AGENDA
BROWN COUNTY HOUSING AUTHORITY
Tuesday, May 19th, 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, and Heather Bawyn

ROLL CALL:

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

APPROVAL OF MINUTES:

1. Approval of the minutes from the April 21st, 2026 meeting of the Brown County Housing Authority.

COMMUNICATIONS:

REPORTS:

2. 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

OLD BUSINESS:

3. 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.

NEW BUSINESS:

4. Consideration with possible action to revise the Significant Amendment Policy of the Brown County Housing Authority.

5. Discussion regarding policy to determine how to terminate HAP Contracts should funding require BCHA to do so.

BILLS AND FINANCIAL REPORT:

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

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

ADMINISTRATOR'S REPORT AND INFORMATIONAL:

8. Executive Director's Report

Date of next meeting: **June 16th, 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.