



## Minutes of June 13, 2018 REGULAR MEETING

A REGULAR MEETING of the Ferndale Housing Commission was held at 5:14 pm. in the Community Room at 415 WITHINGTON STREET.

- A. Roll Call  
Present: Donnie Johnson, Jeannie Davis, Jennifer Bentley (late-excused), Reggie Sutherland (late-excused), Heather Van Poucker  
Absent-Deanna Tartaglia-excused
  
- B. Approval of Agenda  
Motion by Commissioner Johnson, seconded by Davis to approve the Agenda as presented.  
Ayes: All  
Nays: None  
Motion Passed.
  
- C. Hand Up Presentation
  
- D. Approval of Minutes
  - i. Regular Meeting of May 9, 2018  
  
Motion by Commissioner Sutherland, seconded by Davis to approve the minutes with corrections noted by Van Poucker.  
Ayes: Bentley  
Nays: None  
Abstain: Johnson  
Motion Passed.
  
- E. Approval of Financial Report  
Motion by Commissioner Johnson, seconded by Sutherland to approve of the financial report.  
Ayes: All  
Nays: None  
Motion Passed.
  
- F. Approval of Disbursements  
Commissioner Bentley inquired about why there were no addresses for the water bills on the corresponding vendor report. Van Poucker will check on this and try to get the details back on the report.  
Commissioner Bentley also asked about a payment for the installation of a gas line at one of the Scattered Sites. Van Poucker explained that there old plumbing not up to code at one of the houses, which needed to be updated in order for the resident to properly install her dryer.  
  
Motion by Commissioner Johnson, seconded by Sutherland to approve the Public Housing vendor disbursements as presented.  
Ayes: All  
Nays: None  
Motion Passed.

Motion made by Commissioner Sutherland, seconded by Davis to approve the HAP disbursements as presented.

Ayes: All

Nays: None

Motion Passed.

Motion by Commissioner Davis, seconded by Johnson to approve the payroll disbursements as presented.

Ayes: All

Nays: None

Motion Passed.

G. Executive Director's Report

Van Poucker gave overview of operational metrics (occupancy, violation/evictions, delinquencies, work orders, and current bed bug activity.) She noted a couple units at each property that are intentionally being held vacant for RAD and substantial rehab.

Van Poucker is currently working on an RFQ for RAD and shared what she learned at the conference in Washington D.C. A discussion then took place regarding whether or not to stop capital improvements since the RAD process has begun. It was decided that the RAD subcommittee will evaluate and discuss this.

Van Poucker announced that a representative from MERS came to discuss the employee's retirement plans, the option to buy their time banks, and the option to roll time into a 457-retirement plan.

Van Poucker also mentioned the expiration of the Comcast contract, which will happen in a few years and that a rep from Comcast has already been reaching out to her. The board discussed the need for a subcommittee for this when the time comes.

H. New Business

i. FHC Mission

Commissioner Bentley thanked Van Poucker for the pride flags at each building, which goes hand in hand with the mission of the Ferndale Housing Commission.

ii. SEMAP Score

Van Poucker announced that the FHC received 100% for the annual SEMAP score thanks to Jennifer Mondy's hard work as the Section 8 Program Manager.

iii. Mid-Year Payroll and Time Off Banks Detailed Review

Van Poucker presented the mid-year payroll and current time off banks for review. There were no questions from the board.

iv. Approval of Pest Control Contract

Van Poucker reviewed the submitted proposals for pest control service. Van Poucker also shared the opinions gathered from the resident committees and high lighted the pros and cons of each potential service provider.

Motion made by Commissioner Johnson, seconded by Davis to award the pest control contract to Rose Pest Solutions.

Ayes: All  
Nays: None  
Motion Passed.

v. Approval of Restoration Contract

Van Poucker discussed the submitted restoration proposals for 1986 E. Troy Street. Van Poucker stated that the City of Ferndale will give the FHC \$10,000 of CDBG money for the restoration and approximately \$4,000 will come from the FHC. X

Motion made by Commissioner Johnson, seconded by Davis to award the restoration contract to F. Flex.

Ayes: All  
Nays: None  
Motion Passed.

vi. RAD Update

Van Poucker discussed that the FHC is moving forward with RAD and a RAD subcommittee, which needs to schedule their first meeting. So far two resident meetings have been held and Lakeshore Legal Aid and Detroit Eviction Defense were invited to attend. Van Poucker has also met with Ryan Hertz of the South Oakland Shelter for potential social work support.

I. Old Business.

i. Financial Polices Update

Discussed whether or not to continue with the financial policies review while undertaking RAD. It was decided that the FHC should still proceed with the review of the policies and the board will review them at a date yet to be determined.

J. Call to Residents' Committee Members.

Darlene Shanks announced an upcoming committee meeting and inquired if the public wi-fi is working yet. Van Poucker said the FHC is aware of the wi-fi problem and is working on resolving it.

K. Open Call/Call to Audience.

None

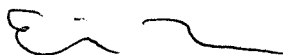
L. Call to Commission.

Commissioner Bentley welcomed Donnie Johnson to the FHC Board of Commissioners.

M. Adjournment.

There being no further business the meeting was adjourned at 5:22 p.m.

SIGNED



DATE: 7/5/18

