



**June 10, 2020**

**REGULAR MEETING MINUTES**

A REGULAR MEETING of the FHC Board was called to order on June 10, 2020 at 6:31 PM via Zoom online video conference.

**A. Roll Call**

Meeting called to order at 6:31 PM

Present: Jennifer Bentley, Dan Martin, Deanne Wiltse, Donnie Johnson, Reggie Sutherland, Heather Van Poucker.

**B. Approval of Agenda**

Motion by Commissioner Wiltse, seconded by Sutherland, be it so resolved to approve the Agenda as amended.

Ayes: All      Nays: None      Motion Passed.

**C. Approval of Minutes (signed by Heather Van Poucker)**

**i. Regular Meeting of May 13, 2020**

Motion by Commissioner Sutherland, seconded by Wiltse, be it resolved to approve the minutes of April 15, 2020 as submitted.

Ayes: All      Nays: None      Motion Passed.

**D. Approval of Financial Reports & Disbursements as reviewed & approved by the Finance Committee**

Commissioners Johnson and Martin reviewed the detailed financial reports and disbursement information. The committee received and reviewed: bank account summary; vendor payment log; HAP register with details; payroll summary. Commissioner Sutherland reviewed invoices and counter signed checks.

Motion by Commissioner Sutherland, seconded by Wiltse, be it so resolved to approve the Financial Report as presented.

Ayes: All      Nays: None      Motion Passed.

E. Approval of Financial Statements for the Month Ended April 30, 2020.

Van Poucker provided a summary of the Financials for Month ended April 30, 2020. Motion by Commissioner Wiltse, seconded by Sutherland, be it so resolved to approve the Financial Report as presented.

Ayes: All      Nays: None      Motion Passed.

F. Executive Director's Report

FHC did not move in any new residents during the stay-at-home order and "voluntary transfer" option for residents continued to be on hold. With the stay-at-home order being lifted, it is safe to begin filling units on a very limited basis and with safety procedures in place.

No evictions, late fees or delinquencies were issued in compliance with state and federal guidelines.

Maintenance received 20 emergency/urgent work orders in May.

We have begun the process of applying for shortfall funds.

Remi Heard started work as our part-time receptionist in the office and has been a wonderful addition to FHC.

ROSS Grant Resident Survey was sent to PH residents along with the quarterly newsletter.

Tree trimming quotes are being looked at for one of the scattered site homes and we are still working on quotes for a change machine for the laundry. New laundry vendor services are also being examined.

G. New Business

i. FHC Recognition of and Plans to Address Systemic Racism in the Organization and Its Programs

Heather Van Poucker asked to receive the Board's formal commitment to being an anti-racist organization that views the institution of racism as a public crisis and she outlined proposed actions to ensure examination, identification and education dismantling any inadvertent systems of racism and injustice.

The following structure and actions were proposed:

-Adopt by reference the City of Ferndale's June 8, 2020 Declaration of Commitment to Antiracism and Corresponding Resolution.

-Convene a resident/HCV participant taskforce to lead organizational anti-racism efforts.

-Engage a professional facilitator to develop complete curriculum for staff and residents helping to identify race-based biases and create a plan for repair and correction.

- Review and reform personnel policies.
- Review both programs' guiding policy documents.
- Develop staff training and education program.
- Establish FHC participation/representation with other groups focused on anti-racism.
- Create board advocacy committee to lobby HUD/State & Federal officials to enable antiracist policies to work.
- Adopt Juneteenth as a holiday in observance of the emancipation of those who had been enslaved.

Motion by Commissioner Martin, seconded by Wiltse, be it so resolved to adopt by reference the City of Ferndale's June 8, 2020 Declaration of Commitment to Antiracism and Corresponding Resolution and adopt Juneteenth as an FHC holiday.

Ayes: All    Nays: None    Motion Passed.

ii. Board Meeting Location for remainder of 2020

The FHC Board meetings will continue via Zoom to ensure the health and safety of residents, board members and the community.

iii. Update on COVID-19 response plan

Heather Van Poucker provided a compliance plan that is available to residents and which all staff have been trained on in accordance with State of Michigan requirements. She further stated that Oakland County Health Department with support from the Ferndale Fire Department completed door-to-door testing at both buildings. Testing was also available to caregivers, staff, scattered site residents and contractors who regularly enter the properties.

iv. Update on late rent fees/waiver

Heather Van Poucker stated that all late fees have been waived since April and no violations for late payment or non-payment have been issued. FHC is NOT permitted to waive rent.

Delayed rent and waiver of late fees was offered to assist with cash-flow challenges. Residents have been provided access to free food delivery options and errand assistance as well as an array of support services to help alleviate budget strain throughout the stay-at-home order.

v. Presentation of air conditioner loan pilot program

Heather Van Poucker presented an AC loan pilot program that would provide residents relief from the summer heat. Buildings do not have AC. Community rooms do serve as cooling centers and have AC, however offering this program would allow residents to remain comfortable in their unit and minimize social interactions keeping them safe during the pandemic.

Residents would agree to pay a \$50 deposit and sign use/care agreement. Maintenance will install at no charge and use strict COVID pre-screening, social distancing, and PPE.

vi. Approval of capital improvements to support 'safer-at-home' plan

Heather Van Poucker asked that the board approve budget funded by accessing several grants to undertake urgent projects which would allow residents at our properties to remain 'safer-at-home'.

Motion by Commissioner Martin, seconded by Johnson, be it so resolved to approve the capital improvements budget to support 'safer-at-home' plan.

Ayes: All      Nays: None      Motion Passed.

H. Old Business

None.

I. Open Call/Call to Audience

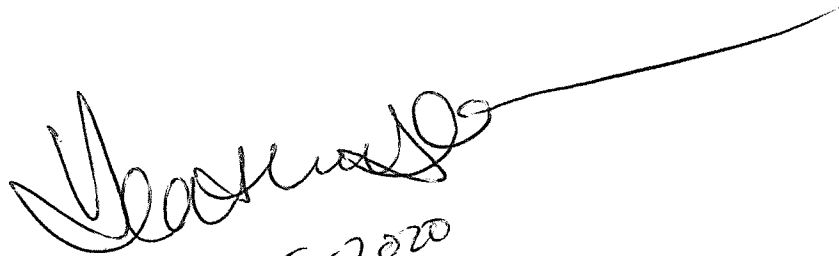
Dana Parke said she appreciated Heather Van Poucker's plans to address systemic racism and supported the discussion of the FHC Board.

J. Call to Commission

Commissioner Martin announced that FernCare is back to seeing new patients while adhering to strict COVID-19 PPE protocol and asked that Jessica Esker (social worker) and residents be made aware (via social media, etc.).

K. Adjournment

MEETING ADJOURNED AT 7:15 PM



7-15-2020