

HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY

10400 Detrick Avenue
Kensington, Maryland 20895
(240) 627-9425

Minutes

February 1, 2017
17-02

The Annual meeting of the Housing Opportunities Commission of Montgomery County was conducted on Wednesday, February 1, 2017 at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:05 p.m. Those in attendance were:

Present

Sally Roman, Chair
Jackie Simon, Vice Chair
Richard Y. Nelson, Jr., Chair Pro Tem
Christopher Hatcher
Margaret McFarland
Linda Croom
Pamela Byrd

Also Attending

Stacy Spann, Executive Director	Kelly McLaughlin, General Counsel
Nowelle Ghahhari, Deputy General Counsel	Gail Willison
Kayrine Brown	Shauna Sorrells
Patrick Mattingly	Zachary Marks
Jim Atwell	Bobbie Dacosta
Ethan Cohen	Nilou Razeghi
Tiffany Jackson	Joan McGuire
Arthur Tirsky	Angela McIntosh-Davis
Lynn Hayes	Ugonna Ibebuchi
Eugene Spencer	Martine Bohn
Diane Morrison	Teri Fowler
Fred Swan	Rita Harris
Vivian Benjamin	Garrett Jackson
Natalie Kaplan	Paul Vinciguerra
Deirdre Harris	Jay Shepard
Michele Ogunbode	Sue Swierdsiol
Roxanne Holiday	Gloria Velazquez
Brian Selden	Ruth Jorge
Erin Bradley	Shala Rafiq
Neron Adams-Escalera	Lorie Seals
Teferi Gebremariam	

Resident Advisory Board
Yvonne Caughman

Guest
Perry Berman
Rosie McCray-Moody
Edgar Rodriguez

Commission Support

Patrice Birdsong, Special Assistant. to the
Commission

IT Support

Chair Roman convened the annual meeting of the Housing Opportunities Commission by first welcoming guests and staff. During this time she introduced the 2017 Housing Honor Roll recipient as well as the 2017 Special Recognition recipient.

HOUSING HONOR ROLL AWARD

HOC gives the Housing Honor Roll Award annually to recognize outstanding efforts to provide a fair and affordable housing supply in Montgomery County. The honoree will receive an engraved plaque from the Commission and have their name engraved on the list of Housing Honor Roll Award Winners.

Perry Berman – Mr. Berman is Vice President of Land Use & Planning at Scheer Partners. For 28 years, he has worked on land development throughout the Washington region for diverse clients including banks, property owners, builders, colleges and non-profits. In 2013, Mr. Berman began working with HOC. With his help, HOC was able to establish working relationships with Planning staff to support the agency's real estate agenda. His assistance was critical while the County's sector and master plans were being revised. Because of his support, HOC has achieved greater zoning capacity and future development potential for more than 1,500 units in support of its mission.

SPECIAL RECOGNITION AWARD

HOC gives the Special Recognition Awards annually to recognize outstanding efforts on behalf of HOC, its residents and affordable housing in our community. The Honoree will receive a Plaque Certificate of Recognition from the Commission. This year's recipient is:

Juin Killingsworth – Ms. Killingsworth is a Landlord-Tenant Mediation Investigator in the Division of Housing within Montgomery County's Department of Housing and Community Affairs. For almost 30 years, Ms. Killingsworth has advocated for HOC tenants and landlords ensuring access to quality housing for all county residents. She guarantees fair and equitable housing access, arbitrates disputes, provides information as well as technical assistance. Her leadership in the area of landlord-tenant relations led HOC to streamline its inspection protocols, adopting a single code in satisfaction of Montgomery County and the Department of Housing and Urban Development requirements. Streamlining HOC's inspection protocol helps

reduce the number of duplicate and failed inspections and speeds the pace at which vulnerable families are housed.

Rosie McCray-Moody, Department of Housing and Community Affairs, accepted the award on Ms. Killingsworth's behalf.

Commissioner Nelson also expressed his appreciation and congratulations to Ms. Killingsworth in receiving the 2017 Special Recognition Award.

Stacy Spann, Executive Director, opened by extending thanks to the Commission, staff, Honorees, and the many community partners for their support of HOC.

YEAR IN REVIEW

Annual Meeting Speech of the Executive Director, Stacy L. Spann.

2017 Annual Meeting

Introduction

Thank you, Commissioner Roman.

Good afternoon and welcome. My name is Stacy Spann and I'm the Executive Director of the Housing Opportunities Commission of Montgomery County. Thank you for joining us for our 2017 annual meeting – we have a lot to be proud of in terms of how we served this community in 2016 and where we are going in 2017. And, I'm excited to share it with you.

HONOREES

Before I do that, please join me in giving another round of applause for our 2017 honorees. As an organization, HOC and its staff make it our mission to serve this community and its most vulnerable residents. But it's the fervent leadership of individual citizens, who care deeply about this community and their neighbors, both known and unknown, that inspires. Here's the deal: HOC would simply not be able to fulfill its mission and serve its customers with the level of excellence or level of services without the partnership and support of our honorees. So, again on behalf of the Commission, staff and clients, I thank both Perry Berman and Juin Killingsworth for their efforts in support of the thousands of men, women and children we serve.

COMMISSION CHANGES

I'd also like to take just a quick moment to acknowledge the work of relatively new and outgoing commissioners. Last year, we welcomed two new Commissioners onto the board –

Commissioner Linda Croom and Commissioner Pamela Byrd. Commissioner Croom was appointed to the Commission in January 2016 and brings invaluable leadership as HOC's Resident Commissioner, bringing insights and a perspective to the Board that helps HOC fulfill its mission in ways that enhance the lives of low- and moderate-income families and individuals throughout Montgomery County.

Commissioner Byrd was appointed to the board in May 2016, and is a longtime volunteer in Montgomery County, having served with the American Red Cross, Board of Elections and the Potomac Valley Alumnae Chapter of the Delta Sigma Theta Sorority. She is also a board member with her homeowner's association in Silver Spring. I thank you both for your leadership, the work you've done and the work you have ahead of you. So again - Welcome.

We are also celebrating the long service of our outgoing Chair, Commissioner Sally Roman. Commissioner Roman came to HOC in 2007 after giving many years in her career as a Master Planner and ultimately Lead Planner, as a consultant on demographic issues in the county. And, she was critical in updating Montgomery County's Moderately Priced Developed Unit law – which is pivotal to the work we do here.

Commissioner Roman's commitment to this County and her passion for affordable housing issues is evidenced in the way she served and led HOC. So, while we will miss her here, it should come as no surprise that she'll continue to serve Montgomery County and lend her voice to issues she cares so much about - She has graciously agreed to join the board of our non-profit affiliate, the Housing Opportunities Community Partners. I will say that I am personally looking forward to keeping you around.

Overview of Topics for Discussion

Today, I'll talk about the impact HOC made over the past year thanks to the steady leadership of our commissioners, impassioned volunteers, strong community partners, and the tireless efforts of an extremely dedicated staff. This agency is fortunate to have passionate folks, who take what their work means to this community - seriously. There is room for everyone in this agency to lead from where they are and, as it turns out, it is crucial in the way HOC can continue to push the bounds of how best to provide Montgomery County with the most connected affordable housing this county has ever seen.

Every day, the staff at HOC stretches themselves and their talents so that as an agency we can improve living conditions for this county's most vulnerable: the elderly, disabled, families working hard to raise children yet barely able to make ends meet, and fathers and mothers trying to give their children the education and support they need to meet their full potential. The thing we ALL want for our children - that they have the chance to meet their fullest potential.

After looking back over the past year, I'll share what our recent successes have taught us and how we will use that knowledge to serve not only in 2017, but to ensure we position ourselves forward.

2016 Impact

In 2016, one of the activities that I am most proud of is the way this agency came to support families impacted by the devastating explosion at the Flower Branch Apartments in August. During a time of crisis, after many families were left homeless and without hope, working with DHCA and DHHS, HOC provided temporary, emergency housing to folks impacted and without other housing options.

This type of collaboration and partnership brought out the best of HOC in 2016. Strong alliances with uncommon partners who shared our vision and were willing to be creative, helped us push boundaries and shift the affordable housing and service paradigm forward.

Nowhere was this more evident than in our rehabilitation, development and redevelopment efforts. During 2016 we nearly completed all of our RAD conversions of old Public Housing stock, and closed on development transactions that broke new ground in affordable housing development and service delivery.

One example of this is the Chevy Chase Lakes development, which broke ground in September. Chevy Chase Lakes will be a luxury, mixed-income community. Formerly a collection of garden-style apartments, the redevelopment of this site will transform the space to include a 200-unit apartment building and 62 brownstones in the heart of Chevy Chase. Forty percent (40%) of the apartments will be offered at less than market rate, providing more units at deeper levels of affordability than previously existed on site, along with 10 brownstones that will be sold as MPDUs.

But that wasn't enough. HOC got creative. We pushed ourselves, and our partners, and continue to do so because as an agency we strive to be at the forefront of affordable housing development and finance. As a result, HOC may be the **only** affordable housing developer in the nation to successfully inject private equity into a transaction, while at the same time retaining principal control – we have done just that with the Chevy Chase Lakes development.

When complete, CCL will be more than just a case study in affordable housing finance, it will expand affordable housing in that location, at all levels – from extremely low-income, to workforce housing and beyond to market rate units. And we're doing it all on the site of the future [cross your fingers] rail transportation investments. We are creating, mixed income housing in ways that are deeply integrated within the fabric of the community in a way that's sustainable for the long-term.

Another redevelopment schedule to begin in 2017 is the Elizabeth Square redevelopment and development project. After all is said and done, Elizabeth Square will be

comprised of three separate high-rise apartment buildings, creating a mix of family and elderly properties located in downtown Silver Spring. This project, pushes the boundaries of best practice by co-locating a county-operated Olympic class aquatic center to serve the entire region directly within the property.

Achieving these outcomes, along with an increase in total units, would not have been possible without the flexibility of the Department of Housing and Urban Development's RAD program, the strength of the Low Income Housing Tax Credit Program, the County's commitment to and policies for affordable housing, and last but not least partners like EYA, Equity One, the Morris and Gwendolyn Cafritz Foundation, Montgomery County Department of General Services, the County Council - - as I said Strong Alliances and Uncommon Partners.

[At the outset, each of these projects were thought impossible – to some even laughable - both inside and outside of the agency if I'm honest.] Where we faced resistance and disbelief outside these walls, we persevered and pushed forward until everyone shared our vision. Where we may have struggled to imagine the fullest potential of these developments inside these walls – we stretched ourselves and pushed forward until we all knew it would be impossible to do anything less.

Beyond housing, HOC collaborated in ways that expanded services to our customers and the community. 2016 saw our partnership with the Coalition for the Homeless target project-based housing resources to support families at risk of homelessness. The Housing Resources Division and Resident Services worked together to house homeless veterans. HOC currently has 76 vouchers entirely devoted to serving homeless Veteran's in a unique partnership between HUD and Veteran's Affairs. With these resources, as well as the HRD/Resident Services, collaboration was crucial to the County being designated by HUD as one of the few jurisdictions in the nation to reach functional zero in their goal to end veteran homelessness.

Not to be forgotten are the more than 300 youth who took part in a variety of extracurricular education programs. From STEM field trips, robotics clubs, chess clubs and more. HOC Academy is presenting HOC's youngest residents with experiences that broaden their horizons and expose them to rich educational and career opportunities.

HOC is helping close the digital divide in a number of important ways. IT's broadband internet rollout gave nearly 2,000 households access to high-speed, wi-fi internet where they live, helping students access online educational resources while giving adults the ability to apply for jobs or participate in on-line training.

Pushing forward on this initiative, HOC is launching its partnership with T-Mobile to revamp the HOC Connects program. HOC customers, both voucher holders and those living in our properties, will be able to get tablets and high-speed internet service for just a \$10 technology fee. Closing the gap by ensuring folks have both the connectivity and a device. In the future we plan to offer more devices, like Chrome books so kids can use at home exactly the same technology they're using at school.

Serving this community and our customers is a part of our DNA. HOC has a number of annual service events for customers and the larger Montgomery County community. To give you a sense of the breath of our efforts during 2016:

- We held our Annual Back To School event, which made sure kids were ready to start the school year prepared, handing out more than 540 backpacks filled with school supplies to clients;
- 2016's Annual Holiday Giving Campaign supported more than 1,700 families during the Holiday Season by providing Thanksgiving meals to gifts from kids.
- HOC also continued its support of the 2016 Health and Wellness Expo that provided nearly 200 vulnerable families from across Montgomery County access to health care and supportive services that they might otherwise not have received.
- Lastly, HOC's 2016 Day of Service, saw staff donate more than 1,100 hours to 28 non-profit and housing sites across Montgomery County. The Day of Service is an opportunity for HOC to serve the many agencies that serve our customers. We are actually working with our industry partners to extend this across the state of Maryland at other housing authorities.

In September, HOC's non-profit affiliate Housing Opportunities Community Partners hosted its first ever, fundraising event—the Inspire Gala 2016. Hundreds of community members, stakeholders and elected officials joined Community Partners to celebrate the organization's impact on families across the county. More than 20 corporate sponsors and dozens of private supporters helped Community Partners raised \$175,000. With the donations received, HOCP will be able to expand its support of workforce development initiatives; provide more students with afterschool STEM programming; and assist families move from homelessness to housing stability.

Beyond programming, HOC found new ways to extend information and service to customers by expanding service hours and improving the ways in which we provide information. The Housing Resources Division began offering extended office hours at our Customer Service Centers. Every Wednesday, Customer Service Centers are now open until 6:00 p.m. to give clients a chance to get off work. You'll also notice, that the HOC website received an overhaul, and now maintains everything from access to our rental programs, Housing Path, HOC's Twitter feed, and even HOCMC TV. This update provides our customers and partners with a reliable resource they can use to learn about what is happening at HOC, and get information that matters when where and how they need it. And these are just the first steps. We won't stop pushing forward to provide exceptional customer service. We believe doing so will allow us to tailor and prioritize resources in ways that keep our most vulnerable customers stably housed.

In addition to providing programs, HOC supports clients as they pursue higher education, trainings and certifications. HOC Academy has distributed nearly \$24,000 in tuition assistance during 2016.

What We've Learned

Over the last four years, HOC has moved at a dizzying pace to take advantage of a once in a generation opportunity to rehabilitate, recapitalize, and redevelop its entire public housing stock as well as much of its real estate portfolio. As an agency, HOC worked to not only revitalize but eliminate obsolete housing that no longer reflects good design or what we now know to be best practice.

Through its efforts, HOC is investing \$230 million into the redevelopment of its rental housing portfolio. HOC will ultimately expand the supply of mixed-income affordable housing in Montgomery County; leveraging the real property, while de-concentrating deeply affordable units. Where possible, HOC prioritized creating robust housing options rooted in true market place focused housing choice; located in mixed-income settings; and eliminating, where possible, 100% concentrated developments.

Our work gave us a chance to ask ourselves critical questions. First, "How can we as an agency best serve customers' affordable housing needs?" And, "What makes not only good housing but good *communities*?" Here's what we've learned:

Beyond de-concentrating poverty, best practices are reflected when development takes place within an amenity rich environment – for everyone. Critical to being able to access our goals for ourselves' and our families' are living in a place with access to transportation, great schools, good jobs, friendly neighbors and recreation opportunities – parks for kids, biking and trail paths, community centers. We understand the desire to walk outside of your door, feel welcomed and connected to the larger community in which we live and raise our families. **Every one of us wants this.** While what that looks like for each of us may differ, it is a tie that unites.

The research is clear - when children, especially poor children, grow up in neighborhoods without resources it can have lifelong, detrimental implications that limit their life's chances. Here in Montgomery County, perhaps more than most communities around the nation, we have an opportunity to do better and provide greater access. In fact, Montgomery County has been extremely progressive in creating inclusive communities through its land use policies and its Moderately Priced Developed Units requirements.

All of this has allowed this agency to refine its vision for how to best support customers, and we believe this is best achieved by creating Community Connected Housing. This is the way HOC will develop and site [or cite] affordable housing moving forward. We define Community Connected Housing as existing within "healthy" neighborhoods that furnish strong employment, educational, recreational, and environmental amenities. Neighborhoods and services that not only encourage but cultivate social interactions between neighbors, thereby creating communities that do not isolate vulnerable populations within pockets of poverty.

When deciding where to site future housing, HOC will look to neighborhoods that have as many essential assets as possible, things like:

- Strong Schools and Education
- Transportation
- Employment
- Green Spaces
- Food Access
- Recreation
- Housing Options
- Community Organizations
- Social Supports
- Commercial spaces for local and small businesses

We believe these amenities encourage social interactions between neighbors and promote connectivity. Taken together, these assets reflect educational and employment opportunities, healthy lifestyle options, the chance to engage with neighbors and even volunteer and support ones community.

As developers, we do not expect that every amenity will exist within every potential neighborhood. Within these communities, HOC must act as a convener and putting its resources to work at more than bricks and mortar to create these communities where possible. This is evidenced by our partnership with the county to put a regional, Olympic caliber, aquatic center within the future Elizabeth Square re-development in the Westbard community.

Often, what is harder to create, but no less critical, are community based social supports. As an agency, HOC is committed to providing programming for residents through our Family Self-Sufficiency program; HOC Academy which provides Adult Education and Workforce Development programming; STEM programming for youth and young adults; and pursuing other grants and donations through our non-profit affiliate, Housing Opportunities Community Partners (HOCP).

Developing amenity rich, community connected housing for all of Montgomery County's residents, regardless of socio-economic status is essential to the fabric of HOC and the county. Through its Moderately Priced Developed Units law, the county is renowned for having the first successfully implemented inclusionary zoning program in the country. As the county's affordable housing provider and developer, HOC has an obligation to incorporate the best thinking into our work. That is exactly what we intend to do.

Path Forward

At this time, I want to focus on our priorities for the year ahead. Over the last few years at HOC, we focused on re-inventing how we serve, re-positioning our real estate and re-

imagining how we meet the affordable housing needs for the approximately 14,500 families we serve. Our focus for this year is to refresh those efforts by moving to be a data-driven organization, in a way that generates business intelligence across the enterprise and helps us tell our story. What does that mean? It means our efforts have to mean more than checking a box, counting widgets or using antidotes.

By doing this, HOC will stay rooted in our mission to provide affordable housing and supportive services to those who need them most, but will be meeting those needs by fully embracing the data-driven metrics that are critical to our success in the years to come. Let's be clear, future funding will be directly tied to our ability to tell our story through data— especially grant funds for service programs. Getting our data right matters now more than ever before as services may become even more critical under the current administration.

Next, we need to measure the effectiveness of our housing programs for our customers. By focusing on performance measurement, HOC can reduce the time it takes to get, and keep people housed, using what our data tells us about our internal processes to remove unnecessary barriers.

Strategic Plan

Now, I would like to turn our focus to HOC's 2018-2022 strategic plan.

As we celebrate the accomplishments from the 2013-2017 strategic plan, it is time to embrace the challenge of the new 2018-2022 strategic planning season. The strategic plan will be in place by the beginning of the next fiscal year. But, to get there, we are doing things a bit differently. Before we begin writing the strategic plan, we are hosting an HOC Data Walk, a first of its kind for the agency.

What is a data walk and why are we doing it? A data walk is a tool of results-based leadership that fosters open conversations about program outcomes and services, how a program or division may need to "reset", as well as what important data may be missing. This exercise will help HOC determine which data to use in developing strategies, achieving goals and tracking progress. Rather than counting widgets, data used in a data walk focuses on outcomes. With every program we should be able to answer the question, "How do we know that we are successful?"

The why is simple. We are doing a data walk so that we can look across our program outcomes and know who we are as an organization, where we're being effective and where we have an opportunity to deepen our service to the client.

HOC staff at all levels will have a chance to share their thoughts on what the data mean, what connections exists between our processes that should be explored, and whether these are the right measures at all. We will be sharing the data and reflections with Commissioners as part of the Strategic Plan process. Finally, we will conduct a public data walk, where members

of the community can provide their feedback as well. All of this will help guide our thinking for the strategic plan.

To give you a sense of the kinds of questions we are considering:

Our HCV customers also saw a major decrease in the time it took to get housed, from an average of 420 days in 2013 to 42 days in 2016. While the reductions are great, some of the decline is simply related to having more and complete data with which to measure performance. Now that we know, it we can ask ourselves “Is 42 good or bad? Is there an opportunity to do better and where are the bottlenecks customers face when running the HOC gauntlet to get housed? And most importantly how can we eliminate them?” To my knowledge, this is the first time we’ve ever asked ourselves this question – which is interesting given that the point of most of our efforts is “To get people housed”. That’s not an admonishment, its just an acknowledgment of that taking a step back, and getting to the simplest measure of success can reveal things that were previously unseen.

Closing

HOC is on the right path. Our real estate development efforts are positioning us to bring even greater housing opportunities to Montgomery County residents. However, to continue building on our achievements, we are more committed to using data as knowledge so that we protect the investments made in our housing and our mission for this great community.

With the leadership of the Commission and the commitment of our staff, I am confident we will continue to identify and capitalize on our opportunities.

As an agency, HOC understands what is possible when we dream big and maximize the potential within our partnerships. Moving forward, we will spend the year dreaming big together, creating a new strategic vision for the next five years. And I look forward to an amazing year ahead and our work together.

Election of Officers

Mr. Spann opened the floor for the election of the 2017 officers. Prior to the nominations, Chair Pro Tem Nelson, on behalf of the Board, expressed appreciation of the nine (9) years of service and leadership Chair Sally Roman provided to the Board of Commissioners.

A motion to nominate Commissioner Jackie Simon as Chair and Commissioner Christopher Hatcher as Vice Chair. The nomination was seconded by Commissioner McFarland. A motion was made by Commissioner Byrd to nominate Commissioner Rick Nelson, Jr., as Chair Pro Tem. The nomination was seconded by Commissioner Croom. Being no other nominations, the officers were unanimously elected – Jackie Simon, Chair; Christopher Hatcher, Vice Chair;

Rick Nelson, Chair Pro Tem. Affirmative votes were cast by Commissioners Roman, Simon, Nelson, McFarland, Hatcher, Croom and Byrd.

Commissioner Roman thanked the Board for her opportunity to serve as Chair for the past two (2) years, as well as Mr. Spann and HOC staff.

Chair Elect Simon gave remarks as she accepted her role.

The Consent Calendar was then approved upon a motion by Chair Pro Tem Nelson and seconded by Commissioner Roman. Affirmative votes were cast by Commissioners Simon, Hatcher, Nelson, Roman, McFarland, Croom, and Byrd.

I. **CONSENT ITEMS**

- A. **Approval of Minutes of January 11, 2017** – The minutes were approved as submitted.
- B. **Approval of Minutes of Executive Session Minutes of January 11, 2017** – The minutes were approved as submitted.
- C. **Authorization to Implement Voucher Payment Standards Based on HUD FY 2017 Fair Market Rents** – Ethan Cohen, Housing Program Coordinator and Lynn Hayes, Director of Housing Resources, gave a brief explanation of the payment standards analysis at the request of Commissioner McFarland. The following resolution was approved.

RESOLUTION: 17-09

**RE: Authorization to Implement
Voucher Payment Standards Based on
HUD FY 2017 Fair Market Rents**

WHEREAS, U.S. Department of Housing and Urban Development (HUD) regulations require that the Housing Opportunities Commission of Montgomery County (HOC) establish and implement new Voucher Payment Standards annually to be used in HOC's administration of the Housing Choice Voucher Program; and

WHEREAS, the establishment of these Voucher Payment Standards must be based upon a percentage between 90 and 110 percent of the HUD Fair Market Rents (FMRs) for the given fiscal year.

NOW, THEREFORE, BE IT RESOLVED by the Housing Opportunities Commission of Montgomery County that the Executive Director is hereby authorized to establish and implement the Voucher Payment Standards listed below.

# of Bedrooms	Recommended VPS
Efficiency	\$1,310
1 Bedroom	\$1,377
2 Bedroom	\$1,591
3 Bedroom	\$2,093
4 Bedroom	\$2,598
5 Bedroom	\$2,988
6 Bedroom	\$3,378

BE IT FURTHER RESOLVED by the Housing Opportunities Commission of Montgomery County that the Executive Director is authorized and directed, without further action on its part, to take any and all other actions necessary and proper to carry out the activities contemplated herein.

II. INFORMATION EXCHANGE

- A. Report of the Executive Director** – An updated on the closing of the Alexander House Limited Partnership was provided.

- B. Commissioners Exchange** - Commissioner Croom expressed her gratitude to Commission Roman on behalf of the Resident Advisory Board.

- C. Resident Advisory Board** - Yvonne Caughman, Vice President of the Resident Advisory Board, had to leave early. Fred Swan, Resident Services Director, updated the Commission on the continued progress of the RAB meetings with individual Division Directors.

III. COMMITTEE REPORTS and RECOMMENDATIONS FOR ACTION

No Reports

IV. *FUTURE ACTION ITEMS

None

V. NEW BUSINESS

None

VI. EXECUTIVE SESSION FINDINGS

None

Based upon this report and there being no further business to come before this session of the Commission, a motion was made, seconded and unanimously adopted to adjourn.

The meeting adjourned at 5:26 p.m.

Respectfully submitted,

Stacy L. Spann
Secretary-Treasurer

/pmb

Approved: March 1, 2017