

**BOARD OF HOUSING AND COMMUNITY DEVELOPMENT  
MEETING  
10:00 A.M., January 22, 2018  
Glen Allen, Virginia**

Members Present

Mr. John Patrick “J.P.” Carr  
Ms. Susan Dewey  
Mr. Sean Farrell  
Ms. Helen Hardiman  
Ms. Abigail Johnson  
Mr. Shekar Narasimhan  
Mr. Jeff Sadler  
Mr. Steve Semones  
Ms. Patricia Shields

Members Absent

Mr. John Ainslie  
Mr. James “Robby” Dawson  
Mr. Earl Reynolds  
Mr. Tommy Shields

Call to Order

Mr. J.P Carr, Vice Chairman of the Board of Housing and Community Development, called the meeting of the Board to order in the absence of the Chairman.

Roll Call

The roll was called by Mr. Kyle Flanders of the Department of Housing and Community Development’s (DHCD) Policy Office. Mr. Flanders reported that a quorum was present.

Public Comment

No comments were made by the public; the public comment period was then closed.

Approval of Minutes

A motion was made and properly seconded to approve the minutes of the October 16, 2017, meeting of the Board; the motion passed.

Resolutions

Mr. Carr, introduced Mr. Erik Johnston as the new Director for DHCD. Mr. Johnston introduced himself to the Board and noted that he is looking forward to continuing to serve the Board in his new role. Mr. Carr then presented a resolution in honor of the former Director, Mr. Bill Shelton, for approval by the Board. A motion was made and properly seconded to approve the resolution; the motion was unanimously approved. Ms. Helen Hardiman also asked could there be a commending resolution introduced in the General Assembly on Mr. Shelton’s behalf. Mr. Johnston stated that staff would inquire about that process.

Housing and Community  
Development Items

Staff from DHCD presented a timeline for updating the Private Activity Bond (PAB) and the Industrial Revitalization Fund

(IRF) Guidelines. An update to these guidelines should be presented to the Board at the July meeting. There was discussion amongst the Board on how to ensure programs are not in silos. Mr. Johnston explained that the agency strives to combine federal and state funding streams into unified applications and works to connect initiatives to make sure projects work together at the community and regional level. Staff then presented an update on the Consolidated Plan, which is a requirement of the U.S. Department of Housing and Urban Development (HUD) as it relates to certain programs which the agency oversees. DHCD will be entering year one of the five year plan. Staff plans to present an executive summary of the plan at the March meeting and the full plan at the May meeting for adoption by the Board.

#### Housing Policy Advisory Council

Mr. Johnston introduced staff from the Virginia Coalition of Housing and Economic Development Researchers who worked to carry out, on behalf of the Housing Policy Advisory Council, a study to explore linkages in housing and economics. The report was released and formally presented at the Virginia Governor's Housing Conference in Norfolk in November of 2017. The staff presented an overview of the study and went over the key findings which included: a shortage of affordable housing across the Commonwealth, a need for substantial new housing, the challenges the homebuilding industry faces, and that there is a linkage between transportation costs and housing that is affordable.

#### Legislative Update

Mr. Johnston provided an update to the Board in regards to the current legislative session. He provided an overview of bills that could impact the Board and the agency if they were to be passed. Mr. Johnston stated that the Administration had announced support of legislation moving the Statewide Fire Prevention Code (SFPC) from the Board of Housing and Community Development to the Fire Services Board. Several Board members expressed concern over this bill and how it would affect the code cycle update. Board members discussed options to express their concerns and decided to express their concerns individually and through their associations.

#### COIA Disclosures

Mr. Flanders stated as a reminder that Board members were required to submit disclosure forms under the Conflict of Interest

Act (COIA), which are due by February 1, 2018.

VHDA Report	Ms. Susan Dewey indicated that the Virginia Housing Development Authority (VHDA) utilizes private activity bonds for multifamily housing and conversion to mortgage credit certificates for first time homebuyers. In addition to their regular allocation, VHDA is also able to utilize year-end carryforward from other pools (Industrial Development and the Governor's Pool) for these purposes. Ms. Dewey also noted that VHDA was beginning the process of updating the Qualified Allocation Plan (QAP) as part of the Low Income Housing Tax Credit (LIHTC) program which they will be holding a series of forums for comment through 2018 for changes to take effect in 2019.
VFSB Report	Mr. Farrell stated that the Virginia Fire Services Board (VFSB) had not met since the last meeting of this Board and the next meeting was scheduled for February 23, 2018, in Virginia Beach.
Report of the Director	Mr. Johnston stated that the regulations approved at the October meeting of the Board were submitted and are currently before the Administration but currently there is no update as to their approval. He added that Ms. Esther Lee had been appointed and will be serving as the Secretary of Commerce and Trade over the agency. Mr. Johnston then shared several grant announcements made by both the former and current Governors since the last meeting of the Board.
Unfinished Business	There was no unfinished business to be discussed.
New Business	There was no new business to be discussed.
Board Matters	On a personal note, Mr. Carr mentioned the passing of Board member Rich Napier.
Future Meetings	Mr. Carr directed board members to review the dates of the upcoming meetings with the next meeting of the Board to be held on March 19, 2018.
Adjournment	Upon a motion duly made and seconded, the meeting was adjourned.