

THE TWIN FALLS HOUSING AUTHORITY  
REGULAR MEETING \* MAY 12<sup>th</sup>, 2020

The Board of Commissioners met via conference call May 12<sup>th</sup>, 2020 due to COVID-19 Pandemic protocols. Dennis Sonius, Vice Chair, called the meeting to order with Roll Call at 12:02 p.m. Those attending: Dennis Sonius, Mary Shaw, Mike Mason and Rick Brown. Leanne Trappen, Secretary and Toasha Lierman (staff) present.

Dennis Sonius, presented the minutes for the April 14<sup>th</sup> Board meeting, and called for any questions or discussion. No discussion followed.

- Rick Brown moved to approve the minutes of April 14<sup>th</sup> meeting. Mary Shaw seconded the motion to approve; motion carried unanimously.

Dennis Sonius presented the Bills and Vouchers for April and called for discussion. Question regarding the list of bills no longer showing the split out between Jerome's percentage of shared costs. Discussion followed: Moving forward a copy of the monthly invoice to Jerome showing the split costs will be included.

- Mike Mason moved to approve April's Bills and Vouchers, Mary Shaw seconded, approved unanimous.

The Board reviewed the April's Revenue and Expenditures report in the format of the Profit & Loss report generated from QuickBooks. The new format of the financial report(s) was well received by the Board. The Board expressed their appreciation for Toasha's diligence to bring these reports forward.

Due to Misty McEwen's inability to participate on a regular basis, there is now a vacant seat on the Board and the role of Board Chair must be filled. Dennis Sonius called for nominations for Chairperson to complete 2020.

- Mary Shaw nominated Mike Mason for the position of Chairperson, Rick Brown seconded the nomination. Dennis Sonius called for questions, comments or other nominations, none followed. Dennis Sonius posed the question to Mike Mason if he would be willing to serve in the capacity of Chairperson, Mike Mason agree he would.
- Dennis called for a vote to approve the nomination for Mike Mason to serve as Chairperson. The vote was unanimous, motion carried. Mike Mason will serve out the year as Chair.

Executive Director report:

- Leanne explained we received CARES Act funding in the amount \$42,036 in addition to our Annual Contributions Contract. This funding is designated to assist with costs associated with ramping up to prevent the spread of Covid-19, promote health and safety, create protocols and adjust operational methods, etc. Reporting requirements for the use of these funds are still being determined. We continue to participate in weekly webinars providing guidance for housing authorities in response to the pandemic.
- The Duvall Boiler project is once again moving forward. We have signed the final Change Order which includes a completion date of May 31<sup>st</sup>, 2020.
- Leanne has increased the operating hours with the Governor moving Idaho into Stage 2 of re-opening business. Other measures have been implemented for allowing public access to Housing Authority staff by appointment into the office. The doors will remain closed to walk-in traffic to limit exposure.
- Leanne is still waiting on the necessary documents for HUD to dissolve the Housing Authority of the City of Jerome as its own entity and bring it under the Twin Falls Housing Authority. That would put the Housing Authority at 246 units keeping us categorized as a Small Public Housing Authority.
- Updating the By-Laws has been completed and a draft document will be mailed to the Board for review. Comments or suggestions are welcome. It will be added to the next agenda for Resolution to Adopt.
- Moving forward to develop a website and getting suggestions for another Board member to fill the vacancy.

Dennis Sonius called for any other business or a motion to adjourn the regular meeting.

- Mary Shaw made the motion to adjourn the Regular Meeting, Rick Brown seconded the motion, passed unanimously. Meeting adjourned at 12:35 p.m. The next meeting is June 9<sup>th</sup>, 2020 at 12:00 p.m.

  
Leanne Trappen, Secretary

  
Mike Mason, Chair

06-09-2020  
Date