Minutes for Brown Bag Meeting February 12, 2020

02/12/2020 | 11:02 AM - 12:57 PM - Eastern Time (US and Canada)
Executive Director's Conference Room 1133 N. Capitol St. NE

Commissioners (10)
Franselene St. Jean; Neil Albert; Bill Slover; Kenneth Council; Jose Ortiz Gaud; Aquarius Vann-Ghasri; Antonio Taliaferro; LeJuan Strickland; Dyana Forester; John Falcicchio
Member Absent: Commissioner Nakeisha Neal Jones

Opening Remarks
Vice Chairman St. Jean opened the meeting at approximately 11:02 am in the absence of Chairman Albert who was en route.

Draft Brown Bag meeting minutes of December 11, 2019
The draft meeting minutes of December 11, 2019 were not acknowledged.

Draft Brown Bag minutes of Emergency Meeting January 16, 2020
The draft meeting minutes of January 16, 2020 were not acknowledged.

RESOLUTION 20-02 – To Authorize a Memorandum of Understanding with the District of Columbia Department of Housing and Community Development for Vacant and Abandoned Property Maintenance Services for FY 2020
An overview of resolution 20-02 was provided by DC Housing Enterprises (DCHE) President, Merrick Malone. He stated that the Department of Housing and Community Development (DHCD) has acquired various vacant and abandoned properties and designated such properties for disposition. For several years, DHCD has entered into various Memorandum of Understanding with DCHA to provide inspection, stabilization, maintenance and related partial demolition services. DHCD has requested that DCHA continue to provide these services for the upcoming fiscal year 2020. The MOU for these services in an amount not to exceed Five Hundred Thousand Dollars ($500,000.00) for Fiscal Year 2020. Unless extended by DCHA and DHCD, the MOU will terminate by its terms on September 30, 2020.
Resolution 20-02 further authorizes DCHA to assign the MOU to DC Housing Enterprises (DCHE), its instrumentality. DCHE has provided these services to DHCD on DCHA's behalf for several years and has the capacity and experience to continue to perform such services under the MOU.

Commissioner Slover asked what DHCD does with the homes after they are disposed of. Director Garrett stated that DCHA is having conversations now with DHCD regarding the properties. Commissioner Slover recommended DCHA use them to house residents if at all possible. There was discussion regarding the remaining Scattered Sites properties that DCHA owns.

RESOLUTION 20-03 – To Approve the Use of Fiscal Year 2019 Local Subsidies to Support the Creation of Affordable Housing in the District of Columbia for FY 2019

Darrell Davis and Johnathan Roger of the Office of Capital Programs (OCP) presented resolution 20-03 to the Board. Mr. Davis provided an overview of the nine projects recommended for further underwriting by DHCD and DCHA. He further stated this resolution is to approve DCHA operating subsidies for FY 2019 under the Local Rent Supplement Program (LRSP) for projects submitted in response to the DHCD consolidated request for proposals and all projects are subject to Davis-Bacon wage rates. There was discussion regarding the NOFA process and DC County Council approval. Mr. Rogers provided an overview of the unit mix of the projects and estimated LRSP over 15 years. He also stated there were 34 applications for this NOFA. Commissioner Slover asked why there was such a huge variance on the per unit allocation. It was stated that depending on the subsidy and total income and expenses to run the project as well as depending on the sub markets. All projects have multiple subsidies. Commissioner Council stated he had concerns regarding the assisted living project. There was additional discussion regarding the assisted living and it was stated that the residents of the assisted living will not be DCHA residents.

Director Garrett advised the Board that DCHA's role in this process is part of a panel and evaluation. Commissioner Strickland asked if we can remove a project. There was discussion regarding statutory authority for LRSP. Commissioner Slover stated that he felt that DCHA should be responsible for who gets the allocation and expressed concern that DCHA does not have the controlling voice. Commissioner Vann-Ghasri asked for the DC Code regarding the statute for LRSP. There was additional discussion regarding the five agencies on the selection panel and the entire review process. Commissioner Strickland asked if this needs to be a resolution and why is the Board asked for authority at this point of the process. Andrea Powell, of the Office of the General Counsel (OGC) explained that
we come to the Board at this point because we know the number of projects. Chairman Albert asked if the Board could give permission at the time the NOFA goes out with a range. Executive Vice President and General Counsel, Chelsea Andrews stated that she would research the matter and see if a threshold could be put in place.

**Interim Controls Update**

Chairman Albert recommended the Board move to close the meeting for the Interim Controls Update to train and develop members of a public body, pursuant to D.C. Code § 2-575(b)(12) and to consult with an attorney to obtain legal advice and to preserve the attorney-client privilege between an attorney and a public body, pursuant to D.C. Code § 2-575(b)(4)(A). A motion was made and properly seconded. There was no discussion regarding closure and the meeting was closed.

**Financial Briefing**

Barbara Chen, Director of Finance provided a financial overview as of December 31, 2019 for the Board of Commissioners. She provided the year-to-date numbers for the first quarter total revenue and expenses. It was asked what budget line item interim controls are in. Interim controls are in extraordinary expenses. There was discussion regarding under spending for maintenance. Ms. Chen explained that maintenance is a timing issue; many expenses just have not reached the Finance office yet for payment.

**Commissioners' Issues**

- Commissioner Falcicchio stated that Chairman Albert made a commitment for a resolution for local spending. Chairman Albert asked that the draft resolution/briefing be adding to the upcoming Committee on Operations meeting.
- Commissioner Taliaferro stated that residents at Colorado are still receiving incorrect rent bills. Director Garrett stated that those errors have been acknowledged and the Information Technology Department is taking corrective action.
- Commissioner Vann-Ghasri asked if during Director Garrett's tenure a desk audit has been performed for employees. Director Garrett stated that a workforce assessment is starting now. She also asked how many Union employees took the voluntary severance incentive and how many union employees remain.

**Adjournment**

The meeting was adjourned at approximately 12:57 pm.