

Minutes of the
HOME Board Meeting
January 18, 2018

Members Present: Joseph Birbaum, Rock Brandner, Ron Buchanan, John Kannard, Jay Schreurs, Duane Paulson, Kathleen Schilling, Jay Shambeau, Mike Wineke

Staff: Lori Rutzinski and Christine Brockish, Waukesha County; Debbie Narus, Wisconsin Partnership for Housing Development

Excused Absence: John Bulawa, Christine Howard, Dick Schultz, Maria Watts

Guests: RoxAnne Witte, Jefferson County Economic Development Consortium

- I. The meeting was called to order by Jay Schreurs, Acting Board Chair, with a quorum of the Board present at 9:01 a.m.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Rock Brandner and seconded by Duane Paulson, the minutes from the November 16, 2017 HOME Board meeting were unanimously approved.
- IV. The Federal government still does not have a budget for 2018 so they will operate under a continuing resolution until a budget is passed.
- V. The WI Partnership Balance Fund Balance Report was reviewed. 2017 was a great year for the core programs, the totals reserved for each program were more than most years. Debbie Narus from the Wisconsin Partnership for Housing Development (WPHD) updated the Board on the core programs, she currently has two Downpayment Assistance and one Rehabilitation loan already for 2018.
- VI. The 2018 HOME Consortium budget was reviewed, it was very similar to last years' budget. Staff recommendation is to approve the 2018 budget. WPHD is in their third and final year of their contract so a new RFP for administration will be published this fall for another three year period.

On a motion by Kathleen Schilling and seconded by Joe Birbaum, the Board unanimously approved the HOME Consortium Administration 2018 budget as proposed.

- VII. There are currently four housing counseling agencies under contract: Jefferson County Economic Development, Green Path, Family Service of Sheboygan, Inc., and Housing Resources, Inc. Their term was up at the end of 2017; however, due to a delay with the RFP process, staff is asking the HOME Board to extend the contracts until 3/31/18. The next five-year term is expected to begin by 3/31/18 for the housing counseling agencies that respond to the RFP.

On a motion by Ron Buchanan and seconded by Joe, the Board unanimously approved extending the four previously mentioned housing counseling agency contracts until 3/31/18.

- VIII. The current Housing Inspector contract for White Glove Inspections is in the third and final year of their contract. No changes are being made to the fee structure, staff recommends to extend this contract for the remainder of their contract which is 12/31/2018.

On a motion by Duane and seconded by Ron, the Board unanimously approved extending the Housing Inspector contract for White Glove Inspections for the third and final year of their contract.

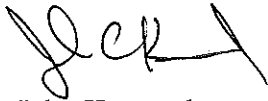
IX. The 2018 Executive Committee appointments were discussed.

On a motion by Joe and seconded by Ron, the Board unanimously approved the 2018 Executive Committee as follows:

Chairperson:	John Kannard	Jefferson County
Vice Chairperson:	Kathleen Schilling	Ozaukee County
Secretary:	John Bulawa	Washington County
Treasurer:	Duane Paulson	Waukesha County

X. On a motion by Jay Shambeau and seconded by Kathleen, the Board unanimously approved the meeting adjourned at 9:13 a.m.

Respectfully submitted,



John Kannard
Chair, HOME Board