

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT  
MEETING  
March 22, 2010  
Glen Allen, Virginia**

Members Present

Mr. Anthony Clatterbuck  
Ms. Susan Dewey  
Mr. Richard Evans  
Mr. Thomas Fleury  
Ms. Lori Fountain  
Mr. Roger McLellon  
Mr. Brian Mullins  
Ms. Nancy O'Brien  
Ms. Carol Staples  
Mr. Ed Whitmore  
Mr. Rick Witt

Members Absent

Ms. Ellen Robertson  
Mr. Michael Reilly  
Mr. Tip Strickland

Call to Order	Mr. Richard Evans, Vice Chairman of the Board of Housing and Community Development, called the meeting of the Board to order.
Roll Call	The roll was called by Mr. Steve Calhoun of the Department's Policy Office. Mr. Calhoun reported that a quorum was present for the meeting.
Approval of Minutes	A motion was made to approve the minutes of the January 25, 2010 meeting of the Board. The motion was seconded and unanimously passed.
Conflict of Interest Act Training	Mr. Bill Shelton, Director of the Department of Housing and Community Development, provided an overview of statutory requirements for Conflict of Interest Act training. Mr. Steven Jack of the Office of the Attorney General presented a video presentation and answered questions on this law.
Action Plan Overview	Mr. Shelton and Ms. Shea Hollifield, Deputy Director of the Division of Housing, provided a summary of the items that will be considered by the Board at its May 17, 2010 meeting regarding an Action Plan on housing and community development programs.
Regulatory Schedule	Mr. Emory Rodgers, Deputy Director of the Division of Building and Fire Regulations, reviewed possible alternative schedules for the adoption of building and fire code regulations. The Board discussed the options and a motion was made for approval of one of the options. The motion was seconded and unanimously

approved. A copy of the adoption schedule approved is attached to and made a part of these minutes as the Appendix.

2010 Legislative Update	Mr. Shelton and Mr. Bill Ernst of the Department's Policy Office provided an overview of legislation that passed during the 2010 General Assembly session. Budget items also were reviewed. A handout summarizing major bills was provided to each Board member.
VHDA Report	Ms. Susan Dewey, Executive Director of Virginia Housing Development Authority (VHDA) briefly reported on working with DHCD on development of a state housing policy.
Virginia Fire Services Board Report	Mr. Brian Mullins reported on the February 26, 2010 meeting to the Virginia Fire Services Board, the 90/10% distribution formula for ATL, a position letter from the VFSB to the BHCD on fees, fire causes, the purchase of new mobile burn trailers, VFIRS, and Code Committee work.
Report of the Director	Mr. Shelton reported on budget issues, the development of state housing policy, drywall issues and a drywall work group, foreclosure issues and work on economic development strategies.
Unfinished Business	None
New Business	None
Board Matters	None
Future Meetings	The next meeting of the Board will be held on Monday, May 17, 2010 at the Virginia Housing Center, Glen Allen. The Codes and Standard Committee will meet at the Main Street Centre on May 10, 2010, Richmond, Virginia.
Adjournment	Upon motion duly made and seconded, the meeting was adjourned.

*APPENDIX*

**BOARD MEETING AND REGULATION ADOPTION SCHEDULE**

**2010**

Monday, **May 10** - *Codes and Standards Committee Only*

Monday, **May 17**

Monday, **June 7**– *Codes and Standards Committee Only*

Monday, **July 26** - (*adoption of final building and fire code regulations*)

Monday, **September 20**

Monday, **October 25** - *tentative*

Wednesday, **November 17** – *Governor’s Housing Conference in Richmond*