



April 15, 2021

REGULAR MEETING MINUTES

A REGULAR MEETING of the FHC Board was called to order on April 15, 2021 at 6:32 PM via Zoom online video conference.

A. Roll Call

Present: Jennifer Bentley (Ferndale, MI), Deanne Wiltse (Pontiac, MI), Reggie Sutherland (Ferndale, MI), Donnie Johnson (Ferndale, MI), Heather Van Poucker (Brighton, MI).

Absent: Dan Martin (excused)

B. Approval of Agenda

Motion by Commissioner Sutherland, 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 Heather Van Poucker)

i. Regular Meeting of March 10, 2021

Motion by Commissioner Johnson, seconded by Sutherland, be it resolved to approve the minutes of the Regular Meeting of March 10, 2021 as submitted.

Ayes: All Nays: None Abstained: Wiltse Motion Passed.

ii. Closed Meeting of March 10, 2021

Motion by Commissioner Johnson, seconded by Sutherland, be it so resolved to approve the minutes of the Closed Meeting of March 10, 2021.

Ayes: All Nays: None Abstained: Wiltse Motion Passed.

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

Commissioner Johnson stated the Finance Committee had reviewed detailed financial reports and disbursement information and recommends the board approve all financial reports and

disbursements as submitted. Commissioner Sutherland reviewed invoices and counter signed checks.

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

Ayes: All Nays: None Motion Passed.

E. New Business

- i. Resolution Approving Changes to Housing Choice Voucher Program Payment Standards
Discussion regarding changes to Housing Choice Voucher Program payment standards which will increase the opportunity for families to have more and better quality housing choices when searching for a home.

Motion by Commissioner Johnson, seconded by Wiltse, be it so resolved to approve the resolution approving changes to Housing Choice Voucher Program Payment Standards.

Ayes: All Nays: None Motion Passed.

- ii. Approval of customer service banking enhancements and associated expenditures through previously budgeted funds as detailed in supporting documentation.

Van Poucker provided an overview of the upcoming program to implement the customer service banking enhancements for both programs. This program would enable program recipients an opportunity to access an online portal established on our website to directly pay their rent online through electronic transfer from their bank account. In-person training and resources on banking safely and using online banking will be provided by Comerica.

Motion by Commissioner Johnson; seconded by Sutherland, be it so resolved to approve the customer banking enhancements and associated expenditures through previously budgeted funds as detailed in the supporting documentation.

Ayes: All Nays: None Motion Passed.

- iii. Approval of Property and Liability Insurance Renewal in the amount of \$61,844, budget line item 4510.

Van Poucker provided details as to the increase in FHC property and liability insurance budget as well as information on quotes from other insurance providers.

Motion by Commissioner Sutherland; seconded by Johnson, be it so resolved to approve Property and Liability Insurance Renewal in the amount of \$61,844, budget line item 4510.

Ayes: All Nays: None Motion Passed

F. Executive Director's Report

Heather Van Poucker reviewed the Public Housing operational reports for the month including occupancy, delinquencies, work orders and lease violations/warnings. Maintenance is expected to have the last year's worth of routine work orders caught up by the end of April.

A more detailed tracking process for complaints/violations has been created to improve transparency and respond to concerns/perceptions raised through the IDEA initiative. The board will be provided with detailed reporting and a summary/redacted information with residents at their monthly meetings and in our newsletters.

Late fee waivers on rent while the eviction moratorium remains in effect will continue.

Over 60% of our residents age 65+, and 67% of staff are now fully vaccinated. All residents (including scattered site families) had access to an on-site vaccine clinic at both buildings. After the second dose clinic on April 26th 60% of all residents will be fully vaccinated. We are encouraging residents to let us know when they get vaccinated so we can monitor our vaccination rates and continue to ease restrictions accordingly. We have a vaccine resource list for residents.

Resident meetings were held at both buildings. Residents signed up in groups of 10 or less to allow for safe social distancing.

Van Poucker attended a March IDEA Task Force meeting to provide details on programs and suggest policy areas of focus. She also provided a policy review summary to the project consultant as a framework to guide review of FHC policies.

Commissioner Wiltse was reappointed at the March 22, 2021 City Council Meeting to her first full five-year term to begin May 1, 2021 and run through April 30, 2026. She was originally appointed on March 13, 2017 to a partial term and is eligible to serve 2 full five-year terms.

Remi Heard has accepted the full-time position in the front office.

Plans are being worked out to incorporate a limited hours satellite office at Autumn House.

G. Old Business

- i. Approval of Remote Meeting Schedule through June 30, 2021 in conformance with City of Ferndale March 22, 2021 Resolution Declaring a Local State of Emergency (Covid-19).

Motion by Commissioner Johnson; seconded by Wiltse, be it so resolved to approve the Remote Meeting Schedule through June 30, 2021 in conformance with the City of Ferndale March 22, 2021 Resolution Declaring a Local State of Emergency (Covid-19).

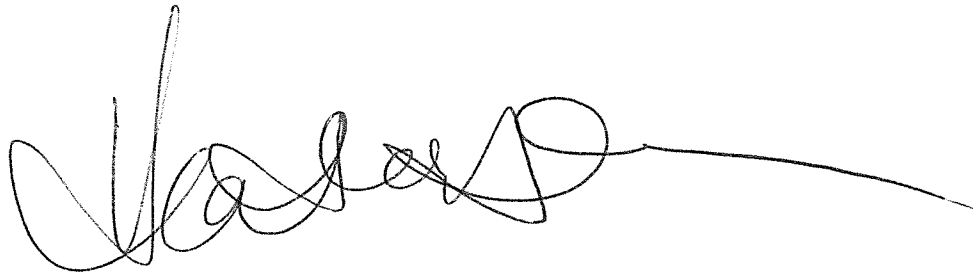
Ayes: All Nays: None Motion Passed.

H. Open Call/Call to Audience
(NONE)

I. Call to Commission

Commissioner Wiltse discussed CERA (Covid Emergency Rental Assistance) Funding that is available in Oakland County.

J. Adjournment. MEETING ADJOURNED AT 7:06 PM.

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