



MELVINDALE HOUSING COMMISSION

Regular Board Meeting

March 20, 2023

A regular meeting of the Melvindale Housing Commission Board was held on Monday, March 20, 2023 at 3:00 p.m. in the Community Room of Coogan Terrace.

Chair C. Sue Herman called the meeting to order at 3:01 p.m.

ROLL CALL: H. Cotto, C. Cotto, Annette Taylor, Janette Decaire and C. Sue Herman were present.

Also present: Staff— Cynthia C. Telfer, Executive Director; Elizabeth Dionisi, Operations Manager; Kimmaly Morris, HCV Specialist and Lydia Porter, Admin Support.

Pledge of Allegiance

I. Approval of Agenda

H. Cotto, moved to approve the agenda; *Decaire* seconded. Motion passed unanimously (5-0).

II. Approval of Minutes

Taylor moved to approve January 30, 2023 minutes; *Decaire* seconded. Motion passed unanimously (5-0).

III. New Business

Resolution 2023-001 To Approve FY 2022 SEMAP Certification and Submission

C. Cotto moved; *A Taylor* seconded.

C. Telfer reviewed the SEMAP certification for the Fiscal Year 2022 housing choice voucher program. Telfer noted the certification was due to HUD no later than March 1, 2023, therefore it has been submitted electronically because the February Board meeting was not held. It is expected the certification will continue to reflect a Standard Performer status.

Motion passed unanimously (5-0).

Resolution 2023-002 Implementing a Reinspection fee for Repeated HQS Inspections

A. Taylor moved; Decaire seconded.

Telfer reviewed the proposed changes to the Administrative Plan regarding inspections. Getting compliance with correcting HQS deficiencies has been challenging this year. Although HUD prohibits charging for inspections, they do permit assessing a charge when landlords' indicate the unit has been repaired and it continues to fail an inspection. The proposed policy strengthens procedures for self-certification and subsequent termination of the HAP contract when later inspections indicate the deficiencies had not in fact been corrected.

Motion passed unanimously (5-0)

III. Commission Reports

Staff reviewed reports — Board accepted and noted they would be placed on file.

IV. Communication – Coogan Terrace March 2023 newsletter

VI. Public Commentary –

- Barbara Patterson #105 – Addressed the Board to award maintenance employee A. Saaidi a certificate of appreciation (from residents of Coogan Terrace) for his excellent customer service.
- Board Chair C. Sue Herman acknowledged the presence of Mayor Wheeler Marsee in the audience and offered him an opportunity to speak a few words. Mayor Marsee shared with the audience many of the infrastructure items the City is working on by means of grants and special funding received. Mayor Marsee also noted that he is seeking re-election and needs signatures on his nominating petition.

VII. Announcements by Commissioner's

C. Cotto – Wishing everyone a Happy Easter

H. Cotto – Also wished everyone a Happy Easter

Decaire - Shared information regarding MHS Drama Club's production of "*You're A Good Man Charlie Brown*" on Saturday, April 29, 2023 at 7:00 p.m. The tickets are complimentary.

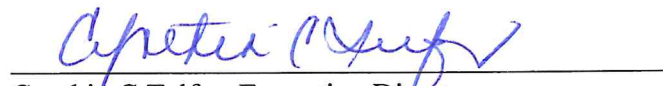
Taylor – Thankful for all the information and hard work of staff

Herman – Thank you to the Mayor for stopping by

Adjournment 4:15 p.m.– *H. Cotto* moved to adjourn; *Decaire* seconded. Passed unanimously.



C. Sue Herman, Board Chair



Cynthia C Telfer, Executive Director