

**DRAFT OF MINUTES PROPOSED FOR ADOPTION
THE AFFORDABLE HOUSING LOAN COMMITTEE**

**Virtual Meeting Minutes
Wednesday, April 14, 2021
Greenville, North Carolina**

Present:

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Jack Brock (4:03 PM) | <input checked="" type="checkbox"/> Ronita Jones | <input checked="" type="checkbox"/> Martin Tanski |
| <input checked="" type="checkbox"/> Derick Cherry | <input checked="" type="checkbox"/> Deborah Spencer | <input type="checkbox"/> Judy Wagner |
| <input checked="" type="checkbox"/> Anne Fisher | <input type="checkbox"/> Kevin Howard | |

Absent

- | | | |
|--|--|---|
| <input type="checkbox"/> Jack Brock | <input type="checkbox"/> Ronita Jones | <input type="checkbox"/> Martin Tanski |
| <input type="checkbox"/> Derick Cherry | <input type="checkbox"/> Deborah Spencer | <input checked="" type="checkbox"/> Judy Wagner |
| <input type="checkbox"/> Anne Fisher | <input checked="" type="checkbox"/> Kevin Howard | |

Staff:

- | | | |
|--|---|---|
| <input type="checkbox"/> Thomas Barnett | <input checked="" type="checkbox"/> Gayla Johnson | <input type="checkbox"/> Monica Daniels
(City Council Liaison) |
| <input checked="" type="checkbox"/> Tiana Berryman | <input type="checkbox"/> Christine Wallace | |
| <input checked="" type="checkbox"/> Sylvia Brown | <input checked="" type="checkbox"/> Renee Skeen | |
| <input type="checkbox"/> Phoenix Hinson | | |

A. Roll Call

Ms. Jones called for a roll call. Ms. Skeen did the roll call.

B. Approval of Amended Agenda

Ms. Jones called for a motion and a roll call. Motion was made by Ms. Fisher and seconded by Mr. Cherry to approve the amended agenda. Ms. Skeen did the roll call. Motion carried unanimously.

C. Approval of meeting minutes from March 10, 2021

Ms. Jones called for a motion. Motion was made by Mr. Cherry and seconded by Mr. Tanski to approve the meeting minutes with the correction of Mr. Kevin Howard being present at the meeting. Ms. Jones called for a roll call. Ms. Skeen did the roll call. Motion carried unanimously.

D. Old Business

None

E. New Business

1. Request for Agreement Extension

a. East Carolina University – Family Therapy Clinic

Ms. Johnson informed the committee of East Carolina University – Family Therapy Clinic CBG19 agreement. The agreement started on April 22, 2020 – April 21, 2021. They are requesting an extension to July 21, 2021 which is a three month extension. The total amount awarded is \$18,978 and have currently expended \$12,039.15. They currently have two (2)

reimbursement request to submit. The purpose for the extension is to expend their remaining funds. Ms. Erin Roberts was present to receive questions from the committee.

Mr. Cherry asked if the request for the extension due to COVID or not being able to serve the population because of COVID.

Ms. Roberts replied yes. Ms. Roberts explained that with the remaining funds, they are trying to have five (5) new clinicians trained in Eye Movement Desensitization and Reprocessing (EMDR) which is an evidence based treatment for trauma, treatment and therapy. They originally had their EMDR which is a two (2) part training scheduled for March 2020 and it was on the last grant which was moved to October 2021. By that time a cohort of students and they were unable to have them trained in EMDR. Therefore, they are hoping to have five (5) from the twelve (12) clinicians in the ECU Family Therapy Clinic trained in EMDR to meet the demand of those who are coming in. They have seen an increase in people seeking therapy from all over the community in particular for trauma. The trauma can be medically related trauma or previous trauma that has been triggered because of the pandemic.

Ms. Jones reiterated that they are projecting to have three (3) people trained by July.

Ms. Roberts replied yes. She explained two (2) students have already taken the EMDR training and three (3) will take the EMDR training. The training company which is a non-profit and gives them the training at a lower rate, took some time to have the training available online. All five (5) students will have received their EMDR 1 and 2 training by July.

Staff recommends approval of this request from East Carolina University – Family Therapy Clinic to extend their 2019 CDBG Public Service Grant by three (3) months to July 21, 2021.

Ms. Jones called for a motion. Motion was made by Mr. Cherry and seconded by Mr. Brock to approve the request from East Carolina University – Family Therapy Clinic to extend their 2019 CDBG Public Service Grant by three (3) months to July 21, 2021. Ms. Jones called for a roll call. Ms. Skeen did the roll call.

Roll call:

<input checked="" type="checkbox"/> Jack Brock:	Yay	<u> x </u>	Nay	_____
<input checked="" type="checkbox"/> Derick Cherry	Yay	<u> x </u>	Nay	_____
<input checked="" type="checkbox"/> Anne Fisher	Yay	<u> x </u>	Nay	_____
<input checked="" type="checkbox"/> Ronita Jones	Yay	<u> x </u>	Nay	_____
<input checked="" type="checkbox"/> Deborah Spencer	Yay	<u> x </u>	Nay	_____
<input type="checkbox"/> Kevin Howard	Yay	_____	Nay	_____
<input checked="" type="checkbox"/> Martin Tanski	Yay	<u> x </u>	Nay	_____
<input type="checkbox"/> Judy Wagner	Yay	_____	Nay	_____

Motion carried unanimously.

F. Staff Report

a. National Community Development Week

Ms. Johnson thanked everyone for coming out to CD Week. The schedule was as follows:

Monday - Mayors Proclamation

Tuesday - Facebook live event

Wednesday – Contractors Workshop & Healthy Homes Informational Video

Thursday – Homeownership How to From Dream to Reality (Online)

Friday – Appreciation Day (Photo & Video) highlights from local partners (Online)

Ms. Berryman informed the committee of two (2) new programs presented by the City of Greenville. Last Spring and Early Fall, the City received CARES ACT funds to prepare, respond to and recover from COVID. The CDBG-CV funds have been amended in the Annual Action Plan twice over the past year. On April 1, the launched two (2) new programs: Emergency Rental Assistance and Small Business Assistance Program. The City is working with a consultant firm, Civitas, to assist with any underwriting to make sure the process runs smoothly. The Emergency Rental Assistance program is funded through CDBG-CV and is available to low-moderate (80% Area Median Income) income renters. Citizens must live within City limits and must have experienced some sort of financial hardship due to the pandemic. Applications are available online at Greenvillenc.gov or citizens can come to the office to receive an application during operating business hours. The funding is up to \$1500 per household and not to exceed three (3) months of back rent.

The Emergency Business Assistance Grant is for small businesses with fewer than 50 employees and less than \$1 million in revenue. Businesses must be within City limits. The grant provides up to \$15,000 to assist with rent/mortgage, payroll and/or business insurance expenses. Applications online at Greenvillenc.gov.

Ms. Berryman introduced Ms. Lori Guttman who comes in as our new Housing team member from Connecticut and is the point of contact for both programs.

Ms. Jones asked a question about the business assistance grant. Ms. Jones asked about a business that only has 1 or 2 people in the business would they qualify.

Ms. Berryman stated that sole proprietors are still eligible. However, when a business has one employee, they would look at the owner's income to qualify them for the grant.

b. Lead Hazard Control/Healthy Homes Program

Ms. Brown reminded the committee and the public about this program and the criteria necessary to qualify. Ms. Brown stated that there is 1 year left in the program and they are still looking for eligible homeowners as well as renters. The units must be located in the City limits of Greenville, built before 1978, owner occupied as well as rental housing units, must be occupied or visited frequently by a child under the age of six (6) or a pregnant woman. Some effects of lead poisoning include developmental delays, learning difficulties, premature births and low

birth rates as well as slowed growth. There are health issues for adults as well but this program targets homes of young children. What we would do is work with a third party to test the housing unit for lead, abate lead in the home and replace contaminated topsoil as well as address healthy housing hazards such as mold growth, lighting and falls. Ms. Brown asked the committee to help staff get the word out about this program and also gave her contact information for anyone in the community who might be watching the meeting.

c. Homeownership Education Workshop

Ms. Johnson informed the committee and the community of the posted schedule for those interested in attending the workshop that there will be limited seating so an RSVP is required and due to COVID-19, temperature checks will be done at the door and is required for all. A mask is also required and will be provided if needed. If anyone is interested in signing up for the workshop, please call 252-329-4056.

Homeownership Education Workshop Schedule 2021

- January 16,2021
- February 20, 2021
- March 20, 2021
- April 17, 2021
- May 15, 2021
- June 19, 2021
- July 17, 2021
- August 21, 2021
- September 18, 2021
- October 16, 2021
- November 20, 2021
- December 18, 2021

d. City Offices open to the public

- Monday, Wednesday, & Friday – (9 a.m. – 12 noon)
- Tuesday & Thursday – (1 p.m. – 5 p.m.)
- Wear a mask & maintain social distance (6ft)

e. Next AHLC meeting

- May 12, 2021
- 4:00 p.m.

G. Other

Affordable Housing Loan Committee 2021 Meeting Schedule:

January 13	July 14
February 10	August 11
March 10	September 8
April 14	October 13

May 12
June 9

November 10
December 8

H. Adjournment

Ms. Jones called for a motion. Motion was made by Ms. Fisher and seconded by Mr. Cherry to adjourn. Ms. Jones called for a roll call. Ms. Skeen did the roll call. There were no objections to adjournment.

Ronita Jones, Chairman

Gayla Johnson, Staff Liaison