



## **Minutes of the Board of Commissioners Meeting June 17, 2014**

### **MEETING CONVENED**

A regular meeting of the Board of Commissioners for MaineHousing convened on June 17, 2014 at the offices of MaineHousing, 353 Water Street, Augusta, Maine.

Chairman Peter Anastos called the meeting to order at 9:00 a.m. with Commissioners Lincoln Merrill, Donna Talarico, Kevin P. Joseph, Sheryl Gregory, Adam Bradstreet, and Director John Gallagher in attendance. Commissioners John Marsh and Neria Douglass were absent. There was a quorum present.

### **PUBLIC ATTENDANCE**

Guests and staff present included: Margaret Bean, Deputy Director; Tom Cary, Treasurer; Linda Uhl, Chief Counsel; Jodie Stevens, Counsel; Denise Lord, Director of Housing Choice Vouchers; Dan Brennan, Director of Development; Michael Baran, Director of Energy and Housing Services; Kathy Kinch, Manager of Program Operations for Energy and Housing Services; Jason Dupuy, Director of Information Technology; Bill Glover, Manager of Lending; Jane Whitley, Human Resources Manager; Deb Turcotte, Public Information Manager; and Jody Rollins, Office Administrator and note taker.

### **ADOPT AGENDA**

*Commissioner Gregory made a motion seconded by Commissioner Talarico to accept the agenda. The vote carried 5 – 0.*

### **COMMUNICATIONS AND CONFLICTS**

There were no communications or conflicts reported.

### **MINUTES OF THE APRIL 15, 2014 MEETING**

*Commissioner Merrill made a motion seconded by Commissioner Gregory to accept the minutes as written. The vote carried 5 – 0.*

### **CHAIRMAN OF THE BOARD UPDATES**

Chair Anastos reported that he met with Preble Street Resource Center regarding apartments for people who are homeless and the need for additional resources to serve the population.

### **DIRECTOR UPDATES**

Director Gallagher provided updates on the following:

- *MAHC* – All Gubernatorial candidates were invited to talk about housing. Congressman Michaud spoke at the June meeting and Governor LePage has been invited to speak in July.
- *Housing Partnership Network* – John and Peter attended a meeting with Paul Weech to discuss national housing issues and how they relate to Maine.
- *Gorman Fund* – John attended a meeting with Nicole Witherbee to discuss how to keep seniors at home by using web communication and how MaineHousing can integrate that in housing.

- *Northern New England Housing Investment Fund (NNHIF)* – John, Tom, Linda and Bill Glover will attend the NNHIF Board meeting to discuss tax credits.
- *Federal Home Loan Bank of Boston* – John will attend the quarterly Advisory Board meeting later in the week.
- *Strategic Planning Committees* – Teams continue to meet and make progress on implementing goals.
- *All Staff Breakfast* – We will have a staff breakfast meeting in the garage on June 24; there isn't a room large enough to accommodate employees within the building.
- *July meeting* – A decision was made not to hold a July Board meeting. However, there will be public hearings on July 22 for the LIHEAP Rule and the LIHEAP State Plan. Four Commissioners plan to attend the hearings.
- *Program Review* – Staff are working hard on designing a new process for program design, which involves all levels of staff by front loading work and resolving issues before approval. Both the Asset Management and the Homeless Initiatives departments have utilized the new process and found it extremely helpful.
- *NCSHB Workshop* – The Commissioners were given a handout on the National Conference of State Housing Boards' 2014 Education & Development Workshop being held in Idaho in August. Commissioners who have an interest in attending should contact John or Jody.

### **COMMISSIONER UPDATES**

- Commissioner Gregory reported that Donna Beegle will be at Colby College on June 18 to speak about bridging the gap of those in poverty. Donna was a keynote speaker at a housing conference a few years back.
- Commissioner Gregory informed the Board about the Gerald Senior Housing Hotel open house in Fairfield on June 26<sup>th</sup>, a project of Kennebec Valley Community Action Agency with MaineHousing funds.

### **2015 / 2016 LOW INCOME HOUSING QUALIFIED ALLOCATION (QAP) PLAN PUBLIC HEARING**

Director of Development Dan Brennan provided an overview of the QAP process. He reviewed the two areas that were modified in the draft QAP by request of the Board at the May meeting. The first changes the category for three destinations important to the course of daily activities by allowing one facility containing multiple destinations to receive the maximum points, and the second adds a new scoring category that will award one point for a project that adds one more accessible unit than is required under state and federal accessibility laws.

Chief Counsel Linda Uhl opened the hearing and welcomed the public. She introduced the Commissioners and key staff of MaineHousing. She reviewed public meeting dates and published notifications of hearings. She noted that the purpose of the hearing is for public comment, which would be accepted through Friday, June 27<sup>th</sup> at 5:00 p.m. and that summaries of the comments and MaineHousing's responses would be available to the public and submitted to the Attorney General's Office. She explained that if there are no substantial changes to the rule, the Board may adopt the QAP at its August meeting.

Members of the public who provided comment during the hearing include: Andy Jackson, Maine Workforce Housing; Jill Johanning, Alpha One; and Mel Clarrage, Chair of the State Independent Living Council.

## **STANDARD & POOR'S – PRESENTATION ON RATING METHODOLOGY**

Treasurer Tom Cary welcomed Mikiyon Alexander, Kib Park and Alex North of Standard & Poor's tax exempt housing group. Tom explained that these were the individuals responsible for rating our bonds. The guests made a presentation in which they discussed their rating criteria and methodology. They discussed how, in order to maintain our AA+ rating, we must be able to withstand different levels of losses on mortgages, depending on loan to value and insurance coverage. They also provided the Commissioners with a perspective on trends of HFA's across the country and the industry in general.

## **BAKER NEWMAN & NOYES – 2013 FINANCIAL AUDIT**

Director of Finance Darren Brown welcomed and introduced Carl Chatto, Principal of Baker Newman Noyes. Mr. Chatto reviewed audit procedures and objectives. He discussed the audit work performed on the December 31, 2013 financial statements, the A-133 Single Act Audit on the federal programs that we administer, and the findings. The financials received a "clean opinion" and the A-133 Single Act Audit is on-going and is due September 30, 2014. Mr. Chatto discussed the impact of GASB changes on the financial statements. Mr. Chatto also reported that no material weakness in internal controls over financial reporting or matters of noncompliance were noted as a result of the audit. He discussed the issuance of several recommendations regarding data protection and noted that their recommendations were not significant findings or material weaknesses. MaineHousing management has adopted changes to address the recommendations.

## **COMMENCE RULEMAKING ON LIHEAP RULE AND REVIEW DRAFT STATE PLAN**

Director of Energy and Housing Services Michael Baran requested authorization to commence rulemaking for the Home Energy Assistance Program (LIHEAP) Rule. Mike reviewed the proposed changes to the rule and the LIHEAP State Plan. Chair Anastos requested a memo from counsel to the Commissioners regarding the legal requirement that MaineHousing amend the LIHEAP rule to maximize Supplemental Nutrition Assistance Program (SNAP) benefits for tenants in subsidized housing with rent included. Mike reviewed target dates - , public hearing on July 22, begin taking applications for 2015 program on August 18, and adoption at the August 22 meeting.

*Commissioner Gregory made a motion seconded by Commissioner Talarico to commence the rulemaking to repeal and replace the Home Energy Assistance Program Rule, of Maine Housing's rules. The vote carried 4-0.*

## **ADJOURN**

*Commissioner Joseph made a motion seconded by Commissioner Bradstreet to adjourn the meeting. The meeting adjourned at 11:40 A.M.*

Respectfully submitted,

Donna Talarico, Secretary