



Housing Authority of the City of Fort Wayne Board Meeting Minutes and Memoranda December 12, 2023

Call to Order: Chairperson, Chris Payne, called the meeting of the Fort Wayne Housing Authority to order at approximately 8:01 a.m. on November 14, 2023, at 7315 Hanna Street, Fort Wayne, IN 46816 and on Zoom.

Present (In Person): Commissioners: Chris Payne, Donna Harris, Jim Morlan, Wil Smith and George Guy (CEO/Executive Director).

Present (Virtually): DeLois McKinley-Eldridge and Debra Faye Williams-Robbins

Excused: Sandra Black

Staff: Sarah Smith (COO), Amy Jacobowitz (VP of Asset Management), Dan Kuleff (Modernization and Construction Coordinator), Carolyn Nichter (Finance Manger), Jessica Matuska (Executive Assistant), Kyra Banks (HCV Administrator), Larissa Williams (Programs Manager), Kelly Flanagan (Programs Manager), Angia Dukes (Housing Programs Manager), Avery Rice (YouthBuild Director), and Dana Christian (Development Manager)

Open Forum

No one present

Approval of Minutes from previous meetings

Motion to approve the amended minutes by Wil Smith and Jim Morlan seconded the motion. Unanimously approved by the Commissioners.

Approval of Financials

Financials presented by BDO PHA Finance (Jake Bastoni). He provided an overview of the financial report for October. Discussed the presentation of financials.

Motion to approve the financials by Donna Harris and Wil Smith seconded the motion. Unanimously approved by the Commissioners.

Insurance Presentation

Presentation of 2024 Insurance Benefits for staff was presented by the DeHayes Group.



Old Business

- a. Hillcrest Update – George Guy and Dana Christian provided an update the Hillcrest Development Project.
- b. Board Training – January 30th 8-4 and February 13th 8-2. George Guy reminded the board that there will be training for board members in January and February.
- c. Reminder – No Regular Meeting in January – George reminded the board that there is no meeting in January.

New Business

- a. Staff PTO Carryover (Covid-19 Policy) – George informed the board that the updates made to the PTO Carryover policy would go back to how it was prior to the pandemic.
- b. Insurance Benefits for 2024 – Presentation given at the beginning of the board meeting. No additional discussion needed.

Resolutions

- a. Resolution 2023-26 – Resolution Approving the Transfer and Rates for Health Insurance for 2024
Motion to approve resolution 2023-26 made by Wil Smith and Donna Harris seconded. Unanimously approved by the Commissioners.
- b. Resolution 2023-27 – Resolution Approving the Transfer and Rates for Dental, Vision, Life, and LTD Insurance for 2024 and 2025
Motion to approve resolution 2023-27 made by Donna Harris and Wil Smith seconded. Unanimously approved by the Commissioners.

Executive Session

No actions taken or decisions made.

Adjournment

Regular Meeting adjourned at approximately 9:45 a.m.