

BOARD MEETING MINUTES 04/11

11 April 2025 / 10:00 AM / CONFERENCE ROOM

ATTENDEES

Nicole Christopher, INRHA Executive Director; Sarah Janssen, County Social Services Butler County; Todd Rickert trickert@countysocialservices.org, County Social Services Grundy County; Heidi Nederhoff heidi.nederhoff@grundycountyiowa.gov, Grundy County Supervisor; Kristi Shannon, NEI3A Bremer County.

AGENDA

Last Meeting Follow-up

- Survey for Participants
- COLA adjustments

New Business

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MINUTES

Board Chair Sarah Janssen called the meeting to order at 10:08am. There was no representative present from the public for comment, so the meeting proceeded.

It was moved by Heidi Nederhoff and seconded by Todd Rickert to approve the agenda for the meeting. All were in favor, motion carried.

It was moved by Todd Rickert and seconded by Heidi Nederhoff to approve the January 10, 2025 meeting minutes. All were in favor, motion carried.

It was moved by Heidi Nederhoff and seconded by Kristi Shannon to approve the Treasurer's Report. All were in favor, motion carried.

It was moved by Todd Rickert and seconded by Heidi Nederhoff to approve the Financial Report prepared by INRHA Fee Accountant, Candi Lanning. All were in favor, motion carried.

The Program Status Report was delivered by INRHA Executive Director, Nicole Christopher. It was reported that as of April 1, 2025, 214 vouchers were under lease plus one port out, 19 in Black Hawk County, 70 in Bremer County, 30 in Butler County, 51 in Buchanan County, 32 in Chickasaw County, and 15 in Grundy County. The estimated wait on the Waiting List is now one year or more. As of April 9, 2025, there were 247 applications on the waiting list and 129 of those applications qualified for the preference. No top of the list letters have been sent since the last Board Meeting, and no waitlist update letters have been sent, therefore no changes have been made to the waiting list. There are currently two vouchers on the street and three families at "zero status". There were no questions. Todd Rickert motioned to approve the program status report, and Kristi Shannon seconded the motion. All were in favor, motion carried.

Nicole Christopher informed the Board that INRHA has been found by the Department of Housing and Urban Development to be in what is known as "shortfall" due to the recent offset of funding. At the time of the meeting, HUD believed INRHA would be in a shortfall of approximately \$35,000. Nicole discussed the possibility of recouping these funds using administrative funds that INRHA has in the bank account, but explained that the Shortfall Prevention Team (a division of HUD) has not yet met with her in regards to the predicted shortfall and that more information would be available in the future after that meeting takes place.

Regarding the previously discussed possibility of adding COLA adjustability to the recently implemented salary schedule, the Board discussed briefly language in other policies from other companies about what is in their

policies and the Board requested we keep this on the agenda for the next meeting.

The Board discussed an agreement with the current fee accountant, Candi Lanning, and stated they would hold further discussions after speaking with Candi at a special meeting that would be coming up and scheduled at a later date.

The Board held discussions regarding the Ratio Utility Billing program that a property manager in the INRHA jurisdiction is seeking to implement for all tenants. At the time of this meeting, the Board had been approached by a representative from the management company and the Board had offered to have a meeting with them, but had not heard back from them yet and would give an update when there was one.

There being no further business, the next meeting was scheduled for Friday, Jul 11, 2025 at 10:00am at the INRHA office.

It was moved by Todd Rickert and seconded by Heidi Nederhoff to adjourn the meeting at 11:47am. Motion carried.

NOTES

ACTION ITEMS

1. Leave the possibility of COLA adjustment on the meeting agenda for the July meeting. **Completed 06/05/2025**
2. Schedule Special Meeting with Candi for Financial Reporting. **Held May 14, 2025**

NEXT MEETING'S AGENDA

- Rolling Meadows RUB's Program
- Agreement with Candi
- Audit
- Shortfall Update

Respectfully submitted,

Nicole Christopher