

KENT COUNTY COMMUNITY ACTION

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Kent County Housing Commission Board Meeting

Thursday, November 19, 2020, at 8:30am

Virtual Meeting via ZOOM Meeting ID Meeting ID: 914 7690 7618

Passcode: 520605

MINUTES

Present: Vice President Joshua Lunger, Commissioner Kristen Ward, Commissioner Courtney Panter

Absent: President Jason Grinnell, Commissioner Lisa Knight

Staff: Susan Cervantes, Brenna Kotchka

1. Call to Order:

Commissioner Lunger called the meeting to order. Quorum obtained.

2. Approval of Today's Agenda:

Motion by: Commissioner Kristen Ward

Supported by: Commissioner Courtney Panter

Motion passed.

3. Public Comments: No public present.

4. Communications – Susan Cervantes, Director

a. Meeting Dates for 2021 – Susan presented the meeting schedule for 2021 as was decided at the last meeting on November 3, 2020. The Meeting Schedule did include information for in-person meetings but will be changed depending on the legislature and/or Executive Orders.

Motion by: Commissioner Courtney Panter

Supported by: Commissioner Joshua Lunger

Resolution approved unanimously.

b. Susan reported that the 5 Year Plan had been accepted and approved by HUD and that it has cleared the finding.

5. Reports:

a) Resolution to Adopt the 2019 and 2020 FSS Escrow Forfeitures

A resolution was provided to board members to review and was presented by Brenna Kotchka. She explained the process utilized by Fiscal Services to account for the Escrow Accounts versus the Escrow Forfeiture Accounts. In processing the accounts differently now, there were funds that needed to be adopted so that they could be utilized for future Housing Assistance Payments. Questions were asked and answered.

Motion by: Commissioner Courtney Panter

Supported by: Commissioner Kristen Ward

Resolution approved unanimously.

6. Adjournment: No further business. **Meeting adjourned.**