Minutes of the
HOME Board Meeting
April 17, 2014

Members Present:	Paul Babcock, Mark Baldwin, Joseph Birbaum, Ron Buchanan, Christine Howard, John Kannard, Dennis Myers, Duane Paulson, Peter Sorce, Glenn Stumpf
Staff:	Kristin Silva, Lori Rutzinski, and Christina Brockish
Excused Absence:	Jennifer Hanneman, Mark Hoefert, Kathleen Schilling, Jay Schreurs, and Maria Watts
Guests:	RoxAnne Witte and Genevieve Borich, Jefferson County Economic Development Consortium

I. The meeting was called to order by Ron Buchanan, the Board Chair, with a quorum of the Board present at 9:00 a.m.

II. The Board Chair led the Pledge of Allegiance.

III. On a motion by Peter Sorce and seconded by Dennis Meyers, the amended minutes from December 19, 2013 were unanimously approved.

IV. On a motion by Peter Sorce and seconded by Dennis Meyers, the minutes from March 20, 2014 were unanimously approved.

V. The Board Chair announced that there is a new member of the Jefferson County Economic Development Consortium; Genevieve Borich introduced herself. The board and staff members introduced themselves and as part of the introductions, Paul Babcock stated he is currently serving as a HOME Consortium Board member representing Jefferson County.

Kristin Silva announced the Home Consortium Policy & Procedures Manual is finalized and includes the updated front and back-end ratios approved at the March 20, 2014 Board meeting. Copies were available to all attendees. Kristin also stated there will be a Board binder available soon that will include HOME Consortium By-Laws, HUD acronyms, etc.

VI. The Wisconsin Partnership report was reviewed and accepted. Kristin reported that there were thirteen DPA applications and one Purchase Rehab application received last month. Debbie Narus (Wisconsin Partnership for Housing Development) has sent numerous applications out and is waiting for them to be returned.

Dennis Meyers asked if there are any reports available to show what counties the applications are coming from. After a brief discussion, Kristin stated she will provide a report at the next Board meeting showing where funds were spent by county from 2012 and 2013. She will also provide a report showing what the homebuyers counseling agencies have done.

VII. Kristin reported that the 2014 actual grant award amount was received from HUD and explained that the additional funds were added to the unallocated line item.

On a motion by Duane Paulson and seconded by Joe Birbaum, the Board approved the Annual Action Plan with the actual allocations.

VIII. Kristin announced that an RFP went out on Tuesday to solicit applications for a consultant to prepare the 5-year Consolidated Plan for 2015 - 2019. The timeline for the Consolidated Plan will be tight with a first draft due by September, 2014 and a final draft due in October, 2014. The consultant will also prepare the Analysis of Impediments to Fair Housing which is required by HUD. This report identifies the barriers to Fair Housing and requires the communities to show what they've done to rectify these barriers. Communities within the four counties have to sign on to the HOME programs every three years if they wish to participate.

One member from the Board will be required to participate in reviewing applications and interviews. Peter Sorce volunteered to participate in the application and hiring process. Joe Birbaum requested an update on the RFP process be included in the next month's Board agenda.

IX. Congratulations to Christine Howard as the newest Waukesha County Board member.

On a motion by Duane Paulson and seconded by Joe Birbaum , the Board approved the meeting adjourned at 9:23 a.m.

Respectfully submitted,

Ron Buchanan

Ron Buchanan
Chair, HOME Board