



**February 10, 2021**

**REGULAR MEETING MINUTES**

A REGULAR MEETING of The FHC Board was called to order on **February 10, 2021 at 6:30 PM** via Zoom online video conference.

**A. Roll Call**

Present: Jennifer Bentley (Ferndale, Michigan), Dan Martin (Ferndale, Michigan), Reggie Sutherland (Ferndale, Michigan), Heather Van Poucker (Brighton, Michigan), Donnie Johnson (Ferndale, Michigan), Deanna Wiltse (Detroit, Michigan)

**B. Approval of Agenda**

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

Ayes: All      Nays: None      Motion Passed.

**C. Approval of Minutes (signed by HVP)**

**i. Annual Meeting of January 13, 2021.**

Motion by Commissioner Johnson; seconded by Wiltse, be it so resolved to approve the minutes of the Annual Meeting of January 13, 2021.

Ayes: All      Nays: None      Abstained: Dan Martin      Motion Passed.

**ii. Regular Meeting of January 13, 2021.**

Motion by Commissioner Johnson; seconded by Wiltse, be it so resolved to approve the minutes of the Regular Meeting of January 13, 2021.

Ayes: All      Nays: None      Abstained: Dan Martin      Motion Passed.

D. Approval of Financial Statements, 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 Sutherland; seconded by Wiltse, be it so resolved to approve the financial report as presented.

Ayes: All          Nays: None          Motion Passed.

E. New Business

- i. Approval of Northend Laundry contract to provide laundry services and card kiosk systems for both apartment buildings beginning March 1, 2021.

Motion by Commissioner Martin; seconded by Johnson, be it so resolved to approve the Northend Laundry contract to provide laundry services and card kiosk systems for both apartment buildings beginning March 1, 2021.

Ayes: All          Nays: None          Motion Passed.

- ii. Approval of public notice, public comment period and hearing date regarding proposed changes to the Housing Choice Voucher Program Administrative Plan, Chapter 17 "Project-Based Vouchers."

Motion by Commissioner Johnson; seconded by Wiltse, be it so resolved to approve public notice, public comment period and hearing date regarding proposed changes to the Housing Choice Voucher Program Administrative Plan, Chapter 17 "Project-Based Vouchers."

Ayes: All          Nays: None          Motion Passed.

- iii. Authorization to proceed with "Source of Income Discrimination" Initiative

Motion by Commissioner Martin; seconded by Johnson, be it so resolved to approve authorization to proceed with "Source of Income Discrimination" Initiative.

Ayes: All          Nays: None          Motion Passed.

iv. Authorization to pursue Foster Youth Initiative (FYI) Voucher program

Motion by Commissioner Sutherland; seconded by Johnson, be it so resolved to approve authorization to pursue Foster Youth Initiative (FYI) Voucher program.

Ayes: All      Nays: None      Motion Passed.

v. Authorization to post and fill entry level Housing Choice Specialist position to support FY Program if necessary

Motion by Commissioner Sutherland; seconded by Johnson, be it so resolved to post and fill entry level Housing Choice Specialist position to support FY Program if necessary.

Ayes: All      Nays: None      Motion Passed.

F. Executive Director's Report

Heather Van Poucker reviewed the Public Housing operational reports for the month including pest control, lease violations/warnings, delinquencies, occupancy, and work orders. Van Poucker reviewed the bank statements, investments, and savings accounts; all accounts having been successfully reconciled by the Fee Accountant. We are beginning to see an impact on water bills due to water meter change over program. Significant variation will be followed up with the city and maintenance is verifying if there any plumbing issues. ROSS Coordinator continues to plan and implement programming focused on aging in place, health/wellness, and financial literacy. Building pantries have been consistently full and deliveries of pantry packs to scattered site homes occur weekly. Zoom meetings are being planned for residents to help with isolation and help provide computer literacy. Residents were provided with a Black History Month calendar that offers at least one free virtual event/activity for each day of the month. It has been posted on our website. A COVID-19 Vaccine Clinic is being planned at both buildings. The first Inclusion, Diversity, Equity & Anti-Racism (IDEA) Initiative task force meeting was held and is continuing to plan virtual group meetings.

G. Old Business  
(NONE)

H. Open Call/Call to Audience  
(NONE)

I. Call to Commission  
(NONE)

MEETING ADJOURNED AT: 6:57 PM.