



Lake County Housing Authority Board of Commissioners

Minutes of the Annual Meeting September 12, 2024

The Annual Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held September 12, 2024, at 33928 North U.S. Highway 45, Grayslake, IL 60030.

Present: Dr. H. Lee Jordan, Jr., Chair
Kevin Considine, Vice Chairman
LaShaundra Barnes, Commissioner
John Idleburg, Commissioner
Susan Malter, Commissioner
Dr. Charles Nozicka, Commissioner
Beverly Stackhouse, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Michelle Perkins, Operations Deputy
Ofelia Navarro, Deputy Director
Damien Kelly, Consulting Chief Financial Officer
Tamara Harrington, Assistant Finance Manager
Tracey Heleniak, Executive Assistant

Posting of the notice of this meeting and agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The notice and agenda were posted prior to 12:30 p.m. on Tuesday, September 10, 2024, at the principal office: 33928 North US Highway 45, Grayslake, IL 60030 and on the organization's website, www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was present, Vice Chairman Considine called the meeting to order at 12:37 p.m. Roll call was taken, and the following Commissioners were present: Jordan, Considine, Barnes Idleburg, Malter, Nozicka, Stackhouse, as well as LCHA members Hocker, Perkins, Navarro, Kelly, Harrington, Heleniak.

FSS PROGRAM GRADUATE PRESENTATION

Heidi Semenek, Director of FSS & Special Programs, and Jelena Milunovic, FSS Specialist, celebrated the achievements of a program graduate, Tequila, who overcame health issues and unemployment to become a residential counselor at a nursing home. She improved her credit score, paid full rent and was pre-approved for a home loan. With assistance from the program and a partnering agency, she qualified for a down payment grant and successfully purchased a home. The Commissioners praised Tequila's dedication and hard work, stating that her story is an inspiring example of achieving goals and dreams.

PUBLIC COMMENT

Public comments were accepted by email at publiccomment@lakecountyha.org or by leaving a voice message at (847) 223-1170 ext. 2320. Comments received by 9:00 a.m. September 12, 2024, are to be read at the appropriate time in the agenda. One public comment was received via voicemail, with the caller expressing her disappointment in the lack of responsiveness she received from the housing authority. The comment has been addressed.

Vice Chairman Considine opened the floor for public comment. There were no public comments.

ELECTION OF OFFICERS

Prior to the Election of Officers, Executive Director Hocker expressed her gratitude and appreciation for Dr. Jordan's years of Service as Chair of the Lake County Housing Board of Commissioners, as he is stepping down after 10 years of service. She highlighted Dr. Jordan's significant contribution to the Authority's mission, vision and values. She also sent him a person letter acknowledging his support and counsel.

Dr. Jordan expressed his thanks to the Board to Mary Ross-Cunningham, who recommended him 10 years ago. He thanked Executive Director Hocker for her leadership and role in the Lake County Housing Authority and praised her for the exceptional job she has done. Finally, Dr. Jordan thanked the current Board of Commissioners for having the heart to serve. He is grateful for the experience to be able to serve with the Commissioners.

Ofelia Navarro is retiring September 30th after working at the Lake County Housing Authority since 2019. Executive Director thanked her for the fantastic job she has done first with FSS and then Housing Counseling. She was appreciative of the programs she brought to the organization and the community.

Ms. Navarro addressed the Board thanking them for their support and how they've come together to appreciate the working being done by the Lake County Housing Authority. A few of the Board Commissioners thanked Ms. Navarro for her years of service and what a great support she's been to them with questions or comments would arise.

Chair and Vice Chair

After hearing from Dr. Jordan and Ms. Navarro, Vice Chair Considine asked for nominations to elect a Chair and Vice Chair. Dr. Jordan nominated Vice Chair Considine and Commissioner Malter for Chair and Vice Chair respectively. Commissioner Stackhouse moved and Commissioner Idleburg seconded the motion. The Board voted as follows: Ayes: Barnes, Idleburg, Nozicka, Stackhouse. Nays: None. Motion carries.

Secretary/Treasurer

Chairman Considine asked for a motion to reappoint Executive Director Hocker as Secretary/Treasurer. Commissioner Stackhouse moved and seconded by Commissioner Dr. Nozicka. The Board voted as follows: Ayes: Barnes, Considine, Idleburg, Malter, Nozicka, Stackhouse. Nays: None. Motion carries.

ADJOURNMENT

Vice Chair Malter moved and seconded by Commissioner Stackhouse to adjourn the annual meeting. The Board voted unanimously to adjourn. The time of adjournment was 1:07 p.m.

**Lake County Housing Authority
Board of Commissioners**

**Minutes of the Regular Meeting
September 12, 2024**

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake was held September 12, 2024, at 33928 North U.S. Highway 45, Grayslake, IL 60030.

Present: Kevin Considine, Chairman
Susan Malter, Vice Chair
John Idleburg, Commissioner
Dr. Charles Nozicka, Commissioner
Beverly Stackhouse, Commissioner

Absent: LaShaundra Barnes, Commissioner

LCHA Staff: Lorraine Hocker, Executive Director/CEO
Michelle Perkins, Operations Deputy
Ofelia Navarro, Deputy Director
Damien Kelly, Consulting Chief Financial Officer
Tamara Harrington, Assistant Finance Manager
Tracey Heleniak, Executive Assistant

Posting of the notice of this meeting and agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The notice and agenda were posted prior to 12:30 p.m. on Tuesday, September 10, 2024, at the principal office: 33928 North US Highway 45, Grayslake, IL 60030 and on the organization's website, www.lakecountyha.org.

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Considine called the meeting to order at 1:09 p.m. Roll call was taken, and the following Commissioners were present: Considine, Idleburg, Malter, Nozicka, Stackhouse. Absent: Jordan, Barnes

MINUTES 8/15/24 – Regular Meeting

Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka, to approve the Minutes of the August 15, 2024, Regular Meeting. The Board voted as follows: Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse. Abstain: None. Nays: None. Absent and Not Voting: Barnes. Motion carries.

FINANCE REPORT AND APPROVAL OF BILLS

The list of bills for August was provided. Consulting CFO Damien Kelly relayed the following financial summary:

- Mr. Kelly discussed the budget for upcoming fiscal year 2025, focusing on the public housing side. He highlighted the thin margins and the need to maximize employee use to reduce contract

costs. He also mentioned the impact of raises and market adjustments on the budget. Mr. Kelly noted the budget was projected to come in at \$1.7M, with a significant portion coming from the estimated gain on sales of houses.

- Mr. Kelly discussed the allocation of fixed costs across different department, emphasizing the need for fairness and consistency.
- Mr. Kelly spoke about the allocation of funds, mentioning that it had been around 90% in the past but had dropped to 83 cents on the dollar. He expressed concern about the enforcement of certain restrictions and the potential for shifting funds to a nonprofit. Also mentioned was the possibility of housing authorities becoming exempt from certain rules, but noted this was currently the case.
- When discussing the budget for the coming year, Mr. Kelly highlighted a net operating income of \$382,000 and a potential to increase income from Housing Counseling. Admin fees have been higher than previous years, contributing to the increased income.

After discussion, Vice Chair Malter moved seconded by Commissioner Stackhouse, to approve the list of bills, and accept the finance report. The Board voted as follows: Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse. Nays: None. Absent and Not Voting: Barnes. Motion Carries.

EMPLOYEE HEALTH INSURANCE DISCUSSION

Samuel Odishoo from USI Insurance spoke to the Board (via Zoom) regarding the Blue Cross Blue Shield of Illinois health plans being offered during open enrollment. He mentioned that the initial renewal rates proposed by Blue Cross Blue Shield for 2024 and 2025 were significantly higher than previous years, but after negotiations they were able to reduce the rate increase without any plan changes.

REPORTS

The following reports for August 2024 were provided:

Maintenance, Assets	Brian Snook, Director of Public Housing
Property Disposition	Derek Eovaldi, Property Disposition Coordinator
Public Housing	Brian Snook, Director of Public Housing
Housing Choice Voucher, PBV ¹ ,	Gilma Beachem, HCV Intake Program Manager, Portability & Collections
FSS ² , Mainstream Vouchers & FUP ³	Heidi Semenek, Director of FSS & Special Programs
Housing Counseling	Elizabeth Werning, Manager of Housing Counseling & Ofelia Navarro, Deputy Director
Information Technology	Michelle Perkins, Operations Deputy
Human Resources	Christine Pryor, Senior Human Resources Generalist
FOIA/OMA ⁴ , Travel-Training	Tracey Heleniak, Executive Assistant/FOIA & OMA Officer

¹ Project-Based Vouchers

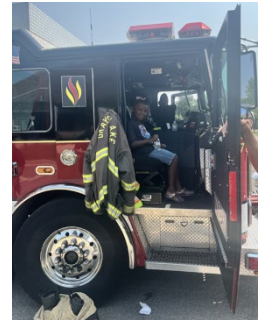
² Family Self-Sufficiency Program

³ Family Unification Program

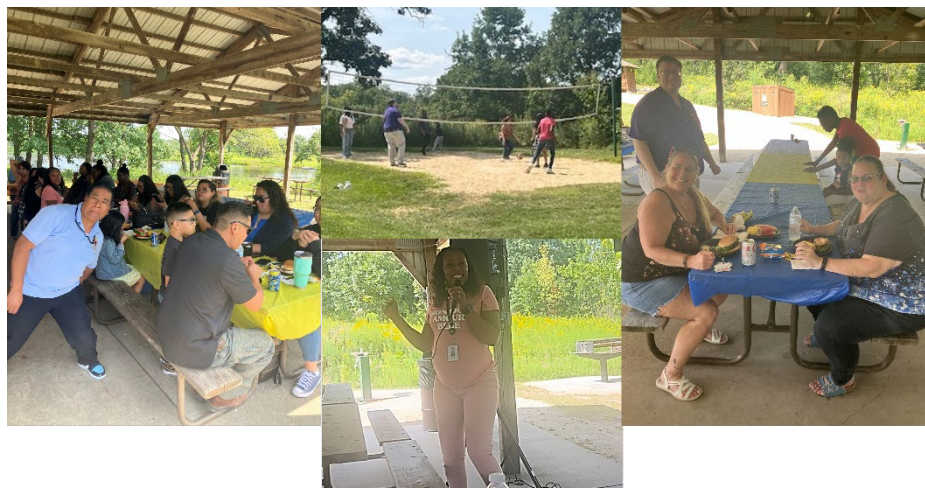
⁴ Freedom of Information Act/Open Meetings Act

ED Report for August 2024

1. On August 2nd, Ms. Hocker attended the Northern Illinois Council of Housing Authorities (NICHA) Summer Board Meeting at the McKenry County Housing Authority.
2. The Lake County Housing Authority held its Third Annual Back-to-School Resource Fair on August 3rd. The first 250 children received backpacks filled with school supplies. Various vendors were present, offering information on community services, preschool and daycare options, workforce development, affordable housing, and other social services, as well as city, county, state, and federal programs. The Waukegan Township Art Bus was available for children to create artwork. Additionally, a Lake County police officer and a Grayslake fire fighter were on hand to provide safety tips as well as give tours of their respective vehicles.



3. Ms. Hocker, Commissioner Barnes and Ms. Heidi Semenek, Director of FSS and Special Programs attended the Global Leadership Summit at Willow Creek Church in South Barrington August 8th-9th.
4. On August 13th, Ms. Hocker began series of bi-weekly meetings of the Moving to Work (MTW) Demonstration Program by HUD, focusing on small Public Housing Agencies in the Northwest and Midwest Regions. This cohort explores how these agencies use the flexibility offered by their MTW designation to achieve statutory objectives and the impact on housing authority operations and tenant outcomes.
5. The annual All Staff Appreciation Picnic took place on August 21st at Nippersink Forest Preserve in Round Lake. Staff enjoyed hamburgers, hot dogs, chips, and desserts. Activities included volleyball and bags, with our resident DJ, Demond Anderson, providing music that kept everyone



dancing and even singing karaoke. Ms. Hocker expressed gratitude for everyone's hard work and discussed upcoming projects. It was a fun-filled day for all.

6. On August 29th, Ms. Hocker attended The Living Room Wellness Center Open House in Waukegan. This was an opportunity to learn more about the services The Living Room Wellness Center provides for its community.
7. General Monthly Notes:
 - a. August 20th was the final session of the leadership training series with Nan McKay & Associates for Leadership and Mid-Management Staff.
 - b. Ms. Hocker and Staff continue with monthly calls to review Utilization and Occupancy and Demo/Dispo, in addition to IAHA and NAHRO.
 - c. Monthly Check-in with LCCD for Special Program referrals from the COC.
 - d. Ms. Hocker attended the CBRAP HSS Biweekly Check-In calls with IHDA.

NEW BUSINESS

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-54
APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) AND LETTER OF
SUPPORT BETWEEN LAKE COUNTY HOUSING AUTHORITY AND YOUTH
CONSERVATION CORPS

WHEREAS, the Youth Conservation Corps YouthBuild Waukegan is a non-profit organization committed to providing Lake County's young people with education, certification programs and career development to build skills for life; and

WHEREAS, Lake County Housing Authority's mission is to provide safe, decent, and sanitary affordable housing while promoting opportunities for social, economic, and community development; and

WHEREAS, Lake County Housing Authority recognizes Youth Conservation Corps' efforts to prepare young people for the trades and supports the YouthBuild program by providing internships and job placement opportunities for the members of Youth Conservation Corps; and

WHEREAS, the Youth Conservation Corps YouthBuild Waukegan program is funded through a grant from the Employment and Training Administration of the U.S. Department of Labor;

NOW, THEREFORE, BE IT RESOLVED, the Lake County Housing Authority is in full support of Youth Conservation Corps YouthBuild Waukegan's application for the 2025-2028 U.S. Department of Labor YouthBuild Grant.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2024-54.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse
Nays: None
Absent: Barnes
Abstain: None
Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-55
AUTHORIZATION FOR LAKE COUNTY HOUSING AUTHORITY
ADDITIONAL BATHROOM RENOVATIONS AT LAKE COUNTY HOUSING
AUTHORITY MAIN OFFICE

WHEREAS, The Authority received a competitive bid through SOURCEWELL R1-GC-122122 for bathroom changes at Lake County Housing Authority Central Office; and

WHEREAS, the installation work needing to be performed is detailed in the work order attached hereto in Exhibit A and

WHEREAS, it is the recommendation of the Executive Director and Staff to enter into contract with **Leopardo Companies Inc.** and to proceed with the scope of work described in Exhibit A at the cost of **\$134,630.08**; and

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Lake County Housing Authority authorizes the Executive Director to proceed to contract with **Leopardo Companies Inc.** as specified in **Exhibit A**.

After discussion Vice Chair Malter moved, seconded by Commissioner Stackhouse, to adopt Resolution 2024-55.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse
Nays: None
Absent: Barnes
Abstain: None
Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024 - 56
SETTING HOUSING CHOICE VOUCHER PAYMENT STANDARDS

WHEREAS, HUD has published both Fair Market Rents (FMRs) and Small Area FMRs for Fiscal Year 2024; and

WHEREAS, the Authority must use the Small Area FMRs; and

WHEREAS, the Authority is required to set the Housing Choice Voucher Payment Standards between 90% and 110% of the published Fair Market Rent; and

WHEREAS, Payment Standards are set within this range of the published FMRs to strike a balance between funding limits and improving voucher utilization; and

WHEREAS, the Authority is committed to sustaining opportunity areas to our clients by using the Small Area FMRs that are zip code specific;

NOW, THEREFORE BE IT RESOLVED that Payment Standards be set as indicated below; and

BE IT FURTHER RESOLVED that these changes in the Payment Standards be made effective with January 1, 2025, annual certifications and October 1, 2024, for new contracts.

PROPOSED VOUCHER PAYMENT STANDARDS

Zip	0	1BR	2 BR	3BR	4BR	5 BR
60002	1250	1340	1510	1940	2280	2622
60010	2190	2340	2640	3390	3980	4577
60011	1470	1570	1770	2280	2670	3070
60013	1440	1539	1737	2232	2619	3012
60015	2190	2340	2640	3390	3980	4577
60020	1370	1470	1660	2130	2500	2875
60021	1872	1998	2259	2898	3411	3923
60030	1630	1740	1970	2530	2970	3415
60031	1630	1740	1970	2530	2970	3415
60035	2070	2220	2530	3220	3810	4381
60040	1790	1910	2160	2770	3260	3749
60041	1190	1280	1460	1925	2200	2530
60042	1674	1782	2016	2592	3042	3499
60044	1566	1674	1890	2430	2853	3281
60045	2190	2340	2640	3390	3980	4577

60046	1500	1600	1800	2350	2700	3105
Zip	0	1BR	2 BR	3BR	4BR	5 BR
60047	1970	2110	2390	3060	3600	4140
60048	1710	1830	2070	2660	3120	3588
60050	1422	1521	1719	2205	2592	2981
60051	1771	1903	2167	2761	3267	3756
60060	1660	1770	2000	2570	3020	3473
60061	1890	2030	2310	2940	3480	4002
60064	1190	1280	1440	1850	2170	2495
60069	1971	2106	2376	3051	3582	4120
60073	1590	1700	1920	2470	2900	3335
60074	1377	1476	1665	2142	2511	2888
60081	1420	1530	1740	2220	2620	3013
60083	1728	1845	2097	2682	3159	3633
60084	1370	1470	1660	2130	2500	2875
60085	1134	1215	1368	1755	2061	2370
60087	1330	1430	1610	2070	2430	2794
60089	1990	2140	2440	3110	3680	4232
60096	1230	1320	1500	1910	2260	2599
60099	1280	1380	1570	2000	2370	2725

After discussion Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2024-56.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024 - 57
ADOPTING A FLAT RENT SCHEDULE – PUBLIC HOUSING

WHEREAS, annually the Authority reviews the flat rent option for the Low Rent Public Housing program; and

WHEREAS, it is appropriate to revise the current flat rents in accordance with procedures adopted in 1999; and in accordance with PIH Notice 2015-13 stipulating when the existing flat rent amount is less than 80 percent of published FMR, PHAs must revise their flat rents to no less than 80 percent of the FMR;

NOW THEREFORE BE IT RESOLVED that the flat rents hereto contained be adopted; and

BE IT FURTHER RESOLVED that these flat rents shall become effective with new leases and renewals beginning January 1, 2025.

Small Area FLAT Rents By Unit Bedroom Size Effective 1-01-25					
ZIP Code	Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
60002		\$1072	\$1208	\$1552	\$1824
60010			\$2112	\$2712	
60030		\$1392	\$1576	\$2024	\$2376
60031		\$1392	\$1576	\$2024	
60041				\$1400	
60042				\$2304	
60044				\$2160	\$2536
60046				\$2048	
60060			\$1600	\$2056	\$2416
60073		\$1360	\$1536	\$1976	
60084		\$1176		\$1704	\$2000
60087				\$1656	\$1944
60099	\$1024	\$1088	\$1232	\$1584	\$1856

After discussion Commissioner Stackhouse moved, seconded by Vice Chair Malter, to adopt Resolution 2024-57.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-58
ADOPTING NEW TENANT PAID UTILITY ALLOWANCE SCHEDULE

WHEREAS, the Authority is required to assess the adequacy of its tenant paid utility allowance schedule annually; and

WHEREAS, the assessment has been completed and a finding made that there was a decrease in gas of 15% and changes are warranted. The increase in changes in all other utilities were under the 10% threshold and do not require changes;

NOW, THEREFORE, BE IT RESOLVED that the attached tenant paid utility allowance schedule be approved for the Housing Choice Voucher Program effective January 1, 2024, for annual certifications and November 1, 2024, for new contracts; and

BE IT FURTHER RESOLVED that the new schedule shall also be approved for the Low Rent Program effective January 1, 2025, subject to the receipt and consideration of resident comment period.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Idleburg, to adopt Resolution 2024-58.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-59
APPROVAL OF FY 2025 OPERATING BUDGET

WHEREAS, the regulations of the U.S. Department of Housing and Urban Development require the Commissioners of the Public Housing Agency to approve the Operating Budgets; and

WHEREAS, the Commissioners of the Lake County Housing Authority have reviewed the Operating Budget and do find:

- 1) That the proposed expenditures are necessary for the efficient and economical operation of the programs for the purpose of serving low-income families;
- 2) That the financial plan is reasonable in that: (a) It includes sources of funding adequate to cover all proposed expenditures, and (b) It does not provide for use of Federal funding in excess of that payable under the provisions of the Annual Contributions Contract;
- 3) That all proposed rental charges and expenditures will be consistent with the provisions of law and the Annual Contributions Contract; and

WHEREAS, The Board of Commissioners of the Lake County Housing Authority hereby certify that the Lake County Housing Authority is in compliance with the Annual Contributions Contract which requires the Housing Authority to, at least once per year, re-examine the income of families receiving assistance; and

WHEREAS, The Board of Commissioners of the Lake County Housing Authority hereby certify that the Lake County Housing Authority is in compliance with the requirement of the Annual Contributions Contract, and that rents and utility allowance calculations have been or will be, adjusted in accordance with current HUD requirements and regulations;

NOW THEREFORE, BE IT RESOLVED that the Fiscal Year 2025 Operating Budget, copies of such budgets attached hereto, are hereby approved by the Board of Commissioners of the Lake County Housing Authority; and

BE IT FURTHER RESOLVED, staff is authorized to execute and submit the necessary documents to HUD's Financial Management Center.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2024-59.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

COMMISSIONER ROUNDTABLE

Operations Deputy Perkins – Yardi Update

- Yardi switch was mid-August
- Staff is doing well and learning the language
- 1,354 residents have registered on the portal and 288 landlords
- By Spring 2025, Yardi will have revolutionized how we operate as all files will eventually become digitized

Ms. Hocker mentioned that despite the JKM fire, LCHA continues to work with Multifamily Energy Assistance program, which it about bringing energy efficiency to our properties. With that said, LCHA is getting 168 brand new air conditioners spread throughout public housing, the senior buildings.

EXECUTIVE SESSION – PERSONNEL MATTERS, LITIGATION, AND REVIEW OF EXECUTIVE SESSION MINUTES

(5 ILCS 120/2) Sec. 2(c)(1)

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

(5 ILCS 120/2) Sec. 2(c)(11)

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court...or when the public body finds that an action is probable or imminent.

(5 ILCS 120/2) Sec. 2(c)(21)

Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06

At 2:00 p.m. Vice Chair Malter moved, seconded by Commissioner Stackhouse to go into Executive Session to discuss (5 ILCS 120/2) Sec. 2(c)(1) Personnel, (5 ILCS 120/2) Sec. 2(c)(11) Litigation and (5 ILCS 120/2) Sec. 2(c)(21) Discussion of Executive Meeting Minutes. The Board voted as follows: Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse. Nays: None. Absent and Not Voting: Barnes. Also present: Executive Director Hocker, Dr. Jordan, Operations Deputy Perkins, Deputy Director Navarro, Executive Assistant Heleniak. Motion Carries.

The Board returned to Open Session at 2:02pm and roll call was taken. Present: Considine, Idleburg, Malter, Nozicka, Stackhouse, Hocker, Jordan, Perkins, Navarro, Heleniak.

Chairman Considine stated the Board discussed Litigation and Executive Session Minutes and no action was taken during the Executive Session.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-48 **SEMI-ANNUAL REVIEW OF EXECUTIVE SESSION MINUTES**

WHEREAS, the Illinois Open Meetings Act provides for Executive Sessions from time to time;
and

WHEREAS, as per the Open Meetings Act, 5 ILCS 120/s.06(d) each public body shall periodically meet to review minutes of all closed meetings; and

WHEREAS, as per the Open Meetings Act, 5 ILCS 120/s.06(d) meetings to review minutes shall occur every six (6) months, or as soon thereafter as is practicable, taking into account the nature and meeting schedule of the public body; and

WHEREAS, a periodic review of Executive Session Minutes is to determine whether or not such Minutes may be available for public inspection; and

WHEREAS, the Board of Commissioners has reviewed Executive Session Minutes from the Executive Sessions held on:

- December 19, 2023.....Litigation & Semi-annual Review of Executive Session Minutes
- January 18, 2024.....Litigation & Personnel Matters
- March 21, 2024.....Litigation & Personnel Matters
- May 16, 2024.....Litigation & Personnel Matters
- June 20, 2024.....Litigation & Personnel Matters

NOW, THEREFORE, BE IT RESOLVED that since all five (5) sessions were devoted to Closed Session Minutes, Personnel Matters, or Litigation all sessions are determined not to be available for public inspection.

After discussion Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka, to adopt Resolution 2024-48.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

After discussion, Chairman Considine introduced the following Resolution:

RESOLUTION 2024-49
AUTHORIZATION TO DESTROY
EXECUTIVE SESSION AUDIO RECORDINGS PRIOR TO 3/16/2023
IN ACCORDANCE WITH THE OPEN MEETINGS ACT

WHEREAS, the Illinois Open Meetings Act provides for Executive Sessions from time to time; and

WHEREAS, per 5 ILCS 120 Open Meetings Act, Section 2.06 (a), a verbatim audio or video recording is required for all closed sessions; and

WHEREAS, per 5 ILCS 120 Open Meetings Act, Section 2.06 (c) the verbatim record may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act; and

WHEREAS, the Executive Session Audio Recordings prior to March 16, 2023, have been retained for at least 18 months after the making of the recording; and

WHEREAS, the written Minutes of the Executive Sessions prior to March 16, 2023, have been approved by a majority of a quorum of the Board of Commissioners; and

WHEREAS, the adoption of this Resolution signifies the authorization of destruction by the entity which held the meeting; and

WHEREAS, this Resolution has been voted upon in an open, public forum;

NOW THEREFORE, BE IT RESOLVED, that all Executive Session Audio Verbatim Recordings prior to March 16, 2023, will be erased or destroyed; and

BE IT FURTHER RESOLVED, the Board of Commissioners will review qualifying Executive Session Audio Recordings moving forward on a semi-annual basis.

After discussion Commissioner Stackhouse moved, seconded by Vice Chair Malter, to adopt Resolution 2024-49.

Roll Call Vote:

Ayes: Considine, Idleburg, Malter, Nozicka, Stackhouse

Nays: None

Absent: Barnes

Abstain: None

Motion: Carries

ADOPTED, by the Board of Commissioners of the Housing Authority of the County of Lake and signed in authentication of its passage, the 12th day of September 2024.

ADJOURNMENT

There being no further business to come before the Board, Commissioner Stackhouse moved, seconded by Commissioner Dr. Nozicka to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. The meeting was adjourned at 2:04 p.m.

Kevin Considine
Chairman
Board of Commissioners
Lake County Housing Authority

ATTEST:

Lorraine Hocker
Executive Director/Chief Executive Officer
Secretary/Treasurer