



A REGULAR MEETING of the FHC Board was called to order on May 15, 2023, at 6:34 PM in the Community Room of 415 Withington Street.

1. Roll Call
Present: Jennifer Bentley, Donnie Johnson, Reggie Sutherland, Emily Tong
Absent (excused): Dan Martin, Deanna Wiltse
2. Approval of Agenda
Motion by Commissioner Bentley, seconded by Johnson, be it so resolved to approve the agenda as submitted.
Aye: All Nays: None Motion Passed.
3. Approval of the Minutes (signed by Becky Prickett)
 - a. Regular Meeting April 17, 2023

Motion by Commissioner Johnson, seconded by Bentley be it so resolved to approve the Regular Meeting Minutes of April 17, 2023, as submitted.

Ayes: All Nays: None Motion Passed.
4. Approval of Financial Statements, Payrolls, Disbursements, Bank Statements, and other financial documents and reports as reviewed and recommended by the Finance Committee.

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

Ayes: All Nays: None Motion Passed.
5. Open Call/Call to Audience
An HCV participant along with a family member were present at the meeting. They asked who they can direct their concerns to if they are dissatisfied with the answers, they are receiving from the FHC. Board members responded that all their contact information is on the FHC website.
6. Executive Director's Report
Emily Tong reported on pest control, lease violations, occupancy, delinquencies, and work orders. The 2022 Workman's Compensation Audit has been completed.

Emily Tong reported on work orders, pest control, vacancies, rental delinquencies, lease violations, warning letters, and social work services for the month of May. An update on the generator at Autumn House was provided. Tong reviewed the FHC's SEMAP score and the results of the City of Ferndale reinspections at AH and SS homes. Property damage at a SS home was discussed as well.

7. ROSS Program Coordinator Report

Becky Prickett was absent from the meeting. The ROSS report was included in the board packet for review.

8. Old Business

a. Proposal for 3rd HCV Occupancy Specialist

Tong reviewed her proposal and requested to add a 3rd HCV Occupancy Specialist at the FHC.

Motion by Commissioner Johnson, seconded by Bentley to approve proposal for Tong to hire a 3rd HCV Occupancy Specialist.

Ayes: All Nays: None Motion passed.

b. Updated Job Description for Deputy Director/Public Housing Manager

Tong reviewed the updated Public Housing Manager job description to include the duties, tasks, and qualifications for a Deputy Director/PH Manager dual role.

Motion by Commissioner Johnson, seconded by Bentley to approve the updated job description.

Ayes: All Nays: None Motion passed.

c. Approval for Release of Funds and Certification to HUD for Raymond E. Shepherd House

Tong presented an FHC Resolution Approving Request for Release of Funds and Certification to HUD for Full Circle Communities/Raymond E. Shepherd House PBVs to be signed by board chair of the meeting.

Motion by Bentley, seconded by Johnson to approve the resolution and request for release of funds.

Ayes: All Nays: None Motion Passed.

9. New Business

a. Approval of City of Ferndale Rain Barrel Program

Motion by Commissioner Bentley, seconded by Johnson, to approve the City of Ferndale of Ferndale's Rain Barrel Program for the 43 SS homes.

Ayes: All Nays: None Motion Passed.

b. Approval of 2023 Property and Liability Insurance Renewal

Motion by Commissioner Johnson, seconded by Bentley to approve the 2023 Property and Liability Insurance Renewal.

Ayes: All Nays: None Motion Passed.

c. Approval of 2023 Proposed Budget Revision

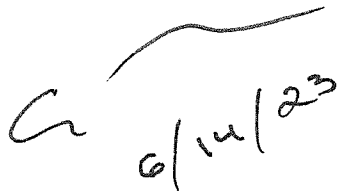
Motion by Commissioner Johnson, seconded by Bentley to approve the revised 2023 budget.

Ayes: All Nays: None Motion Passed.

10. Call to Commission

FHC board member Donnie Johnson announced an upcoming event at Treat Dreams in Ferndale on May 23, 2023, and invited anyone who wishes to attend.

11. Adjournment: 7:12 PM

 6/14/23