

**ANN ARBOR HOUSING COMMISSION
REGULAR BOARD MEETING &
PUBLIC HEARING ON ANNUAL AGENCY PLAN
March 19, 2008
MINUTES**

The meeting took place in the AAHC Conference Room, 727 Miller, Ann Arbor, MI 48103. Chairperson *Parent* convened the meeting at 6:12 p.m.

ROLL CALL: Commissioners present: David Parent, James Jackson, Deborah Gibson, and Alan Levy.
Staff Present: Elizabeth Lindsley, Weneshia Brand, Terra Williams, and Felicia Epps.
Guest Present: Jerry Walden, Joan Doughty, Omar Rasheed, Travis Peterson, Lindsey Bishop, Julie Steiner, and Ellen Schulmeister.

- I. **APPROVAL OF AGENDA** - Commissioner *Jackson* moved and Commissioner *Gibson* supported to approve the agenda. *Parent*: propose to amend the agenda; move PH managers report after the approval of the minutes and add under New Business, MPRI #2., and Yardi #3.; to part B., Discussion Items. The Agenda was approved 4-0.

- II. **PUBLIC COMMENTARY** - *Walden (MD, former director of Packard Clinic)*: speaks in regards to the MPRI program and informs commissioners that 20% of the prisoners suffer from mental illness and 30% suffer from chronic illness; successfully housing the newly released prisoners will require significant amounts of support services especially, health care. *Gibson*: ask *Walden* to speak in regards to the family's needs for support services acquiring prisoners with mental health concerns. *Walden*: mentions that families who are receiving released relatives with mental health concerns need support services as well.
Bishop (Program Assistant at WHA): explains history and mission of WHA; MSHDA is developing programs to obtain HCV for homeless individuals and ask that the commission give consideration to Shelter Association and set aside a number of HCV for homeless and disabled individuals.
Schulmeister (ED of Shelter Assn.): explains the process of implementing such programs and ask the commission to set aside a number of voucher to assist in housing homeless individuals.
Steiner (ED of IHN): recaps the agreement between AAHC and IHN; mentioning the statistics of unemployed clients and how the HCV program assisted in overcoming obstacles. Explains the credentials of the staff to process HCV and ask the commission to set aside a number of vouchers to assist homeless individuals.

Doughty (ED of CAN): informs board of new playground and remodeling of the basketball court as a result of a Hikone resident's efforts. *Doughty*: mentioned some past and one recent unlawful events where the commission was unable to prosecute due to the unclear police reports and residents reluctance to witness. The community needs to increase public safety in the communities and change policy and protocols to hold violators responsible for their behaviors.

Rasheed (MSW Intern with CAN): explains the origin of the report concerning double calculation of child support payments and suggest that the commission provide a disallowance to residents who make child support payments. *Rasheed*: discusses the disadvantage to the seven (7) day guest policy and proposes alternative ways to track guest and ask the commission to extend the seven (7) day policy.

Peterson (GBC Resident): supports the idea of extending the seven (7) day guest policy; mentions that some residents are not removing trash or placing trash in designated areas and suggest the commission implement policy that penalizes violators, and mentions that there is rubbish, from a clean up effort, on the property that the commission has failed to remove.

III. **APPROVAL OF MINUTES** - Commissioner *Levy* moved and Commissioner *Jackson* supported to approve the minutes of February 20, 2008. *Parent*: suggest amending the minutes for grammatical errors.

IV. **NEW BUSINESS**

A. **Resolutions.**

1. **FY08-23: To Approve Revision to By-Laws, Article IV.** Commissioner *Levy* moved and Commissioner *Gibson* supported. *Parent*: inquires about the changes made to the amended bylaws. *Jackson*: there were some changes made to the first paragraph and re-wording to the remaining section. *Lindsley*: inquires about the stipulations set in Item B. *Jackson*: mentions that those stipulations were in the previous version. The motion passed, 4-0.
2. **FY08-24: To Approve Annual Section 8 Utility Allowance Revision.** Commissioner *Jackson* moved and Commissioner *Levy* supported. *Lindsley*: the S8 Manager, Mirada Jenkins, would like the resolution approved prior to June 1; this would allow her caseworkers to complete their June recertifications with the revised utility allowance. *Parent*: inquires if the 8% increase is aggregate. *Lindsley*: unsure, but will inquire. *Parent*: mentions that it would be more helpful if the resolution included what the allowance increased from. *Levy*: mentions that an article indicated an 8% utility rate increase. *Parent*: suggest tabling the resolution for the April meeting and request rates for the previous utility allowance. The motion was tabled, 4-0.
3. **FY08-25: To Approve Time Extension Change Order for First Contracting.** *Parent*: confirms that the resolution is a request to extend the completion date for repairs, and is not requesting an increase for services rendered. *Lindsley*: yes, the contractor is requesting an extension to complete the repairs only.

B. **Discussion Items.**

1. **WHA Service Standards v. AAHC Policies.** *Lindsley*: the service standards form is due by the end of April; the item can be placed back on the agenda for the April meeting. *Parent*: suggest adding the item to the April agenda.

2. **Michigan Prisoner Release Initiative Program.** *Levy:* explains the goals and intent of the MPRI program as designed to identify recently released prisoners to re-enter the community. The participants require extensive support services prior to and after being housed; some barriers and gaps were identified. The program had not proven significantly achievable when the state was at a better economic state. *Doughty:* mentions that with ample support the program is achievable, but suggest that the commission speak to the prosecutor for a better overview of the barriers and concerns that have occurred. *Levy:* mentioned some points provided by the report, but reiterates that HUD policy prohibits the commission from housing felons within the first five years of probation or parole. *Levy:* suggest reviewing the possibilities in more detail when more information is provided. *Parent:* inquires if the commission was approached to offer housing assistance to the program participants. *Lindsley:* yes, the commission was informally approached and at a WHA meeting speaker, Larry Vougt, mentioned that no more than two prisoners are housed in any one community, but as it remains AAHC precludes housing applicants with a specific criminal history. *Parent:* questions if the policy applies to both S8 and PH. *Lindsley:* yes. *Levy:* inquires who the MPRI representative is for Washtenaw County. *Lindsley:* Mary King. *Doughty:* suggest the commission research the statistics and results.
3. **Yardi.** *Lindsley:* after reviewing the recent invoice, Betsy Cornellier, established procedures for contacting Yardi Tech Support, a spreadsheet was development to track those attempts and staff will make a first attempt to utilize the user group prior to contacting Tech Support.

V. OLD BUSINESS.

A. Discussion Items.

1. **Annual Agency Plan.** *Lindsley:* the plan must be submitted by April 15th, including memorandum of public commentary. The topics presented for public commentary will be presented to the managers and the commission's response will accompany the memo enclosed in the agency plan. *Parent:* proposes scheduling a special meeting. *Lindsley:* request that the board provides some feedback so that, these concerns can be mentioned at the meeting with the managers.
 - a. **Issuance of Vouchers to Assist Homeless:** Chuck Keifer, Exexecutive Director of WHS is hoping that AAHC will set aside a specified number of vouchers to assist WHA in their effort to house more homeless individuals. *Jackson:* does the commission have vouchers available and it is possible to copy MSHDA program. *Lindsley:* yes, there are available vouchers. *Jackson:* how is the proposed project different from the MOA with Avalon. *Lindsley:* Avalon/Pear St is S8 project-basing model and requires a separate waitlist for that site, from which AAHC refers to Avalon for handling. Not all people at Pear St will necessarily be homeless. MSHDA model would require modification of Administrative Plan and Agency Plan for limited homeless preference, applicants for which must come through the Shelter Association "funnel" as eligible with associated supportive

services. Lease-ups would not be limited to a specific site. *Jackson:* suggest obtaining an opinion from the staff. *Levy:* agrees that the staff's opinion should be considered. *Gibson:* suggest that the number of vouchers set aside for the program isn't significant in volume. *Parent:* inquires the next opening of the waitlist. *Lindsley:* one year. *Jackson:* suggest that the commission give consideration to the balance of applicants currently on the waitlist. *Lindsley:* mentions that the commission has been invited to apply for 70 vouchers to assist housing homeless veterans; the participants would be referred by the VA and the deadline for application is April 4th.

- b. MPRI: *Gibson:* residents in the community have difficulty finding resources when attempting to apply for SSI and Social Security benefits or mental health services; this causes great stress amongst the community. Currently, our support services are stretched to capacity; the commission should only entertain the MPRI program if funding is provided by the state. *Jackson:* confirms that in the current position the commission can't assist participants in the MPRI program and agrees that if the supportive service is not attainable the project shouldn't be entertained. *Levy:* if the program were carried out as it is articulated in the report, the commission could entertain the idea. But, the program is likely to become a non-funded mandate. The commission has difficulty providing supportive services to our current residents, it is in the commission best interest to utilize our resource for other projects.
- c. Community Safety: *Parent:* inquires if the commission has any concrete approaches. *Gibson:* the residents must become more knowledgeable of the law and how charges are applied. The problem remains that the residents don't want to act as witness and suggest obtaining assistance from the courts and judges to cooperate with the residents. *Gibson:* reiterates that assistance is needed to provide a level of comfort with the residents to encourage their testimony in apparent lease violation situation. *Levy:* suggests that the commission attempt to implement two meetings a year each with the Police Chief and Deputy Chief and suggest a meeting with Councilman Kunselman to discuss the topic on a policy level. *Jackson:* agrees with Levy's and suggest that Officers Metzger and Raab become liaisons for commission properties. *Parent:* suggests obtaining ideas from staff. *Levy:* proposes to draft a letter to the Deputy Chief and Police Chief on the commission's behalf.
- d. Child Support Double-calculation: *Jackson:* do we have any discretion to amend the policy? *Lindsley:* yes, it can be a discretionary disallowance for adjusted income. *Parent:* mentioned that Rasheed points were reasonably made and inquires the impact on the commission. *Lindsley:* the commission is only aware of two residents with this circumstance; it wouldn't be a major impact on the commission, but it could have a beneficial impact on the family.

Gibson: supports the idea. *Lindsley:* expresses that the child support payment is comparable to other garnishments or levies, therefore the commission currently considers the child support payments as a form of debt repayment. *Levy:* if the policy were amended, would changes go into effect this year. *Lindsley:* no. *Doughty:* inquires if AAHC allows other forms of disallowance. *Lindsley:* yes, previously at AAHC discretion there were additional disallowances, but HUD's implementation of EIV immobilized the efforts. *Levy:* suggest additional research on the topic. *Lindsley:* suggest placing the topic on the PHA user group.

- e. **Guest Policy:** *Levy:* mentions that similar concerns were raised in student housing, but concerns were of increased effort for public safety, impact on infrastructure and other factors. *Lindsley:* the policy allows for a waiver at the resident's request and management's approval. *Levy:* suggests informing residents of the managers' authority and discretion of the policy and suggest the managers employ policy on the same criteria. *Parent:* suggest that F. Epps follow-up with resident, Travis Peterson, regarding the guest waiver and debris.

Parent: inquires if there is an issue of policy that is delaying the YMCA project. *Lindsley:* the goal was to partner with the private sector, but a City contract with private developer has been terminated.

- 2. **Executive Director – Performance Review.** *Levy:* the form developed for the performance review is completed and will be distributed to commissioners. *Parent:* what procedure will follow the distribution of the document? *Levy:* the commissioners will meet for consensus of the selected format and criterion.

VI. COMMISSIONER SUBCOMMITTEE REPORTS.

A. Personnel – Jackson/Levy. None

VII. COMMISSION REPORTS.

A. **Executive Director** – *Lindsley:* inquires if the commission would like to apply for the 70 vouchers HUD is offering to assist the homeless veterans. *Parent:* yes, the commission should make application. *Lindsley:* the commission is holding a retirement luncheon for Charles Pear on March 24th at Knights. The funding for the S8 program has been decreased due to the amount of restricted funds the commission has available.

B. **Financial** – *Lindsley:* Betsy Cornellier has provided an agency wide budget for the commissioners' review. *Parent:* suggest the commissioners review the budget and email any questions or concerns. *Levy:* mentions that the commission is now reported as a standard performer. *Lindsley:* the commission's status is attributed to the staff's hard work.

C. **Section 8 Housing Programs Manager** – Included in Packet

D. **Public Housing Site Managers**

3. West Side Site Manager – Terra Williams
4. East Side Site Manager – *Epps*: the Hikone site has endured major sewage repair in the amount of \$32,600. Piping was replaced due to disconnected and deteriorating pipes, which caused sewer backups. *Parent*: inquires the construction of the property. *Lindsley*: early 1970's. *Epps*: the deterioration was due to years of neglect; a piece of piping was retrieved to displace at a resident meeting to explain the results of misusing sewage systems. *Lindsley*: asked *Epps* to provide detail of the misgauged incline. *Epps*: explained that pipes were to have a ¼-inch, but were measured having a 6-inch incline, which assisted the sewage backups. *Parent*: inquires if the contractors' response were timely. *Epps*: yes and Horton's suggest replacing the last two lines. *Parent*: how long should the new materials last? *Epps*: the contractor is using PVC piping and this material should last longer. *Levy*: inquires if the damage was a result of the structural deterioration or resident neglect. *Epps*: both. *Levy*: inquires if the total cost of the repair was \$32K. *Epps*: mentions that \$32K is the total cost; including the additional lines that need replacing. *Williams*: mentions that consideration should be given to the impact of the infrastructure of the properties if the commission were to increase the 7-day guest policy. *Epps*: mentions that the code of federal regulations would not allow a significant increase of days guest are allowed in a home. *Epps*: suggest that the managers meet to discuss several items including the Yardi 58 reporting, which seems to be inconsistent with the 58's actually submitted. *Lindsley*: there are other areas to retrieve the 58 submissions reports and confirms that the reports viewed are consistent. *Levy*: inquires if the *Epps* was pleased with the contractors' services. *Epps*: yes, they contractors were very proactive in their response.

E. Security Report – Included in packet

VIII. ADDITIONAL PUBLIC COMMENTARY *Rasheed*: expresses his gratitude to the commission for allowing his presentation.

IX. ADJOURNMENT

The meeting adjourned at 8:48 p.m.

Commissioner David Parent, Chairperson

Elizabeth Lindsley, Executive Director