



March 10, 2021

REGULAR MEETING MINUTES

A REGULAR MEETING of The FHC Board was called to order on **March 10, 2021 at 6:31 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)

Absent: Donnie Johnson (excused), Deanna Wiltse (excused)

B. Approval of Agenda

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

Ayes: All Nays: None Motion Passed.

C. Approval of Minutes (signed by HVP)

i. Regular Meeting of February 10, 2021.

Motion by Commissioner Martin; seconded by Sutherland, be it so resolved to approve the minutes of the Annual Meeting of February 10, 2021.

Ayes: All Nays: None 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 Martin; seconded by Sutherland, be it so resolved to approve the financial report as presented.

Ayes: All Nays: None Motion Passed.

E. New Business

- i. Executive Director Report on COVID-19 Safety Plan.
 - a. Residents over age 65, their caregivers and staff will receive second Moderna vaccine on 3/23. All residents age 18 and over and their caregivers will have access to Johnson & Johnson vaccine 3/22.
 - b. Beginning 3/15. Masks are required to enter any building and all public areas. Routine work orders will resume (masks required while staff is present). Front office open for residents. Residents may gather in indoor public areas, up to 10 people, socially distant, masks required, no food/drink. Residents may gather in outdoor public areas, up to 25 people, socially distant, masks required when not eating/drinking.
 - c. Beginning 4/01. Masks required to enter any building and in all public areas. Building open to non-essential visitors to visit residents in their unit, limited to 3 households (resident + 2 other households, 10 people maximum. Indoor public areas of building remain closed to visitors. Outdoor gatherings that include visitors are limited to 3 households (resident + 2 other households), 10 people maximum, socially distant, masks required when not eating/drinking. Residents may gather in outdoor public areas, up to 25 people, socially distant, masks required when not eating/drinking.
- ii. Discussion of Future In-Person Public Meetings
 - a. Discussion of several options for In-Person Public Meetings including continuing Zoom format and blended version of in-person with Zoom option for those not wanting to attend in-person. Will revisit item in April for May's meeting after April Resident Meetings.
- iii. Receive & File: 2020 SEMAP Waiver
 - a. Typically, in March, the FHC Board would certify our SEMAP submission for the previous years' Housing Choice Voucher program. This year we are not required to, and HUD is not issuing submissions unless requested. Our previous score was 100/100.
- iv. Approval of minor update to Lease & Admissions and Continued Occupancy Policy to comply with recent PIH Notice

Motion by Commissioner Sutherland; seconded by Martin, be it so resolved to approve minor update to Lease & Admissions and Continued Occupancy Policy to comply with recent PIH Notice.

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. Routine work orders will resume March 15, 2021.

Laundry room makeovers at both buildings are nearly complete. New equipment has been installed, wallpaper removed, and new paint, flooring, lighting, and window coverings installed. New seating, decor and added convenience accessories like ironing stations, drying racks, folding tables, and laundry carts were also added. Staff has done on-site demonstrations of new card kiosk system.

Annual Operating Subsidy for Public Housing has been submitted; financial statements for January 2021 are attached.

ROSS Update – pantry deliveries continue at scattered sites and buildings. Financial literacy/computer literacy sessions are being planned. Social Worker continued services for conflict resolution, mental health, and service coordination. Small group in-person activities to begin again in April.

Over 60% of our residents age 65+, and 67% of staff, received the Moderna vaccine from the County on 2/23 with second doses scheduled for 3/23. All residents will have access to the single-dose Johnson & Johnson vaccine on-site at both buildings 3/22.

Task force and planning meetings continue for the IDEA Initiative. Recommendations for the board are anticipated by May/June.

G. Move to CLOSED SESSION

Motion by Commissioner Martin to go into closed session to discuss pending legal matter; seconded by Sutherland. Moved to CLOSED SESSION: 6:58 PM.

Motion by Commissioner Martin to end closed session and return to public meeting; seconded by Sutherland. End of CLOSED SESSION: 7:02 PM.

H. Old Business
(NONE)

I. Open Call/Call to Audience
(NONE)

J. Call to Commission
Dan Martin CDBG Funding for Oakland County.

MEETING ADJOURNED AT: 7:03 PM.