



August 12, 2020

**REGULAR MEETING MINUTES**

A REGULAR MEETING of the FHC Board was called to order on August 12, 2020 at 6:32 PM via Zoom online video conference.

A. Roll Call

Meeting called to order at 6:31 PM

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

*Johnson late*

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 July 15, 2020

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

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

D. New Business

i. Presentation of Proposal(s) to provide consulting/facilitation for FHC's Inclusion, Diversity, Equity, and Anti-Racism (IDEA) Initiative

Kathleen LaTosch of LaTosch Consulting in Ferndale, MI presented. A summary of related experience and consulting qualifications was described as well as an in-depth proposal for approach, timeframe, and cost summary. LaTosch included: Process Initiation & Maintenance, Data Collection, Task Force Facilitation, Policy Review Recommendations, and a Suggested Timeline for the IDEA Initiative.

Motion by Commissioner Wiltse, seconded by Sutherland, be it so resolved to approve the proposal by LaTosch Consulting to provide consulting/facilitation for FHC's Inclusion, Diversity, Equity, and Anti-Racism (IDEA) Initiative.

Ayes: All      Nays: None      Motion Passed.

ii. Presentation of City of Ferndale Affordable Housing Study

Jordan Twardy, Director of Community and Economic Development for the City of Ferndale presented an overview of the City of Ferndale Inclusive & Affordable Housing Study that is near completion.

iii. Discussion re: Fall Strategic Planning Session

Due to continued health and safety concerns of the Covid-19 pandemic, Heather Van Poucker proposed a two-hour remote session for the FHC Annual Strategic Planning Session. Van Poucker to establish a date/time according to board member availability.

E. 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 Martin, seconded by Wiltse, be it so resolved to approve the Financial Report as presented.

Ayes: All      Nays: None      Motion Passed.

F. Approval of Financial Statements for the Month Ended June 30, 2020.

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

Ayes: All      Nays: None      Motion Passed.

G. Executive Director's Report

We are opening the Public Housing Wait List August 24, 2020 until August 28, 2020. Notices will be posted on our website, on affordablehousingonline.com, and flyers will be posted in our buildings. Information will also be posted via social media and local organizations (the City of Ferndale, FADL, senior groups, etc.). Applications will be taken online only, with alternatives available for reasonable accommodation. There will be no in-person visits at our office.

As of July 31, there were 10 vacancies. Two filled the first week of August and another will be filled this week.

Eviction notices will be issued with extreme caution and only when all alternatives have been exhausted.

Maintenance received 39 work orders in May.

An informational August Newsletter was included with rent receipts to all residents.

Bank statements, investments, and savings accounts have been reviewed and all accounts have been successfully reconciled by the Fee Accountant. Our 2019 audit is underway as well as an annual review of our utility rates.

In July, the Social Worker reported 55 contacts. Finishing touches are being completed on computer labs at both buildings and small group training programs and/or virtual instruction to assist residents with technology is being developed.

Scattered site appraisals continue to be on hold due to statewide Covid-19 status.

H. Old Business

None.

I. Open Call to Audience

None.

J. Call to Commission

None.

K. Adjournment

MEETING ADJOURNED AT 7:57 PM.

A handwritten signature in blue ink, appearing to read "Charles [unclear]", with a long horizontal flourish extending to the right.

9/16/2020