

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT
MEETING
July 27, 2004
Richmond, Virginia**

Members Present

Ms. Betty Ann Davis
Mr. Thomas Fleury
Mr. Brian Mullins
Mr. Dennis Mitchell
Ms. Nancy O'Brien
Ms. Ellen Robertson
Mr. Carlos Sol
Mr. Doug Thomas
Mr. Ken Thompson
Mr. Ed Whitmore

Members Absent

Ms. Susan Dewey
Ms. Ann Hunnicutt
Mr. Jack Loeb

Call to Order

Ms. Betty Ann Davis, Chairman, called the meeting of the Board of Housing and Community Development to order.

Roll Call

The roll was called by Mr. Stephen Calhoun of the Department's Policy Office. A quorum was present.

Approval of Minutes

A motion was made to approve the minutes of the May 17, 2004 meeting of the Board. The motion was seconded and unanimously passed.

Public Comment

Mr. Ken Martin of Richmond, Virginia spoke about the recent case heard by the Board involving a complaint against Mr. Martin. Mr. Martin discussed the incident and expressed concern about delayed notification about the complaint. Mr. Calhoun stated that parties to a case are now notified immediately upon receipt of a Request for Inquiry form, in accordance with Board procedures adopted in March 2004. No one else requested to address the Board at this meeting so the public comment period was closed.

Board Elections

Ms. Davis reviewed the Board By-Laws regarding elections and turned the meeting over to Mr. Bill Shelton, Director of the Department. Mr. Shelton asked for nominations for Chairman. Mr. Fleury nominated Ms. Davis and the

nomination was seconded by Mr. Thompson. Ms. Davis was elected Chairman by acclamation.

Ms. Davis asked for nominations for Vice-Chairman. Mr. Fleury nominated Mr. Thompson. The nomination was seconded by Mr. Mitchell. Mr. Thompson was elected Vice Chairman by acclamation.

Report of the Codes and Standards Committee

Mr. Tom Fleury, Chairman of the committee, reported on the morning meeting of the Codes and Standards Committee and summarized the issues discussed during the meeting. In developing the Rehabilitation provisions of the USBC, the Department will work with interested groups including the Virginia Housing Coalition and the Virginia Housing Environmental Network.

Case Decisions

Mr. Shelton reviewed Board responsibilities for making case decisions under the Virginia Certification Standards. Mr. Calhoun reported on several meetings with the Office of Attorney General attorneys and reviewed options available for the Board to obtain information in which to make case decisions. Mr. Calhoun reviewed a draft resolution for the Board to specify how the information for case decision would be gathered and presented. There was detailed discussion of the options. After discussion, the Board voted on a revised resolution attached as Appendix A. This resolution was adopted by a 9-1 vote of the Board. Mr. Mullins voted nay to the resolution. A copy of this Resolution is attached to and made a part of these minutes as Appendix A.

TRB Resolution

The Board reviewed a resolution of the State Building Code Technical Review Board regarding collaborative practices between the two Boards. A motion was made to adopt the resolution. The motion was seconded and unanimously adopted. A copy of the resolution is attached to and made a part of these minutes as Appendix B.

Report of the Virginia Fire Services Board

Mr. Dennis Mitchell reported on the recent meeting of the Virginia Fire Service Board. Mr. Mitchell also reported on the Memorandum of Agreement between the Virginia Fire Service Board and the Board of Housing and Community

Development. The next meeting of the Fire Service Board will be in Roanoke.

Report of VHDA

Mr. Shelton reported on upcoming meetings of the VHDA Board of Commissioners and provided an update of the federal Low Income Housing Tax Credit final approvals for 2004.

Report of the Director

Mr. Shelton reported on the State Fire Prevention Code emergency regulation on Christmas trees that become effective on July 8, 2004. Mr. Shelton also reported on the Governor's announcement of CDBG awards and Enterprise Zone designations. Mr. Ed Altizer, State Fire Marshal, provided an update on black and smokeless powder issues. Mr. Basil Gooden, Principal Deputy Director, provided an update on the Governor's Housing Conference to be held in November. Mr. Gooden also spoke about sponsorship of the Conference.

New Business

The Chairman reappointed Mr. Fleury to be Chairman of the Codes and Standard Committee and asked other members to indicate their interest in serving on Board Committees.

Unfinished Business

None

Future Meetings

The next meeting of the Board will be Monday, September 27, 2004.