

**SHELBY METROPOLITAN HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING**

May 18, 2026

1. Roll Call.

Chairman James Frye called the meeting to order. Present upon roll call were Chairman James Frye, Vice Chairman Dmitri Williams, and board members Frank Mariano and Kelli Ward. Board member Amy Klingler was excused. A quorum was noted. Executive Director Laura Werner and Finance Director Beth Marchal were also present. The regularly scheduled meeting was called to order at 12:03 p.m.

2. Approval of March 2026 Board Meeting Minutes.

No concerns were voiced. Kelli Ward made a motion to approve the minutes. Frank Mariano seconded the motion. All ayes were heard. The motion carried.

3. Approval of March 2026 and April 2026 Financial Report.

Chairman James Frye asked for questions or concerns regarding the financials. Vice Chairman Dmitri Williams inquired about one item on each report. Clarification was provided. Vice Chairman Dmitri Williams made a motion to approve March and April Financial Reports. Frank Mariano seconded the motion. All ayes were heard. The motion carried.

4. Directors Report

Director Werner reviewed the Director's Report that board members received. There are currently 224 Section 8 applications on the waiting list. One voucher was issued. A total of 218 families are receiving Housing Assistance Payments. The VASH program has 2 applications on the waiting list. One voucher was issued. A total of 11 families are receiving assistance. Total spending is \$107,842 with a total of 229 vouchers.

Public Housing had one vacancy: 714 N. Wagner Ave. #A. The tenant that was residing at this unit needed to be moved to a larger unit. There are currently 83 Public Housing applications on file, and 98% of rents were collected. One eviction was given. There was one move out and one move in.

5. Old Business

A. Complex/Maintenance Update

Director Werner reported that the Maintenance Department is managing work orders well. All work orders listed on the report are now within 30 days and are being completed in a timely manner. Some rehab work is being completed by maintenance staff, and most plumbing work is being performed in-house

Director Werner reported that the dumpster enclosures at Hewitt Villa are in need of repair. She is currently awaiting a quote for repairs to the cement block enclosures. Depending on the cost, replacement with wood enclosures may be considered

Erick and Corey successfully passed the NSPIRE training. Erick has already begun conducting Public Housing inspections, and Corey is scheduled to begin Section 8 inspections this week.

The wind damage at Hilltop was more extensive than initially determined by the insurance company. The damage will be reassessed next week.

6. New Business.

A. OHAC Spring Conference

Director Werner reported that she and Beth attended the Spring OHAC Conference. Beth attended the finance update sessions, while Director Werner attended the Directors meeting and the SHARP insurance pool meeting. Director Werner also attended the Two-Year Tool and HOTMA sessions. Both Beth and Laura provided brief updates on the information they learned during the classes.

B. SEMAP

Director Werner informed the Board that the Housing Authority received a letter from HUD stating that it had achieved a High Performer score.

C. Health Insurance Renewal

Director Werner stated that the Medical Mutual insurance plan renews on July 1, 2026. This year's renewal reflects a 4.51% increase, which WiseBridge noted is a very good rate compared to most other groups. No comparable quotes were obtained due to the relatively low increase. Last year, the premium increased by 14.57%, and a review of prior comparisons indicates that current rates remain more favorable than those offered by other carriers. Chairman James Frye called for a motion to accept the Medical Mutual insurance renewal. Kelli Ward made the motion, seconded by Frank Mariano. All ayes were heard. Motion carried.

D. Personnel Policy Manual (Resolution 2026-05)

Clemons, Nelson & Associates updated the Personnel Policy Manual. The policy had not been updated for several years. There were no major changes; only minor revisions were made to ensure compliance with current requirements. Chairman James Frye called for a motion to approve Resolution 2026-05, Adoption of the updated Personnel Policy Manual. Vice Chairman Dmitri Williams made the motion, seconded by Frank Mariano. All ayes were heard. Motion carried.

E. Cybersecurity Program (Resolution 2026-06)

Director Werner reported that the Auditor of State requires adoption of a Cybersecurity Program under Ohio Revised Code 9.64, enacted through House Bill 96. Although the policy is required to be in place by July 1, 2026, the Auditor requested early submission. Director Werner advised that she would present the policy to the Board at this meeting and briefly reviewed its provisions. Chairman James Frye called for a motion to approve Resolution 2026-06, Adoption of the Cybersecurity Program. Kelli Ward made the motion, seconded by Frank Mariano. All ayes were heard. Motion carried.

7. Adjournment.

Motion to adjourn was moved by Frank Mariano and seconded by Vice Chairman Dmitri Williams. All in favor; motion carried. The meeting adjourned at 12:27 p.m.