



Louisiana Housing Corporation

***An audio-video recording as well as verbatim-transcript of these proceedings
is available upon request by contacting the LHC***

LHC Board of Directors

Board Meeting Minutes

Wednesday, July 10, 2024

**2415 Quail Drive
V. Jean Butler Board Room, LHC Building
2415 Quail Drive, Baton Rouge, LA 70808**

Board Members Present

Chairman Stephen I. Dwyer
Vice-Chairwoman Tonya P. Mabry
Official Designee Renee' Fontenot Free obo La. State Treasurer John Fleming, MD
Sarah E. Collier
Wendy D. Gentry
Christian Gil
Alfred E. Harrell, III
Steven Hattier
Kristen C. O'Keefe
Brandon O. Williams
Richard A. Winder
Jennifer Vidrine

Board Members Absent

Willie Rack

Staff Present

Barry E. Brooks
Donna Deculus
Marjorianna Willman
Carlos Dickerson
Annie Robinson
Rendell Brown
Louis Russell
Wendy Hall
Brenda Evans
Nakesla Blount

Tasha Joseph
Darlene Fields
Dionne Milton
Plezetta West
Thomas Bates
Bridgette Richard
Jarvis Lewis
Todd Folse
John Ampim
Leslie R. Chambers
Collette Mathis
Lauren Holmes

Others Present

See Sign-In Sheet.

CALL TO ORDER

Board Chairman Stephen I. Dwyer called the meeting to order at 10:47 A.M. Board Secretary Barry E. Brooks called the roll; there was a quorum.

INVOCATION AND PLEDGE OF ALLEGIANCE

There was an Inspirational Prayer by Board Member Richard A. Winder, followed by the recital of the Pledge of Allegiance.

APPROVAL OF JUNE 12, 2024 BODM MINUTES

Next item discussed was the June 12, 2024 LHC Full Board of Directors Meeting Minutes.

On a motion by Board Member Alfred E. Harrell, III and seconded by Board Vice Chairwoman Tonya P. Mabry, the Minutes of the June 12, 2024 BODM were unanimously approved, as distributed.

ELECTION OF 2024-2025 LHC BOARD VICE-CHAIRMAN

The next item discussed was the Election of the 2024-2025 Board Vice-Chairman.

Board Chairman Dwyer opened the floor for the nominations for Vice-Chairman.

Board Member Jennifer Vidrine nominated Ms. Tonya Mabry for Board Vice-Chairman.

Ms. Mabry accepted the nomination.

Hearing no further nominations, the nominations for Board Vice-Chairman were closed, without objection.

Ms. Tonya P, Mabry was elected Vice-Chairwoman of the LHC Board of Directors by acclamation.

PRESENTATION BY MULTIFAMILY REAL ESTATE SERVICES, LLC

Next was a PowerPoint presentation ([available upon request](#)) regarding Morningside at Juban Lakes (located in Denham Springs) and The Reserve at Juban Lakes (located in Denham Springs).

There was a narrative thereafter with Tom Delahaye giving a brief introduction and overview of the aforementioned properties, noting there were "...first class workforce affordable housing."

LHC BOARD CHAIRMAN'S REPORT

Board Chairman Stephen I. Dwyer acknowledged the exemplary work being done by the Board Committees.

Chairman Dwyer thanked the Board Members, LHC Staff, and the public for being in attendance and for supporting the mission and efforts of the LHC.

LHC EXECUTIVE DIRECTOR'S REPORT

LHC Executive Director Marjorianna Willman advised the Board that her full written Report was in the Board binders ([available upon request](#)).

Board Member Brandon O. Williams commended ED Willman on the PRIME-3 Awards being able to provide resources to previously underserved communities.

Next Board Member Jennifer Vidrine introduced Ms. Barbara Dashiell with Inner-City Revitalization Corporation to discuss the LHC Homeownership Policy.

Ms. Dashiell requested she be able to file a formal grievance ([available upon request](#)) into the Record, and thereafter read such into the Record.

ED Willman noted that the matter was only in discussion-mode and had not been adopted as policy, and she advised that it was not standard practice for 100% of homeownership funds to be solely allocated to CHDOs; and she noted that that there would be continued dialogue with the CHDOs.

Board Member Steven J. Hattier noted the importance of CHDOs in rural communities.

Board Member Vidrine noted that the future “tone of meetings will be positive and inclusive”, such was reiterated by Chairman Dwyer.

Board Chairman Dwyer applauded the many successes of LHC.

AGENDA ITEM #7 – Amending LHC Bylaws

Next item discussed was regarding amending the LHC Bylaws as related to how the Board Chair is elected.

The matter were introduced, and specifics thereof provided by Secretary Brooks.

On a motion by Board Member Alfred E. Harrell, III and seconded by Board Vice-Chairwoman Tonya P. Mabry, the resolution to Amend the LHC Bylaws pursuant to Senate Bill No. 462 of the 2024 Louisiana Legislative Regular Session regarding how the LHC Board of Directors selects a Chair (LHC Bylaws Article III, - Board of Directors Section 8; and Article V – Meetings, Section 2); and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.

AGENDA ITEM #8 – Annual Sensitivity Training

Next item discussed was regarding requiring LHC employees to attend an Annual Sensitivity Training.

The matter were introduced by Secretary Brooks.

It was moved by Board Member Jennifer Vidrine and seconded by Board Member Jennifer Vidrine to **INDEFINITELY DEFER the matter; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.**

AGENDA ITEM #9 – Rampart Property Management

Next item was a discussion with Rampart Property Management regarding the LHC-owned properties.

The matter was introduced by Secretary Brooks.

Additional information was provided by Administration Committee Chairwoman Vidrine, thanking the RPM representatives for attending the Administration Committee Meeting; she also requested that Reports be provided to the Board; and she requested that RPM look into Tenant Association Groups and payment of rent on-site at the properties.

AGENDA ITEM #10 – LHC-owned Vacant Property

Next item discussed was regarding the proposed disposition of an LHC-owned vacant property location on Eddie Robinson Drive in Baton Rouge.

The matter was introduced by Secretary Brooks.

Additional information was provided Administration Committee Chairwoman Vidrine.

AGENDA ITEM #11 – Appraisals for LHC-owned Properties

Next item discussed was regarding contracting with Cook, Moore, Davenport & Associates to complete appraisals for LHC-owned properties.

The matter was introduced by Secretary Brooks.

Additional information was provided by Administration Committee Chairwoman Vidrine, noting the Committee had **DEFERRED** the matter until after the LHC FY25 Operating Budget is approved.

AGENDA ITEM #12 – Capital Needs Assessment for LHC-owned Properties

Next item discussed was regarding contracting with Moran Construction Consultants, LLC to complete capital needs assessments for LHC-owned properties.

The matter was introduced by Secretary Brooks.

Additional information was provided by Administration Committee Chairwoman Vidrine, noting the Committee had **DEFERRED** the matter until after the LHC FY25 Operating Budget is approved.

(...continuation of Agenda Item #9) – regarding Willowbrook Apartments

AC Chairwoman Vidrine requested an update on the recent fire incident at Willowbrook Apartments from Franklin Associates.

Ms. Risa Mueller from Franklin Associates addressed the Board and gave an overview of the fire at Willowbrook Apartments located in New Orleans; she noted that NOFD was quickly on-site; that the repairs were estimated at \$1M with a one-year timeframe for completion; that the affected tenants had received their deposits returned along with any back paid rent; seven (7) tenants had been relocated to other sites; four (4) tenants had been relocated to sites on the property; and that twelve (12) tenants were staying in hotels or with family-friends.

ED Willman advised the Board that LHC was working with HANO to assist those tenants with vouchers.

Ms. Mueller noted that the NOFD fire report had not been completed, but that the fire was situated primarily in one unit with smoke and water damage throughout one building.

Mr. Chris Riggs with Rampart Property Management advised the Board that it normally takes ninety (90) days for completion of a fire report by NOFD.

AGENDA ITEM #13 – LHC FY25 Staffing Plan

Next item discussed was regarding the LHC FY25 Staffing Plan.

The matter was introduced by Secretary Brooks.

Additional information was provided Administration Committee Chairwoman Vidrine.

AGENDA ITEM #14 – Quarterly AC Meeting

Next item discussed was regarding Quarterly Meetings of the Administration Committee.

The matter were introduced by Secretary Brooks, noting that per request from AC Chairwoman Vidrine he would annually pre-schedule Quarterly Meetings of the AC, and that such would not thwart or minimize the need for monthly occurring events of the AC wherein needed.

AGENDA ITEM #15 – Amending the Short-Term LHC FY25 Operating Budget

Next item discussed was regarding the Short-Term LHC FY25 Operating Budget.

The matter was introduced by Secretary Brooks, additional information was provided by Budget and Finance Committee Chairman Brandon O. Williams.

BFC Chairman Williams applauded the extensive work of the BFC in trying to arrive at a FY25 Operating Budget to present to the Board for approval; that the discussions with the External Auditors had been very informative and productive; that he was advocating for a monthly dashboard of financial projection analyses; and that he felt an agreeable FY25 Operating Budget would be ready for approval at the August 14th BODM.

Board Chairman Dwyer requested a month-to-month budget analysis of income and expenses, and actuals versus variances.

Secretary Brooks read into the Record the proposed Resolution.

BFC Chairman Williams requested a report on one-time funds versus recurring fee revenues.

Ms. Lauren Holmes, LHC Housing Deputy Administrator, addressed the Board and requested permission to fill two (2) open positions that were pertinent to her Department.

Board Member Harrell requested Ms. Holmes follow the guidelines of the Resolution and provide a written request and justification thereof to the Board Chairman and the Budget and Finance Committee Chairman for review and approval.

On a motion by Board Member Brandon O. Williams and seconded by Board Member Alfred E. Harrell, III, the resolution suspending, during the term of the Short-Term LHC Operating Budget in the amount of \$11.5M for the period of July 01, 2024 - September 01, 2024, as related to the LHC Operating Budget for the Fiscal Year Ending June 30, 2025, (1) all pay increases saving only those that are mandated by the Louisiana Department of State Civil Service and (2) all hiring of new employees, except those engaged to fill existing Louisiana Department of State Civil Service vacancies, which appointments shall be approved by the LHC Board. No additional positions shall be created during the term of the Short-Term LHC Operating Budget for the period of July 01, 2024 - September 01, 2024; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.

Board Chairman Williams noted the importance of the PBCA administrative fees and that he supports the request for prompt filling of the open positions, as referenced by Ms. Holmes.

On a motion by Board Member Alfred E. Harrell, III and seconded by Board Member Richard A Winder, the Board moved to APPROVE the prompt filling of two (2) open positions, as requested by Ms. Holmes; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed. There was one **ABSTAIN vote by Board Member Jennifer Vidrine.**

AGENDA ITEM #16 – FY25 Operating Budget

Next item discussed was regarding the LHC FY25 Operating Budget.

The matter was introduced by Secretary Brooks, additional information was provided by BFC Chairman Williams.

AGENDA ITEM #17 – Quarterly BFC Meetings

The matter were introduced by Secretary Brooks, noting that per request from BFC Chairman Williams he would annually pre-schedule Quarterly Meetings of the BFC, and that such would not thwart or minimize the need for monthly occurring events of the BFC wherein needed.

AGENDA ITEM #18 – RFP for Professional Title, Closing & Foreclosure Services.

Next item discussed was regarding the RFP for Professional Title, Closing & Foreclosure Services.

The matter was introduced by Secretary Brooks, with additional information provided by PC Chairman Steven J. Hattier noting the selectee was Team Title.

On a motion by Board Member Steven J. Hattier and seconded by Board Member Brandon O. Williams, the resolution to approve and authorize the Louisiana Housing Corporation (“Corporation”) to select and contract with selected proposer(s) to the Request for Proposals (“RFP”) for Professional Title, Closing, and Foreclosure Services; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.

AGENDA ITEM #19 – RFP for Consultant Services for Housing Needs Assessment

Next item discussed was regarding the RFP for Consultant Services for LHC Housing Needs Assessment.

The matter was introduced by Secretary Brooks, with additional information provided by PC Chairman Steven J. Hattier noting the selectee was Novogradac.

On a motion by Board Member Steven J. Hattier and seconded by Board Member Kristen O’Keefe, the resolution to approve and authorize the Louisiana Housing Corporation (“Corporation”) to select and contract with selected proposer(s) to the Request for Proposals (“RFP”) for Consultant Services for the Louisiana Housing Needs Assessment; and providing for other matters in connection therewith, was moved to debate. There being no further discussion, opposition, or public comment, a vote was taken, and the motion passed unanimously.

AGENDA ITEM #20 – 2025 QAP

Next item discussed was a brief discussion regarding State and Federal Legislation.

The matter was introduced by Secretary Brooks, with additional information provided by additional information was provided by PC Chairman Steven J. Hattier.

AGENDA ITEM #21 – PRIME-3 Awards

Next item discussed was a brief discussion regarding State and Federal Legislation.

The matter was introduced by Secretary Brooks, with additional information provided by PC Chairman Steven J. Hattier.

AGENDA ITEM #22 – HOME IPP and Housing Tours

Next item discussed was a brief discussion regarding State and Federal Legislation.

The matter was introduced by Secretary Brooks, with additional information provided by PC Chairman Steven J. Hattier.

AGENDA ITEM #23 – State and Federal Legislation

Next item discussed was a brief discussion regarding State and Federal Legislation.

The matter was introduced by Secretary Brooks, with additional information provided by PC Chairman Steven J. Hattier.

ADJOURNMENT

There being no other matters to discuss, Board Chairman Stephen I. Dwyer offered a motion for adjournment, seconded by Board Member Alfred E. Harrell, III. There being no discussion or opposition, the motion passed unanimously.

The Full Board Meeting adjourned at 12:19 P.M.


Chairman


Secretary