

Meeting Minutes
May 24, 2022
Regular

Meeting Start Time: 4:03 PM.

Roll Call:

Commissioner	Present	Absent Excused	Absent Non-Excused
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
James Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Karen Goodman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kelly Tomaszewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Housing Commission Staff & Others Present:

Staff Member	Present
Clinton McKinven-Copus, Executive Director/Commission Secretary	<input checked="" type="checkbox"/>
Lindsay McIntyre, Deputy Director	<input checked="" type="checkbox"/>
Cindy Scott, Financial Analyst	<input checked="" type="checkbox"/>
Kevin Helminiak, Maintenance Crew Leader	<input checked="" type="checkbox"/>

Name	Representing
N/A	

Public Comment on Agenda Related Items:

- None

Amendments to the Agenda:

- None

Consent Agenda:

A Approval of Minutes

- 1 Meet Minutes, April 26, 2022

B Financial Reports

CMHC has redacted all personal identifying information of current and past program participants information from our financial documents in compliance with the Federal Privacy Act.

1 Public Housing Financial Statements

- I Public Housing Financial Statement
 - a January 2022

2 Public Housing Bank Reconciliation

- I Not available

3 Public Housing Current Year vs. Prior Year

- I Not available

4 Domestic Violence Grant Program

- I Domestic Violence Grant Program Financial Statement
 - a Not available
- II Domestic Violence Bank Reconciliation
 - a Not available

5 Security Deposits Reconciliation

- I Security Deposit Reconciliation
 - a January 2022

6 Resolutions

Consent Agenda resolutions are matters of compliance with the U.S. Department of Housing and Urban Development or federal law that requires adopting a policy or providing public housing benefits. The contents of these resolutions, such as compliance items, policy, and regulations, are not debatable but are required for regulatory compliance.

- I Listed by Number and Title
 - a None

Consent Agenda		Motioned By: Parkes			Second By: Bpmd
Commissioner	Yes	No	Absent	Results	
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
James Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Karen Goodman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Kelly Tomaszewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Old Business:

- None

New Business:

Resolution # 2022-06	Title: Adoption of 1001.01 Board Policies and Procedures			Motion By: Parkes	Second By: Bond
Commissioner	Yes	No	Absent	Results	
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
James Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Karen Goodman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Kelly Tomaszewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Resolution # 2022-07	Title: Adoption of 1001.02 Succession Plan Policy Update			Motion By: Bond	Second By: Parkes
Commissioner	Yes	No	Absent	Results	
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved	
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
James Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Karen Goodman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Kelly Tomaszewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Reports and Communications:

- Clinton McKinven-Copus, Executive Director, provided information about the temporary move of the office suite for the remodel.

Clinton McKinven-Copus, as the Managing Agent of the CT HV Limited Dividend Housing Association LLC, provided the Commissioners with an update on the progress of the modernization of Century Terrace and Harborview Apartments.

Public Comment:

- Ms. Gini Pelton (who becomes a Commissioner on June 1) inquired about several things
 - If the Commissioners are informed of a resident’s death at Century Terrace and Harborview Apartments
 - If staff regularly knocks on a resident’s doors to perform a wellness check
 - And other questions related to the well being of a resident

Clinton McKinven-Copus, as the Managing Agent of the CT HV Limited Dividend Housing Association LLC, answered Mr. Pelton’s questions as follows:

- The Federal Privacy Act prohibits us from sharing information concerning the death of a resident. It is up to the deceased’s family to share the news publicly as they see fit
- The staff does not knock on residents’ doors to check on the well-being of a resident
- We cannot enter a resident’s unit without proper notice or a police officer authorizing the entrance
- Mr. McKinven-Copus explained the process of obtaining a well-being check

Meeting Adjourned

Adjournment Time: 4:35 PM		Motion By: Parkes		Second By: Bond
Commissioner	Yes	No	Absent	Results
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Not Approved
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
James Bond	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Karen Goodman	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Kelly Tomaszewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Dale Priester
President

Clinton McKinven-Copus

Clinton McKinven-Copus
Executive Director/Secretary
City of Manistee Housing Commission