



Louisiana Housing Corporation

August 13, 2024

ADMINISTRATION COMMITTEE MEETING

FINAL AGENDA

Notice is hereby given of the ***Administration Committee Meeting*** of the Louisiana Housing Corporation ("LHC/Corporation") Board of Directors ("Board/BOD"), to be held on **Tuesday, August 13, 2024 at 2:00 P.M.**, Louisiana Housing Corporation Building, **V. Jean Butler Boardroom**, 2415 Quail Drive, Baton Rouge, Louisiana 70808, by order of Administration Committee Chairwoman Jennifer Vidrine.

(*See Page 2 for how to view via **LIVESTREAM** and/or to provide **Public Comments**.*)

1. **Call to Order, Roll Call, Invocation, and Pledge of Allegiance.**
2. **(ACTION)** Approval of the **Minutes of the July 09, 2024 Administration Committee Meeting.**
3. **Public Comments (Each Speaker is limited to 3 minutes).**
4. **Administration Committee Chairman's Report.**
5. **(ACTION)** Resolution regarding **establishing protocols to allow Board access to LHC internal network files and documents**; and providing for other matters in connection therewith.
6. **(ACTION)** Resolution to **approve HOME Program Administration Policy Changes**; and providing for other matters in connection therewith.
 - a. approve 5% of the \$11,118,104 2023 HOME Program funds for CHDO Operating. Making available \$555,905.20 out of \$7,133,344.73 of 2023 HOME Funds available to commit.
 - b. requiring Board approval on HOME Program Policy and Budget.
 - c. approve LHC's HOME Program to prioritize HOME funds to be invested in LHC's Jurisdiction.
 - d. requiring LHC to hold CHDO Meetings/Orientation/Training workshops quarterly.
 - e. requiring LHC HOME Program staff to conduct onsite field visits at least once per year on active Projects.



Louisiana Housing Corporation

7. Discussion regarding status of **Willowbrook Apartments** post-fire incident (located at 7001 Bundy Road, New Orleans, LA 70127), and providing for other matters in connection therewith.
8. Discussion regarding **LHC FY25 Staffing Plan**; and providing for other matters in connection therewith.
9. Discussion regarding LHC's **Employees Handbook**.
10. Discussion and update on LHC's **2024 Louisiana Housing Conference**.
11. **Adjournment**.

LHC is inviting you to participate via **LIVESTREAM:**

Topic: BOD *Administration Committee Meeting*

Time: Tuesday, August 13, 2024 @ 2:00 PM CST

Join LIVESTREAM Meeting (click on the link below)

<https://us06web.zoom.us/j/88496210418?pwd=zOj56Oj0PPKpokQOCOOekkVEQar2d8.1>

Meeting ID: 884 9621 0418; Passcode: 410289

Dial In: 312 626 6799; 1 833 548 0282 US Toll-free

Public Comments

There are **two (2) options to provide public comments for this event, prior and during the meeting.**

Any public comments received will be read during the meeting.

- **Prior to Meeting:**

Emails will be received up to 1:00 PM CST on Tuesday, August 13, 2024. All emails must be submitted to **BBROOKS@LHC.LA.GOV** and must include the Agenda Item number, your Name, and a Brief Statement. If you wish to speak during the meeting, please indicate in your email. You will be addressed during the meeting.

- **During the Meeting:**

NOTE that this is not an interactive virtual meeting.



Louisiana Housing Corporation

If you wish to speak during the meeting, please sign a card (Green – support, Red – opposition, White - information) – such is available at the Board Secretary’s desk in the meeting room. You will be addressed during the meeting.

Barry E. Brooks, LHC Board Secretary-Coordinator

If you require special services or accommodations, please contact Board Secretary-Coordinator Barry E. Brooks at (225) 763 8773, or via email bbrooks@lhc.la.gov.

*Pursuant to the provisions of LSA-R.S. 42:17, upon two-thirds vote of the members present, the Board of Directors of the Louisiana Housing Corporation may choose to enter into Executive Session, and by this notice, the Board reserves its right to go into Executive Session, as provided by law.**