



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, March 22, 2023

**Louisiana Delta Community College
Advanced Technology Center – Community Auditorium
7500 Millhaven Road, Monroe, LA 71203**

Board Members Present

Chairman Anthony P. Marullo, III
Alfred E. Harrell, III
Steven J. Hattier
Steven P. Jackson
Ericka McIntyre
Willie M. Robinson
Richard A. Winder

Board Members Absent

Vice-Chairwoman Tonya P. Mabry
Louisiana State Treasurer John M. Schroder
John S. Alford
Willie Rack
Jennifer Vidrine
Brandon O. Williams

Staff Present

Barry E. Brooks
Joshua G. Hollins
Marjorianna Willman
Louis Russell
Brenda Evans
Portia Johnson
Rachel Haney
Jarvis Lewis

Tasha Joseph

Others Present

See Sign-In Sheet.

CALL TO ORDER

Board Chairman Anthony P. Marullo, III, called the meeting to order at 10:17 A.M. Board Secretary Barry E. Brooks called the roll; there was a quorum.

INVOCATION AND PLEDGE OF ALLEGIANCE

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

APPROVAL OF FEBRUARY 08, 2023 BODM MINUTES

Next item discussed was the February 08, 2023 LHC Full Board of Directors Meeting Minutes.

On a motion by Board Member Steven P. Jackson and seconded by Board Member Alfred E. Harrell, III, the Minutes of the February 08, 2023 LHC Board of Directors Meeting were unanimously approved, as distributed.

PUBLIC COMMENTS

There were Welcome to Monroe wishes extended by Louisiana State Senators Stewart Cathey, Jr. and Katrina Jackson; from EJ Maxwell on behalf of Louisiana State Representative Pat Moore; and from Monroe City Councilmember Carday Marshall.

LHC BOARD CHAIRMAN'S REPORT

LHC Board Chairman Marullo noted how warmly received the LHC Board Members and LHC Staff had been by everyone in Monroe and West Monroe.

Thereafter, Board Chairman Marullo acknowledged March as Women's History Month, and read into the Record a Proclamation ([available upon request](#)).

LHC EXECUTIVE DIRECTOR'S REPORT

LHC Executive Director Joshua G. Hollins recognized the many legislators and municipal officials present, and thanked everyone for being such wonderful and supportive partners in the mission of providing affordable housing to the citizens of Louisiana.

ED Hollins also thanked all the developers and advocates and members of the public in attendance. He noted this was the 1st time in nearly 15 years that LHC had coordinated a Board Meeting outside of Baton Rouge.

ED Hollins noted for his Report that LHC has established cyber threat security protocols; that he was reviewing ways to streamline how LHC contracts for mobile devices in an effort to reduce costs related thereof; that he was likewise reviewing current IT equipment to be more readily able to handle emergency and/or disaster situations; that LHC managers and supervisors had recently completed Leadership Training at LSU; that the LHC Crisis Leave Policy was in final stages of being launched; that an enhanced Overtime Policy was in final stages and would not include Unclassified Employees; that a Telework Policy was in final review stages; that recent Employee Focus Groups sessions had been very informative; that he was offering “15-Minutes with the ED” to allow staff opportunity for a private chat; he discussed the PRIME NOFA – 60 applications received – 26 advanced to underwriting review; that LHC had launched the Blue Tarp Program – such was initiated by Louisiana State Senator Katrina Jackson; he discussed the Rental Restoration Program, he noted LHC has received approval for the SOAR Program; he discussed the Keys to Service Program; noted that an LHC Procurement Policy had been finalized; he noted the upcoming Senator Cassidy and LHC and USDA-RD Community Funding Summit trips to various cities in the State; that on April 23-26 LHC would be serving as the Host State for the conference of Southeastern Executive Directors; and reminded everyone of the September 2023 LHC Housing Conference.

Board Chairman Marullo applauded ED Hollins’ Report; he thanked the entire LHC staff for making the trip to Monroe a triumphant endeavor; he noted that he was very proud of the leadership at LHC and the commitment from the Board, and that he is confident the upcoming follow-up Performance Review by the LLA will be more positive.

Board Member Jackson echoed the aforementioned; requested an update on the Middle Market Loan Program, LIHEAP update, HOME ARP NOFA update, CoCs challenges, and a meeting regarding the recent \$80M Homelessness Initiative – prior to the next Programs Committee Meeting.

Board Member Winder applauded ED Hollins’ Report and leadership, and staff’s hard work in getting to Monroe; noted that he is very supportive of the LHC Crisis Leave Policy; and thanked all the “locals” in attendance.

AGENDA ITEM #7

Next item discussed was regarding \$74,280,708 MHRB for The Reserve at Joor Place.

Board Secretary Brooks introduced the item.

LHC HDFA Louis Russell provided additional informational, noting it was in the Final Sale stage, and that staff was recommending approval thereof.

On a motion by Board Member Steven P. Jackson and seconded by Board Member Richard A. Winder, the resolution accepting the proposal of Cedar Rapids Bank and Trust Company or such other purchaser as may be designated by the Taxpayer for the purchase of not to exceed Seventy-Four Million, Two Hundred Eighty Thousand, Seven Hundred Eight Dollars (\$74,280,708) Multifamily Housing Revenue Bonds for The Reserve at Joor Place located at 4663 Joor Road, Baton Rouge, East Baton Rouge Parish, Louisiana, in one or more series; fixing the parameter terms of said bonds and otherwise providing with respect to said bonds; 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

Next item discussed was regarding issuance of \$60M LHC SF MRB.

Board Secretary Brooks introduced the item.

Additional information was provided by LHC CSO Brenda Evans, noting that staff was recommending approval thereof.

Board Member Jackson noted he was looking forward to the upcoming Homeownership Event in Shreveport; that the demand was overwhelming for the Keys to Success Program; that he wanted to explore options for probable incentives to purchase homes in the “urban core and urban centers”; and he discussed issues related to “urban decay”.

Board Member Hattier inquired as to “why not expand the Keys to Success Program to everyone in Louisiana?”

CSO Evans noted that such was due to limited funding available, but that LHC was exploring ways to include my eligible applicants and more funding.

On a motion by Board Member Steven P. Jackson and seconded by Board Member Alfred E. Harrell, III, the resolution approving and authorizing the issuance of not exceeding Sixty Million Dollars (\$60,000,000) of Louisiana Housing Corporation Single Family Mortgage Revenue Bonds in one or more tax-exempt or taxable series or subseries; approving the form of a Series Supplemental Trust Indenture in connection with the aforesaid Bonds; requesting the State Bond Commission to approve the issuance, sale and delivery of the Bonds, 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

Next item discussed was an RFP for Program Manager Services for Disaster Response and Recovery Housing Programs.

Board Secretary Brooks introduced the item.

Additional information was provided by LHC COO/CLO Marjorianna Willman, noting that the original RFP was pulled to make enhanced changes; and she discussed the collaborative partnership with OCD and the suggestion of a Consensus Scoring Team with subject matter experts.

Board Chairman Marullo applauded the “commitment to transparency”, and that it was laudable of LHC to “make a matter better when it is noticed”.

On a motion by Board Member Alfred E. Harrell, III and seconded by Board Member Ericka McIntyre, the resolution to authorize the Louisiana Housing Corporation (“LHC” or “Corporation”) to issue a Request for Proposals (“RFP”) to seek proposals for Program Management Services for Disaster Response and Recovery Housing Programs; 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 #10

Next item discussed was a discussion regarding Bond Efficiency Policy Change.

Board Secretary Brooks introduced the item.

Additional information was provided by LHC ED Hollins and HFDA Russell.

HFA Russell noted such was from a request by the Board to enhance the efficiency of the Bond Process; he discussed inducement protocols; the role of the State Bond Commission; noted that delays can cause financial hardships; that the initial induce will include approval of final sale and submissions to the SBD – all during the initial presentation to the Board; and that staff recommends the enhancements.

Board Member Hattier noted his support of the matter, especially since there will now only be the need for one (1) Resolution for the Board to approve.

No ACTION from the Board was needed for this item.

AGENDA ITEM #11

The next item discussed was a discussion regarding the LHC Procurement Policy.

Board Secretary Brooks introduced the item.

Additional information was provided by LHC Hollins and LHC PSID Portia Johnson

PSID Johnson noted that the Procurement Policy had been a collaborative team effort; that ED Hollins would designate a Procurement Officer; that there was consensus for a Scoring Group and an Appeals Panel; that the Contract Management Policy would be in conjunction with the Procurement Policy; and that staff was supportive of the matter.

Board Member Harrell inquired as to whether a new position of Procurement Officer have to be created, and whether the Procurement Policy needed Board approval.

ED Hollins noted that he was still exploring how best to fulfill the Procurement Officer – whether to assign to current staff or create a new position.

ED Hollins deferred to Board Secretary Brooks if the item needed Board approval.

Board Secretary Brooks noted that ED Hollins was given certain statutory and contractual authority to administer and approve internal routine LHC policies, and that the Procurement Policy did not need Board approval. And, also recognized that ED Hollins was continuing his efforts to keep the Board informed of LHC administrative matters.

Board Member McIntyre requested assurance that LHC employees would complete an attestation that they had read the Procurement Policy and would fully abide by such.

No ACTION from the Board was needed for this item.

ADJOURNMENT

There being no other matters to discuss, Board Member Alfred Harrell, III offered a motion for adjournment that was seconded by Board Chairman Anthony P. “AP Marullo, III. There being no discussion or opposition, the motion passed unanimously.

The Full Board meeting adjourned at 11:30 A.M.

Chairman

Secretary