



## Minutes of September 12, 2018

A REGULAR MEETING of the Ferndale Housing Commission was held at 5:00 pm in the Community Room at 500 E Nine Mile Road.

A. Roll Call

Present: Jennifer Bentley, Donnie Johnson, Reggie Sutherland, Jeannie Davis, and Heather Van Poucker

Absent: Tartaglia (excused)

B. Approval of Agenda

Motion by Commissioner Sutherland, seconded by Johnson, be it resolved to approve the Agenda as presented.

Ayes: All

Nays: None

Motion Passed.

C. Approval of Minutes

i. Regular Meeting of August 8, 2018

ii. Special Meeting of August 31, 2018

Motion by Commissioner Sutherland, seconded by Johnson, be it resolved to approve the minutes as presented.

Ayes: All

Nays: None

Motion Passed.

C. Approval of Financial Report

Motion by Commissioner Johnson, seconded by Davis, be it resolved to approve the Financial Report as presented.

Ayes: All

Nays: None

Motion Passed.

E. Approval of Disbursements

Review of invoices completed by Sutherland

Bentley requested that staff review 708 Gardendale. Is this a 4 bedroom home, and why bill so high?

Bentley asked about the Blue Care Network invoice description of "diagnostic fee." Van Poucker explained this was a clerical error and confirmed that BCN credited our premium that amount. Bentley asked about the invoice description "resident watch" listed for First Advantage. Van Poucker explained this company completes our annual resident background checks that are completed as part of the recertification process.

Van Poucker explained the reason for the decline in HAP, that the shortfall in late 2017 required that we stop leasing. We could not begin leasing again until March/April at the earliest however we were preparing to open our waiting list. We should see a rebound in units leased and HAP issued in coming months.

Van Poucker noted a slight spike on payroll due to payout of terminated employees unused accrued time at separation.

Motion by Commissioner Davis, seconded by Johnson, be it resolved to approve the Disbursements as presented.

Ayes: All

Nays: None

Motion Passed.

F. Executive Director's Report

The Executive Director asked Commissioner Sutherland to provide recognition of Ms. Florence Kott, celebrating 43 years as a resident of Autumn House. He presented a gift of an FHC throw blanket and a card signed by staff, the board, and Ms. Kott's neighbors.

ED provided an operational report on vacancies, violations, work orders and delinquencies.

RAD update – RFQ for developer consultant/partner is issued. Social Worker started work, attended resident meetings, will have office hours. Next steps, RAB, select partner, capital needs assessment, implement communications plan, plan field trip.

Johnson suggested a direct invitation to the scattered sites for RAB.

Motion by Commissioner Johnson, seconded by Sutherland be it resolved to approve the Executive Director's Report as presented.

Ayes: All

Nays: None

Motion Passed.

G. New Business

1. Introduction of Jessica Esker

ED introduced the new Social Worker, employed by South Oakland Shelter which whom FHC contracts for services. Ms. Esker said she is already getting to know residents and looks forward to her work with them.

2. Review of Communications Plan

Van Poucker reviewed the plan and asked if anything was missed, any questions. She presented her implementation priorities and asked for affirmation this was the right direction. Board agreed with plan and priorities. Johnson stressed that the core message include short-term talking points as well as the longer-term issues.

H. **Old Business (None)**

I. Call to Resident's Committee Members

Autumn House – BBQ was a well-attended and a success. They are planning an open mic night and other activities.

J. Open Call/Call to Audience: None

K. Call to Commission: None

L. Adjournment.

There being no further business, be it resolved the meeting adjourned at 5:40 p.m.

The next REGULAR MEETING of the board is scheduled for Wednesday, October 10, 2018, at 5:00 p.m. in the Community Room at Withington West, 415 Withington.

SIGNED: Jul Bentley DATE: 10/10/18