

Minutes of the
HOME Board Meeting
May 20, 2021

Members Present: Joseph Birbaum, Christine Howard, John Kannard, Russell Kutz, Duane Paulson, Jay Schreurs, Peter Sorce, Karl Zarling

Staff: Kristin Silva, Lori Rutzinski and Christina Brockish;
Waukesha County

Excused Absence: Tim Michalak, Kathleen Schilling, Jay Shambeau, Maria Watts

Guests: Roxanne Witte and Kenny Strege, Jefferson County; Jodie Arnold and Katie Petska, Lutheran Social Services

- I. The meeting was called to order by Duane Paulson, Board Chairperson, with a quorum of the Board present at 9:00 a.m. via Microsoft Teams Meeting. The public could call 414-435-2078, Conference ID# 975 839 049 to join the meeting.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Jay Schreurs and seconded by Joe Birbaum, the minutes from the March 18, 2021 HOME Board meeting were unanimously approved.
- IV. There were no public comments. Kristin Silva welcomed Karl Zarling to the HOME Board, he has replaced Anita Martin in Jefferson County.
- V. The financial status report was reviewed. The Downpayment Assistance program is moving slow so far this year; however, the rehabilitation program has been very active. There may be a need to transfer money within the core programs at a future Board meeting to address the changing needs.
- VI. Katie Petska and Jodie Arnold, from Lutheran Social Services (LSS), were present to discuss their Tenant-Based Rental Assistance (TBRA) HOME contract #HM20006 for \$339,980. There are currently eight clients enrolled in the program, seven clients have vouchers and four more are in the intake process.
\$68,592 of the TBRA contract was designated for the temporary short-term rental assistance/eviction prevention program; however, there are other sources of funding for tenants with an immediate need so there has been no interest in that program. LSS is requesting to add the \$68,592 designated for the temporary rental assistance program to the traditional TBRA. LSS anticipates they can help an additional 14 households with that money.

On a motion by Christine Howard and seconded by Joe, the Board unanimously approved moving the \$68,592 from the temporary rental assistance program to the rental assistance program for homeless participants. The total contract amount of \$339,980 will remain unchanged.

- VII. Kristin shared information about the new HOME award of \$5,293,334 from the American Rescue Plan (ARP). This money will be considered HOME money, but it is specifically to address homeless assistance needs like TBRA and supportive services and does not expire until 9/2030. HUD will provide more guidance this fall.

On a motion by Christine and seconded by Joe, the Board unanimously approved the \$5,293,334 allocation from the American Rescue Plan (ARP).

- VIII. Kristin received notice from HUD that the 2021 CDBG award increased which will require a change to the 2021 Annual Plan. There were no changes to the HOME award; however, HOME and CDBG are both included in the Annual Plan, so a motion to accept the changes are needed by both boards.

On a motion by Jay Schreurs and seconded by John Kannard, the Board unanimously approved the amended 2021 Annual Plan.

- IX. On a motion by Christine and seconded by John, the Board unanimously approved the meeting adjourned at 9:26 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Duane Paulson", written in a cursive style.

Duane Paulson
Chair, HOME Board