AGENDA
BROWN COUNTY HOUSING AUTHORITY
Tuesday, April 21st,2026, at 3:00pm
Brown County Housing Authority Conference Room
417 S. Monroe Ave, Suite 102; Green Bay, WI 54301
****Please note the change in date/time****

MEMBERS: Marissa Heim – Chair, Jessica King – Vice Chair, John Fenner, Ann Hartman and Heather Bawyn

ROLL CALL:

Marissa Heim	_____	Jessica King	_____
Ann Hartman	_____	John Fenner	_____
Heather Bawyn	_____		

APPROVAL OF MINUTES:

1. Approval of the minutes from the February 17th, 2026 meeting of the Brown County Housing Authority.

COMMUNICATIONS:

2. Communication from HUD: "Emergency Housing Voucher (EHV) Program's Service Fee Reconciliation and Closeout"

REPORTS:

3. Report on Housing Choice Voucher Rental Assistance Program:
   - A. Preliminary Applications (Total and by Municipality)
   - B. Unit Count
   - C. Housing Assistance Payments Expense
   - D. Housing Quality Standards (HQS) Inspection
   - E. Family Self-Sufficiency (FSS) Program: client count, new contracts, graduates, escrow accounts and homeownership
   - F. VASH Reports: New VASH and Active VASH
   - G. Fraud Investigations by Municipality
   - H. Quarterly Background Screening Denials Report
   - I. Quarterly Active Cases Breakdowns
   - J. Quarterly End of Participation Breakdown
   - K. Quarter Customer Service Satisfaction
   - L. Quarterly Update regarding the Landlord Incentive Program

OLD BUSINESS:

NEW BUSINESS:

4. Presentation regarding the Family Self Sufficiency Program.

5. Consideration with possible action to approve the Utility Allowance Schedules effective July 1st, 2026.

6. Consideration with possible action to approve the Voucher Payment Standards effective July 1st, 2026.

7. Closed Session: BCHA Organizational Discussion
   - a. Open Session: **Motion** and **Record Vote** pursuant to Wis. Stats. Sec 19.85(1), **regarding going into Closed Session** pursuant to Wis. Stats Sec. (19.85(1)(e), **for purposes of** deliberating or negotiating the purchasing of public properties, the investing of public funds, or **conducting other specified public business, whether competitive or bargaining reasons require a closed session.**

b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec 19.85(1), the Authority shall convene into Closed Session, pursuant to Wis. Stats Sec. 19.85(1)(e), the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session; and
c. Reconvene into Open Session: The Authority shall reconvene into Open Session for possible voting and/or other action regarding the above mentioned matters that were discussed in closed session, and/or regarding other Agenda items.

8. Closed Session: BCHA Contract with Integrated Community Solutions
   a. Open Session: **Motion** and **Record Vote** pursuant to Wis. Stats. Sec 19.85(1), **regarding going into Closed Session** pursuant to Wis. Stats Sec. (19.85(1)(e), **for purposes of** deliberating or negotiating the purchasing of public properties, the investing of public funds, or **conducting other specified public business, whether competitive or bargaining reasons require a closed session.**
   b. Convene in to Closed Session: Pursuant to Wis. Stats. Sec 19.85(1), the Authority shall convene into Closed Session, pursuant to Wis. Stats Sec. 19.85(1)(e), the purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons required a closed session; and
   c. Reconvene into Open Session: The Authority shall reconvene into Open Session for possible voting and/or other action regarding the above mentioned matters that were discussed in closed session, and/or regarding other Agenda items.

BILLS AND FINANCIAL REPORT:

9. Consideration with possible action on acceptance of BCHA bills.

10. Consideration with possible action on acceptance of BCHA financial report.

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

11. Executive Director's Report

Date of next meeting: **May 19th, 2026**

Any person wishing to attend who, because of a disability, requires special accommodation should contact the Brown County Housing Authority office at 920-770-0450 by 4:30 p.m. the day before the meeting so that arrangements can be made.