



Meeting No. 607

December 16, 2021

A Regular Board Meeting (No. 607) of the Detroit Housing Commission was held on Thursday, November 18, 2021, at 10:00 a.m. The meeting was conducted via a Zoom Video Conference considering the requirement to maintain social distancing to mitigate the spread of the Coronavirus.

Guests Present via Zoom:

Zachary Rowe, Friends of Parkside

DHC Staff Present:

Sandra B. Henriquez, Fatima Garland, Joy Flood, Kevin Kubacki, Armeca Crawford, David Bruhoff, Shariq Sajjad, Matthew Lents, Angela Williams, Julia Fearing, Angela Diggs-Jackson, Niva Shrestha, Dorice Blackshear, Venesta Jones, Angela Burke, Kimberly Ross and Tamela Jackson.

At this meeting, the following business was conducted:

I. Call to Order

The meeting was called to order at 10:06 a.m.

II. Board of Commissioners Roll Call

Aaron Seybert – Present

Achsah Williams – Present

Penny Bailer – Present

Richard Hosey - Present

Keona Cowan - Present

Board Secretary Sandra B. Henriquez declared a quorum was present.

III. Approval of Agenda

Vice President Bailer moved for approval of the agenda.
Commissioner Seybert seconded the motion.

The agenda was unanimously approved as submitted.

IV. Approval of Minutes – Regular Board Meeting Minutes October 21, 2021.

Vice President Bailer moved for approval of the minutes.
Commissioner Williams seconded the motion.

The minutes were unanimously approved as submitted.

Public Comments on Agenda Action Items (3 Minutes for individuals & 5 Minutes for representation from a group or organization): None

V. DHC Action Items:

NOTE: All votes were taken by roll call votes.

1. Authorization to Renew Commercial Property Insurance from the Housing Authority Property Insurance, A Mutual Company – **Resolution No. 3118**

Gwendolyn A. de Jongh presented this resolution to the Board.

Commissioner Cowan moved for approval of this resolution.
Commissioner Williams seconded the motion.

Comments: None

This resolution was unanimously approved as submitted.

2. Revision of the Payment Standards used in the Housing Choice Voucher and Section 8 Programs – **Resolution No. 3119**

Joy Flood presented this resolution to the Board.

Commissioner Seybert moved for approval of this resolution.
Commissioner Williams seconded the motion.

Comments: *Commissioner Seybert inquired about HUD's reevaluation of the FMR (Fair Market Rent). Ms. Flood stated the agency will look at the issues around the FMR to see what can be done outside of going to HUD for a reevaluation. President Hosey asked if we keep track of where rents are in certain areas in order to give guidance to the clients. Ms. Flood said we need to look at market scopes and affordability. The voucher payment standards and FMR's have nothing to do with housing types.*

This resolution was unanimously approved as submitted.

3. Amendment of Administrative Policy No, 2014-01 as Amended Related to Conflict of Interest – **Resolution No. 3120**

David Bruhoff presented this resolution to the Board.

Commissioner Seybert moved for approval of this resolution.
Commissioner Williams seconded the motion.

Comments: None

This resolution was unanimously approved as submitted.

4. Introduction of Administrative Policy No. 2021-02 Related to a Telework Policy – **Resolution No. 3121**

David Bruhoff presented this resolution to the Board.

Vice President Bailer moved for approval of this resolution.
Commissioner Williams seconded the motion.

Comments: *Vice President Bailer asked about working from home and what affect it has on the workforce. Ms. Henriquez stated that the Telework policy is set up so that we have the flexibility for employees who can work from home. Commissioner Seybert inquired about the number of employees currently working from home. Ms. Henriquez stated that none of the staff are officially teleworking. All employees are back in the office as of September 13, 2021.*

This resolution was unanimously approved as submitted.

VI. DHC Information Items: *None*

DHC Departmental Monthly Reports

- 1) Finance

Niva Shrestha presented this report to the Board.

Comments: *Commissioner Seybert suggested the agency find other means to generate more sustainable income streams to keep the budget balanced over a long period of time.*

- 2) Rental Assistance

Joy Flood presented this report to the Board.

Comments: *None*

- 3) Real Estate Management

Armeca Crawford presented this report to the Board.

Comments:

- 4) Capital Improvement

Matthew presented this report to the Board.

Comments: *None*

- 5) Real Estate Development

Fatima Garland presented this report to the Board. Ms. Henriquez shared DHC's confirmation from HUD regarding the 'Faircloth Limit.'

Comments: *None*

- 6) General Counsel

Gwendolyn A. de Jongh presented this report to the Board.

Comments: *None.*

- 7) Human Resources

David Brukoff presented this report to the Board.

Comments:

- 8) Information Technology

Shariq Sajjah presented this report to the Board.

Comments:

- 9) Procurement

Mike Rangos presented this report to the Board.

Comments: *None.*

- 10) Resident Services

Seana Williams Page presented this report to the Board.

Comments: *After the presentation, Ms. Henriquez announced Ms. Pages last day at the agency as of Friday, October 22, 2021.*

VII. General Public Comments:

Zachary Rowe, Friends of Parkside shared the following updates:

The Friends of Parkside continues to publish their weekly newsletter, the 'Community Connector'; publish and distribute a list of upcoming events and activities door-to-door; started a weekly senior bingo; continue to provide food and household items to the residents; Also planning the Annual Halloween activities, which include reverse trick-or-treat, the best costume and decorated house scheduled for October 28th; launched the Dear Santa Helper project, which is the annual adopt-a-child for Christmas; provided residents with direct financial assistance to aid with phone, DTE, and internet bills; received a small

grant from United Way for COVID-19 vaccine outreach, education, and mobilization work in Parkside; received a small grant to enroll Parkside families and the larger community in various health insurance programs; continue to sign up residents for the FCC's Emergency Broadband Benefits program; awarded three VISTAs, one each from the National Alliance of HUD Tenants for health and safety, Michigan Community Service Commission for youth development, and Literacy Minnesota for digital literacy. Mr. Rowe thanked the Board and wished Ms. Page the best in her future endeavors.

VIII. Commissioner Comments: *The Board thanked Ms. Page for all her hard work and wished her the best.*

IX. DHC Staff Comments: *None*

X. Adjournment

Commissioner Bailer moved for adjournment.
Commissioner Williams seconded the motion.

The meeting was adjourned at 11:23 a.m.