



# City of Milwaukee

P.O. Box 324  
Milwaukee, WI 53201-0324

## Meeting Minutes

### HOUSING AUTHORITY

**MARK WAGNER, CHAIR**

**Ricardo Diaz , Vice Chair**

**Sherri L. Daniels, Brooke VandeBerg, Gloria Lott, and Susan  
Lloyd**

---

Thursday, June 10, 2021

1:30 PM

Conference Call In No.: (646) 749-3129

Access Code: 423-507-213#

---

**The mission of the Housing Authority of the City of Milwaukee (HACM) is to foster strong, resilient and inclusive communities by providing a continuum of high-quality housing options that support self-sufficiency, good quality of life, and the opportunity to thrive.**

To view the meeting materials electronically, please go to: <https://milwaukee.legistar.com/MeetingDetail.aspx?ID=870723&GUID=3078CA40-BB15-4FBB-9107-2898EE1A6CD3&Options=info&Search=>

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities who cannot access the meeting via phone. For additional information contact the Housing Authority ADA Coordinator, Patricia Schmidtnecht at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212

#### Call to Order

*Meeting called to order at 1:30p.m.*

#### Roll Call

**Present:** 5 - Diaz, Wagner, Reed Daniels, VandeBerg, Lloyd

**Excused:** 1 - Lott

#### A. APPROVAL OF THE CONSENT AGENDA

##### CONSENT AGENDA – ITEMS RECOMMENDED FOR APPROVAL

(All items listed under the Consent Agenda will be enacted by one motion unless a Commissioner requires otherwise, in which event, the item will be removed from the Consent Agenda and considered separately.)

1. [R13229](#) Approval of the minutes of the regular meeting held on May 12, 2021

**Sponsors:** THE CHAIR

**Attachments:** [HACM Minutes. for 05-12-21pdf](#)

**This Housing Authority Resolution was APPROVED**

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

No: 0

Excused: 1 - Lott

2. [R13230](#)

Resolution approving the Housing Authority of the City of Milwaukee (HACM) to take all action necessary in connection with the rehabilitation Rental Assistance Demonstration (RAD) conversion of the Townhomes at Carver Park

**Sponsors:** THE CHAIR

A motion was made by Ricardo Diaz, seconded by Sherri Reed Daniels, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

**No:** 0

Excused: 1 - Lott

3. [R13231](#)

Resolution approving the Housing Authority of the City of Milwaukee (HACM) to take all action necessary in connection with the new construction Rental Assistance Demonstration (RAD) conversion of Westlawn Renaissance V

**Sponsors:** THE CHAIR

A motion was made by Ricardo Diaz, seconded by Sherri Reed Daniels, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

**No:** 0

Excused: 1 - Lott

4. [R13232](#)

Resolution approving the Housing Authority of the City Milwaukee (HACM) to take all action necessary in connection with the new construction Rental Assistance Demonstration (RAD) conversion of Westlawn Renaissance VII

**Sponsors:** THE CHAIR

A motion was made by Ricardo Diaz, seconded by Sherri Reed Daniels, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

**No:** 0

Excused: 1 - Lott

**B. REPORTS AND DISCUSSION ITEMS**

1. [R13233](#) Public Hearing on the Housing Authority's new Assistance Animal Policy and Proposed Changes to the Admissions and Continued Occupancy Policy (ACOP) regarding Scanned Documents and Electronic Signatures, Homeless Preference for Public Housing and Rent Assistance and an Addition of the Foster Youth to Independence Voucher Program to the Rent Assistance Program

**Sponsors:** THE CHAIR

**Attachments:** [Public Notice Electronic Signatures final.pdf](#)  
[Public Notice Homeless and foster youth revised final.pdf](#)  
[Public Notice Assistance Animal Policy.pdf](#)  
[HACM Assistance Animal Policy final.pdf](#)

*Commissioner Lloyd made a motion to open the public hearing on the Housing Authority of the City of Milwaukee's (HACM) proposed changes to HACM's Agency Plan, the Admissions and Continued Occupancy Policy (ACOP) regarding Scanned Documents and Electronic Signatures, Homeless Preference for Public Housing and Rent Assistance and an Addition of the Foster Youth to Independence Voucher Program to the ACOP and Rent Assistance Program. Vice Chair Diaz seconded the motion, and it carried.*

*Ken Barbeau, HACM Director of Community Programs and Services, explained the two changes to the Admissions and Continued Occupancy Policy (ACOP), which governs public housing, and the Administrative Policy, which governs the Rent Assistance Program (RAP). Mr. Barbeau explained the first the change in the ACOP and Administrative Plan will allow for scanned documents to verify program information as well as electronic signatures to be accepted through our software, called Rent Café. The second change to the policies will allow HACM to accept applicants via HACM's partners, including the Continuum of Care for homeless individuals, and the Department Child Welfare Services for youth aging out of foster care. Mr. Barbeau also commented on the Assistance Animal Policy and the new guidelines that will be used for assessing the need for an assistance animal.*

*It was noted that the plan was also brought before the Resident Advisory Board (RAB) for their comments, with no concerns for the scanned and electronic documents. The RAB asked if multiple languages are supported in the Rent Café system, which is the case, and when will the changes go into effect, which will be some time.*

*The following individuals provided comments to the Board:*

*Tim Baack, President and CEO of Pathfinders and elected board member for the Continuum of Care - Milwaukee. Mr. Baack spoke in support of the changes of the "homeless preference" to the ACOP.*

*Wendy Weckler, Executive Director of Hope House of Milwaukee and Chair on the Shelter and Conditional Housing Task Force, also spoke in support of the changes, stating the importance of adding the preference to the ACOP, especially regarding partnering with other agencies.*

*Mr. Sawyer, Highland Gardens Resident Organization President, asked whether the foster care policy included emancipated youth. Mr. Barbeau said he would investigate and advise Mr. Sawyer of his findings.*

*Pat Jones, HACM resident, asked if the foster youth portion of the policy includes youth who have aged out of foster care and have also been incarcerated for a length of time. Mr. Barbeau stated that those youth would still be eligible; HACM would work with the Department of Child Protective Services and the State of Wisconsin to assess if something in their background would disqualify them.*

*There being no further comments, Vice Chair Diaz moved to close the public hearing on HACM's proposed changes to HACM's Agency Plan and the Admissions and Continued Occupancy Policy (ACOP) and Administrative Policy 2021. Commissioner Daniels second the motion, and it carried.*

2. [R13234](#)

Resolution approving amendments to the 2021 PHA Annual Plan for the Housing Authority of the City of Milwaukee

**Sponsors:** THE CHAIR

*Commissioners asked questions and discussed which resident population will be affected by the changes in the ACOP and Administrative Policy 2021.*

**A motion was made by Ricardo Diaz, seconded by Sherri Reed Daniels, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

**No:** 0

**Excused:** 1 - Lott

3. [R13235](#)

Resolution to approve a contract with the Wisconsin Women's Business Initiative Corporation (WWBIC) for financial education training and individual development account management in the total amount not to exceed \$415,000

**Sponsors:** THE CHAIR

**Attachments:** [WWBIC Proposal 2021.pdf](#)

*Ken Barbeau, HACM's Director of Community Programs and Services, explained the amount of this contract is the same as last year's. Mr. Barbeau stated that the contract includes \$115,000 for training and Wisconsin Women's Business Initiative Corporation's (WWBIC) administration of the Individual Development Account (IDA) program, and encouraging savings and following up with case management. The additional \$300,000 is set aside for IDA match dollars for the resident's IDA saving accounts.*

*Thalia Mendez, Regional Project Director and Shelina Harvey, Senior Financial Coach, both of the Wisconsin Women's Business Initiative Corporation, provided a summary of the Make Your Money Talk program for 2020, the goals for the 2021 program, and answered Commissioners' questions about how the program works. They also extended an invitation to the Make Your Money Talk graduation on June 29th.*

*Vice Chair Diaz suggested that staff report the tax contributions of properties bought through WWBIC program. Chair Wagner added that the information could also be included on the HACM's website.*

**A motion was made by Ricardo Diaz, seconded by Susan Lloyd, that this Housing Authority Resolution be ADOPTED. This motion PREVAILED by the following vote:**

**Aye:** 5 - Reed Daniels, Diaz, Wagner, VandeBerg, and Lloyd

**No:** 0

**Excused:** 1 - Lott

**4. [R13236](#)** Report from the Acting Secretary-Executive Director

**Sponsors:** THE CHAIR

**Attachments:** [Recovery Plan Monthly Update.pdf](#)  
[Vaccination Data for Residents as of May 2021.pdf](#)

*Greg Anderson, Travaux's Senior Asset Manager, discussed the attached Recovery Plan Monthly Update and explained why the number of vacancies had slightly increased, was due to the dwindling supply of vacant units month over month. He also noted the occupancy number is at 95%, 100% of the unit inspections have been completed and staff is targeting the approved homeless applicants from the Continuum of Care group for the next leaseings.*

*Ken Barbeau, HACM's Director of Community Programs and Services, reported that HACM received vaccination data from the City of Milwaukee Health Department for HACM's high rises. Mr. Barbeau stated that the data gives a map as to where HACM needs to target more vaccine awareness, including working with the Milwaukee Health Department and Lutheran Social Services to do pop-up clinics in buildings. Hillside Terrace, partnered with United Health Care and Hyatt Pharmacy to administer vaccines two days a week at the development. In addition, the City of Milwaukee is offering in-home vaccinations to residents who are not mobile and want to be vaccinated. HACM is further promoting vaccination with a COVID Vaccination Challenge, where one resident from each development fully vaccinated by August 31st will get a prize. Mr. Barbeau also informed the Board that HACM will be reopening the community spaces on June 21, 2021. Flyers and notices will be posted at each development explaining the Center of Disease Control's (CDC) Physical Education (PE) requirements. Crystal Reed-Hardy, HACM's Human Resource Director, reported that of the 87 employees who responded to a survey, 62% had been vaccinated. Ten of HACM's employees have taken advantage of the two hours paid time off to be vaccinated. HACM has shared resources available to employees to facilitate vaccination, including the information on the pop-up clinics, and given the opportunity to participate in the COVID Vaccination Challenge as well.*

*Commissioner Lloyd asked staff to create a dashboard for the Board with "5 things we want to know" on a monthly basis that will give more of a feel for resident services and real estate development.*

**5. [R13237](#)** The Board of the Housing Authority of the City of Milwaukee (HACM) may vote to convene in Executive Session, pursuant to Wis. Stats. Secs.

19.85 (1) (g), to confer with legal counsel with respect to litigation in which it is or is likely to become involved. It is expected that the Board will adjourn the meeting in the Executive Session

**Sponsors:** THE CHAIR

*Vice Chair Diaz made a motion to convene in executive session at 3:00p.m. Commissioner Lloyd seconded the motion. There being no objections, the motion carried.*

## **Adjournment**

*There being no further business, Vice Chair Diaz made a motion to adjourn the meeting at 3:43p.m. Commissioner Lloyd seconded the motion. There being no objections, the motion carried.*

Upon reasonable notice, efforts will be made to accommodate the needs of persons with disabilities through sign language interpreters or auxiliary aids. For additional information or to request this service, contact the Housing Authority ADA Coordinator, Patricia Schmidtknecht at 286-5100, (FAX) 286-3456, (TDD) 286-3504 or by writing to the Coordinator at 650 West Reservoir, Milwaukee, WI 53212.

Persons engaged in lobbying as defined in s. 305-43-4 of the Milwaukee Code of Ordinances are required to register with the City Clerk's Office License Division. Registered lobbyists appearing before a Common Council committee are required to identify themselves as such. More information is available at <http://city.milwaukee.gov/Lobbying>.