



July 14, 2021

## REGULAR MEETING MINUTES

A REGULAR MEETING of the FHC Board was called to order on July 14, 2021, at 6:30 PM in the Community Room at 500 E. Nine Mile

### A. Roll Call

Present: Dan Martin, Deanna Wiltse, Reggie Sutherland, Donnie Johnson, Heather Van Poucker.

Absent: Jennifer Bentley (excused)

### B. Approval of Agenda

Motion by Commissioner Martin, 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 Heather Van Poucker)

#### i. Regular Meeting of June 9, 2021

Motion by Commissioner Johnson, seconded by Wiltse, be it resolved to approve the minutes of the Regular Meeting of June 9, 2021, as submitted.

Ayes: All      Nays: None      Motion Passed.

#### ii. Closed Session of June 9, 2021

Motion by Commissioner Johnson, seconded by Wiltse, be it resolved to approve the minutes of the Closed Session of June 9, 2021.

Ayes: All      Nays: None      Motion Passed.

#### iii. Special Meeting of June 23, 2021

Motion by Commissioner Johnson, seconded by Wiltse, be it resolved to approve the minutes of the Special Meeting of June 23, 2021.

Ayes: All      Nays: None      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. Van Poucker explained the variance in YTD Actual to Budget was due to timing of draw downs on grant receivables and front-loading some maintenance work (plumbing repairs at scattered sites, large number of unit flips at beginning of the year, laundry room work, etc.) and it will even out over the 3<sup>rd</sup> & 4<sup>th</sup> quarters of the year.

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

Ayes: All          Nays: None          Motion Passed.

E. Executive Director's Report

i. Monthly Update

Heather Van Poucker reviewed the Public Housing operational reports for the month including occupancy, delinquencies, work orders and lease violations/warnings. Staff mailed out packets to 14 families with delinquent rents to set up a repayment plan, and to provide information/resources on CERA and other programs that may be of assistance. The eviction moratorium was extended through July 31<sup>st</sup>. We have continued to waive late fees throughout the moratorium.

The satellite office at Autumn House opened. It will be staffed mornings, Monday-Thursday. There has been a delay in filling the part time receptionist position.

Staff retreat was held with Public Housing Staff (Emily, Becky, Jessica) to discuss findings from IDEA Initiative, primarily communication with and service approach for residents. Board President Bentley connected us with a leader at the Ferndale Elks and Becky has worked with them to plan an introductory event with more potential programming and partnership to come.

F. Open Call/Call to Audience

Sherry Wells made comments regarding Jennifer Bailey's relocation.

Jennifer Bailey added her comments regarding her relocation process. She also asked about building issues and guests of residents.

Commissioner Wilste asked if Ms. Bailey had made FHC Staff members aware of these issues and if she was familiar with how the process of reporting issues to staff worked.

Heather Van Poucker gave an overview of the process/overview of reporting a violation; reporting maintenance issues; and the eviction process.

Commissioner Martin added comments toward how an eviction process would work and that due diligence is followed to protect an individual's right to housing.

Commissioner Wilste reiterated how long a process eviction can be during this time citing recent instances she has been involved with as a professional social worker.

Commissioner Johnson added clarification on the eviction process and stated that lengthy process is to protect an individual from losing their home as well as to protect them from those who may be making false claims.

Heather Van Poucker asked that residents provide reports with dates/times/details when submitting complaints so staff can take decisive action when a violation is reported.

#### G. New Business

##### i. IDEA Subcommittee Initial Report on Implementation Plans

Commissioner Wilste and Commissioner Martin will act as FHC IDEA Subcommittee.

There are 114 recommendations from the IDEA Report. Heather Van Poucker will work on a communication plan and will coordinate with the City of Ferndale to post progress.

##### ii. Debriefing on Withington Power Outage

Heather Van Poucker gave a report on the loss of power due to bad weather at 415 Withington on 6/28 and 7/07. Thanks to the City of Ferndale and staff for coordinating a cooling center and transportation on 6/28.

##### iii. Update on Scattered Site Repositioning Plan

Heather Van Poucker reviewed the five 'next steps' identified for restarting the portfolio repositioning with a priority on scattered sites. 1) Finalize outstanding items from Devon Trace (former non-profit). 2) Finalize title clean-up. 3) Explore potential publicly held land that may be suitable for our plans. 4) Explore privately held land that may be suitable for our plans. 5) Begin disposition process for vacant scattered sites.

#### H. Call to Commission

Commissioner Martin stated that the local ordinance for Fair Housing will be coming before City Council on 7/26.

Commissioner Sutherland shared that one of the Autumn House residents put together a well-attended chili and movie night.

Adjournment of Closed Session: 7:30 PM.



10.13.21