



October 19, 2020

REGULAR MEETING MINUTES

A REGULAR MEETING of The FHC Board was called to order on **October 19, 2020 at 6:31 PM** via Zoom online video conference.

A. Roll Call

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

Absent: Deane Wiltse (excused)

B. Approval of Agenda

Motion by Commissioner Martin; seconded by Johnson, be it so resolved to approve the Agenda as amended.

Ayes: All Nays: None Motion Passed.

C. Approval of Minutes (signed by HVP)

i. Regular Meeting of September 16, 2020

Motion by Commissioner Johnson; seconded by Martin, be it so resolved to approve the minutes of September 16, 2020 as amended.

Ayes: All Nays: None Motion Passed.

ii. Strategic Planning Meeting: September 26, 2020

Motion by Commissioner Martin; seconded by Johnson, be it so resolved to approve the minutes of September 16, 2020 as amended.

Ayes: All Nays: None Motion Passed.

D. Approval of Financial Reports; Payrolls & Disbursements as reviewed 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 Martin; seconded by Johnson, be it so resolved to approve the Financial Report as presented.

Ayes: All Nays: None Motion Passed.

E. Approval of Financial Statements for Month Ended August 31, 2020, Public Housing and Housing Choice Voucher Programs

Van Poucker provided a summary of the Financials for Month ended August 31, 2020. Motion by Commissioner Johnson; seconded by Martin, be it so resolved to approve the Financial Report as presented.

Ayes: All Nays: None Motion Passed.

F. New Business

- i. Approval of Public Housing Utility Allowances changes effective January 2, 2021.

Motion by Commissioner Johnson; seconded by Martin, be it so resolved to approve the Public Housing Utility Allowances changes effective January 2, 2021.

Ayes: All Nays: None Motion Passed.

- ii. Approval of Housing Choice Voucher Utility Allowances, changes effective January 1, 2021.

Motion by Commissioner Martin; seconded by Johnson, be it so resolved to approve the Public Housing Utility Allowances changes effective January 1, 2021.

Ayes: All Nays: None Motion Passed.

- iii. Approval of HCV Administrative Plan 16-II.C. UTILITY ALLOWANCES (24 CFR 982.517) to provide for air conditioning allowance.

Motion by Commissioner Johnson; seconded by Martin, be it so resolved to approve the HCV Administrative Plan 16-II.C. UTILITY ALLOWANCES (24 CFR 982.517) to provide for air conditioning allowance.

Ayes: All Nays: None Motion Passed.

- iv. Approval of HCV Payment Standards adjusted for 2021 Fair Market Rents.

Motion by Commissioner Sutherland; seconded by Johnson, be it so resolved to approve HCV Payment Standards adjusted for 2021 Fair Market Rents.

Ayes: All Nays: None Motion Passed.

- v. Review of DRAFT 2021 Strategic Plan Executive Summary

Draft is reflective of planning session and goals. Martin asked that Van Poucker plan to present finalized FHC Strategic Plan to City Council in early 2021.

- vi. Adoption of Annual Plan

Motion by Commissioner Johnson; seconded by Sutherland, be it so resolved to approve the Adoption of the Annual Plan.

Ayes: All Nays: None Motion Passed.

G. Executive Director's Report

Heather Van Poucker related the Public Housing Operational Reports including pest activity, warnings/lease violations, admissions, and occupancy rate. Urgent/Emergency work orders continue to be completed and routine work orders being completed according to Covid safety protocols. Seasonal change-over work continues.

The sidewalk at Withington has been completed. The driveway and walkway are scheduled to be completed. Autumn House had new sidewalks installed to create a safer and more accessible pathway for residents. A new address sign, bench and planters will replace the crumbling raised bed at the corner.

Plans for updates to laundry rooms at both buildings are being finalized.

Financials for month ending August, 2020 are attached. The 2019 audit is underway, remotely.

ROSS work continues with the Social Worker providing supportive services, pantry deliveries are weekly to both buildings and scattered site homes.

IDEA Initiative continues planning for survey and Task Force selection.

The County is providing second round of free, onsite Covid testing for all adult FHC residents and staff. Ferncare will provide free flu vaccines to all residents and staff in early November.

Attached is the news release re: MDHHS Covid-19 Emergency Order. We remain extremely cautious with our safety protocols and plan to maintain restrictions indefinitely to keep residents and staff safe and healthy.

H. Old Business

(None)

I. Open Call/Call to Audience

(None)

J. Call to Commission

Dan Martin: Community Foundation applications through City of Ferndale Due

Donnie Johnson: HVP to speak with contacts at Affirmations

K. Adjournment

MEETING ADJOURNED AT: 7:00 PM.

A handwritten signature in black ink, appearing to read "Dan Martin", with a long horizontal line extending to the right.

Nov 18, 2020