

Jackson Housing Commission

Board of Commissioners

Regular Meeting

May 18, 2022 @ 12:00pm

Reed Manor Board Room

The Jackson Housing Commission Board of Commissioners held a Regular Meeting on Wednesday April 20, 2022.

Commissioner Woods called the meeting to order at 12:04 pm. Participants recited the Pledge of Allegiance.

Upon roll call, the attendance was as follows:

Michelle Woods

Josh Burgett

Caroline Parker

Also present:

Laurie Ingram, Executive Director

Katie Anderson, Assistant Director

Shari Boyce, Section 8 Director

Chelsea Poole, Compliance & Contract Specialist

Anita Kelley, Administrative Assistant

Approval of the Regular Meeting Agenda April 20, 2022

Commissioner Burgett MOTIONED to approve the Regular Meeting Agenda.

Commissioner Wade SECONDED and upon voice vote the motion adopted.

AYES: Woods

NAYES: None

ABSTAIN: None

ABSENT: Johnson Wade

Commissioner Woods extended an invitation for members of the public to comment; no comments were made.

Approval of the Regular Meeting Minutes March, 2022

Commissioner Parker MOTIONED to Table the Regular Meeting

Minutes March 16, 2022. Commissioner Burgett SECONDED and upon voice vote the motion adopted.

AYES: Woods

NAYES: None

ABSTAIN: None

ABSENT: Johnson Wade

Approval of Previously Paid Liabilities- March 2022
Commissioner Parker MOTIONED to approve the Previously Paid Liabilities- March 2022. Commissioner Burgett SECONDED and upon voice vote the motion adopted.

AYES: Woods
NAYES: None
ABSTAIN: None
ABSENT: Johnson Wade

RESOLUTION 2022-06 Approval of Collection Losses Write-Offs April 2022 Commissioner Burgett MOTIONED to approve the Collection Losses Write-Offs March 2022. Commissioner Parker SECONDED and upon voice vote the motion adopted.

AYES: Woods
NAYES: None
ABSTAIN: None
ABSENT: Johnson Wade

Directors Report

Section 8

A. Leasing HAP Utilization Report

Public Housing

B. Tenant Account Receivables

C. Vacant Unit Turnaround

D. Move Out Report

Executive Directors Report

E. PH Income Statement

F. Petty Cash Fund Register

G. After Hours/Emergency Response Report

More timely closing of work orders

Maintenance changes

H. Utility Costs and Consumption

Other Business-Executive Director Reporting:

Ms. Ingram spoke to HUD rep about the admin fee meeting JHC is off of the Hot List.

No word on DEC report.

Next week the Consultants, the architect, Diana, and the Choice Neighborhood Consultants will be out to tour Jackson.

We are finalizing our developer choices for Shahan RAD development.

Commissioner Parker MOTIONED to table closed session. Commissioner Burgett SECONDED and upon voice vote motion approved.

Commissioner Parker MOTIONED to adjourn to the Regular Meeting at approximately 12:35 PM. Commissioner Burgett SECONDED and upon voice vote the meeting adjourned.

Respectfully Submitted,

Laurie Ingram, MBA, PHM Executive Director

ATTESTED:
Michelle Woods,
President