

Minutes of the
HOME Board Meeting
October 21, 2021

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

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

Excused Absence: Jay Shambeau, Maria Watts,

Guests: Roxanne Witte, Jefferson County; Demetra Christopoulos,
Waukesha County Corporation Counsel

- 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# 962 079 892 to attend the meeting.
- II. The Board Chair led the Pledge of Allegiance.
- III. On a motion by Jay Schreurs and seconded by Peter Sorce, the minutes from the September 16, 2021, HOME Board meeting were unanimously approved.
- IV. Kristin Silva spoke about the HOME American Rescue Plan (ARP) program. Waukesha County, as lead agent for the HOME Consortium, will receive funds to reduce homelessness and increase housing stability. The HOME Consortium will oversee the funds; however, HUD requires that the Consortium work closely with their Continuum of Care (COC), which is the Housing Action Coalition. Kristin will request three quotes to hire a consultant that will use focus groups and other methods to gather input. The responses will be shared at the November HOME Board meeting for a vote to hire.
- V. The financial status report was reviewed. All core programs continue moving at the same rate as in the past few months.
- VI. Independence Village was awarded a HOME contract at the September 16, 2021 HOME Board meeting in the amount of \$561,000 for the acquisition and rehabilitation of a 34-unit building. They were not awarded the tax credits this year and will be unable to move forward at this time; however, they will be eligible to reapply for HOME funding.

On a motion by John Kannard and seconded by Joe Birbaum, the Board unanimously approved moving \$561,000 from Independence Village to the unallocated line item.

- VII. Kristin Silva had conversations with Lutheran Social Services regarding their TBRA program. They experienced staffing issues in 2020, but believe their new hire, who is based in Waukesha, will make significant progress. They are asking for an extension on their 2020 TBRA contract to 6/30/2022.

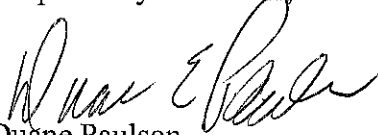
On a motion by Christine Howard and seconded by Peter Sorce, the Board unanimously approved extending the TBRA contract for Lutheran Social Services to 6/30/2022.

VIII. The HOME inspection services contract, currently awarded to Whiteglove Home Inspection, LLC, will expire at the end of 2021. Kristin Silva spoke with the Waukesha County Purchasing department, they informed her that a one-year extension can be granted; a new RFP process could be done by the end of 2022. Kristin recommended extending the contract one year.

On a motion by Peter Sorce and seconded by Kathleen Schilling, the Board unanimously approved extending the Inspection Services contract to 12/31/2022.

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

Respectfully submitted,



Duane Paulson
Chair, HOME Board