



A REGULAR MEETING of the FHC Board was called to order on February 28, 2022, at 6:30 PM in the Community Room at 500 E. Nine Mile Rd.

1. Roll Call

Present: Jennifer Bentley (via Zoom/Ferndale, MI), Dan Martin, Reggie Sutherland, Donnie Johnson (via Zoom/Detroit, MI), Heather Van Poucker.

Absent: Deanne Wiltse (excused)

2. Approval of Agenda

Motion by Commissioner Sutherland, seconded by Johnson, be it so resolved to approve the agenda.

Ayes: All Nays: None Motion Passed.

3. Approval of Minutes (signed by Heather Van Poucker)

a. Annual Meeting of January 24, 2022; Regular Meeting of January 24, 2022.

Motion by Commissioner Bentley, seconded by Sutherland, be it resolved to approve the Annual Meeting Minutes of January 24, 2022, and the Regular Meeting of January 24, 2022, as submitted.

Ayes: All Nays: None Motion Passed.

4. Approval of Financial Statements, Payrolls, Disbursements, Bank Statements, and other financial documents as reviewed & approved 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
(None)

6. 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. Kapnick Insurance Group has been appointed to act as our Broker of Record. Two sweep accounts will be established for funds in excess of \$25,000 to keep HCV and PH funds separate.

RFP's are being prepared for plumbing, unit turnaround, custodial, pest control and elevator maintenance services. A utility rate study update is underway through Nelrod. Our IDEA initiative was presented as part of our 'Community Update' to City Council. Certificates of Appreciation were created and distributed to Task Force members. Jamillah Summers has accepted to part-time receptionist position. 'Lunch and Learn' meetings will continue to be scheduled for staff training on equity, diversion, inclusion, systemic racism, mental health first aid and trauma informed care.

7. New Business

- a. Approval of Sweep Accounts for Public Housing and HCV Program Funds
Motion by Commissioner Johnson, seconded by Sutherland, be it so resolved to approve Sweep Accounts for Public Housing and HCV Funds.

Ayes: All. Nays: None Motion Passed.

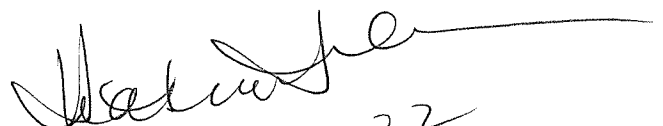
- b. Review of Project Based Vouchers Chapter from Administration Plan
Van Poucker provided the board with an update on the 8 PBVs to be awarded to the Sheppard House development through Full Circle. She indicated that since Sheppard House went through the competitive MSHDA LIHTC process, our ACOP did not require a separate bid process for the PBVs. However, Full Circle indicated that it may be prudent to undertake that process anyhow. Van Poucker indicated she presented the information to our HUD Field Office contact and was awaiting affirmation that a non-competitive process would suffice for a development that went through the competitive State LIHTC competitive process.

- c. Review of Proposals to Provide HCV Search Assistance
Motion by Commissioner Sutherland, seconded by Bentley, be it so resolved to approve Proposal to Provide HCV Search Assistance.

Ayes: Jennifer Bentley, Dan Martin, Reggie Sutherland, Donnie Johnson
Nays: None Motion Passed.

- d. Review of Proposal to Provide IT MSP Essentials (IT Services)
Van Poucker provided an overview of the increased need the organization had for strategic-level IT support and consulting. She provided a proposal from MSP Essentials, which is the IT provided selected by the City of Ferndale through its competitive bid process. FHC purchasing process permits the Housing Commission to utilize another public entity's competitive process should we wish to do so. Van Poucker will compile a list of questions/follow-up items from the board discussion to further explore whether MSP Essentials could be a fit.

8. Call to Commission (None)
9. Adjournment – 6:58 PM


3-21-22