



Louisiana Housing Corporation

October 08, 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, October 08, 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 August 13, 2024 Administration Committee Meeting.
3. **Public Comments (Each Speaker is limited to 3 minutes).**
4. **Administration Committee Chairman's Report.**
5. **(ACTION)** Resolution recognizing **October as Domestic Violence Awareness Month**; and providing for other matters in connection therewith.
6. Discussion regarding **establishing protocols to allow Board access to LHC internal network files and documents**; and providing for other matters in connection therewith.
7. Discussion regarding **requiring contracts over a Board agreed dollar amount to be presented to the Board** prior to approval and signing; and providing for other matters in connection therewith.
8. Discussion regarding **LHC FY25 Staffing Plan** and Update on **Current Vacant Positions**; and providing for other matters in connection therewith.



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9. Discussion on **LHC Grievance Hotline** for Employees; and providing for other matters in connection therewith.
- ~~10. Discussion regarding **City of Lake Charles HOME Program Contract amendment**; and providing for other matters in connection therewith.~~
11. Discussion regarding **HOME Program** NOAH, CHAAP and CSAR released prior to approval, and **use of HMS versus spreadsheets**; and providing for other matters in connection therewith.
12. Discussion and Update regarding **CHDO disbursement of operating funds, Re-Certification, and Quarterly Meetings**; and providing for other matters in connection therewith.
13. Discussion regarding **LHC Environmental Department**; and providing for other matters in connection therewith.
14. Discussion regarding **RFP review for repairs at Willowbrook Apartments** (located at 7001 Bundy Road, New Orleans, Orleans Parish, LA 70127) ; and providing for other matters in connection therewith.
15. Update on **Mid-City Apartments Facility** (located at 1690 North Boulevard, Baton Rouge, East Baton Rouge Parish, LA 70802) **rental occupancy**; and providing for other matters in connection therewith.
16. Update regarding **LHC 2024 Louisiana Housing Conference**; and providing for other matters in connection therewith.
17. **Adjournment.**

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

Topic: BOD *Administration Committee Meeting*

Time: Tuesday, October 08, 2024 @ 2:00 PM CST

Join Zoom Meeting

<https://us06web.zoom.us/j/81440754334?pwd=UDjRvFjxsekaWathP8Ya3bIPlwqai8.1>



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Meeting ID: 814 4075 4334; Passcode: 362874

Dial In: 312 626 6799; 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 may be read during the meeting.

- **Prior to Meeting:**

Emails will be received up to 12:00 PM CST on Tuesday, October 08, 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.

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.*