



# AFFORDABLE HOUSING ADVISORY COUNCIL

## PUBLIC MEETING MINUTES

**WHEN:** Tuesday, September 28, 2021 at 1:30pm

**WHERE:** The Task Force meeting will be held at the Fairfax County Government Center 12000 Government Center Pkwy Fairfax, VA 22035 Rooms 9/10

Meeting materials will be posted online at <https://www.fcrha.org/advisory-committees> or can be received by contacting Judith Cabelli at 703-246- 5178 or [judith.cabelli@fairfaxcounty.gov](mailto:judith.cabelli@fairfaxcounty.gov). For ADA accommodations, please contact 703-246-5101 TTY: Va Relay 711

- AGENDA:**
- 1) Welcome and Call to Order – Kerrie Wilson and Rip Sullivan, Co-Chairs
  - 2) Review Charge (Charter) and what drives our Work
  - 3) Review Draft Bylaws
  - 4) Launching AHAC
  - 5) AHAC Work Plan FY22
    - Agenda Issues (Standing and Special Presentation)
    - Community Engagement on Housing Goals
    - Proposed Meeting Dates to Facilitate Work Plan
      - November 5, 2021 (Scheduled) – AHAC Launch
      - January 2022 – Special Meeting / Legislation
      - April 2022 – Budget / Public Hearings
      - July 2022 – CoC NOFA / Progress and Impact Review
      - October 2022 – Strategic Planning
  - 6) Draft Agenda for November 5, 2021 Meeting
    - Administrative Items:
      - Remote Participation Policy (Required)
      - FOIA / Legal Responsibilities – Cynthia Bailey
    - Action Item: Adopt Bylaws – Affordable Housing Advisory Council
    - One Fairfax and Affordable Housing – Karla Bruce (Invited)
    - AHAC Mission (Charter), Vision and Values o Department Report: Year-in-Review – Tom Fleetwood
    - Work Plan and Calendar – FY2022
    - Other Business
  - 7) Adjourn



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# AFFORDABLE HOUSING ADVISORY COUNCIL

Appointment	Name	Attending (Yes/No)
Co-Chair	Rip Sullivan	Yes
Co-Chair	Kerrie Wilson	Yes
Disability Services Board	Cookie Blitz	Yes
Alliance for Human Services	Marlene Blum	Yes
Business, Economic Development, Health	John Boylan	Yes
For-Profit Real Estate Industry	Nicholas Bracco	No
Redevelopment and Housing Authority	Richard Kennedy	No
Mt. Vernon District	Keary Kincannon	No
Northern Virginia Affordable Housing Alliance	Michelle Krocker	No
Braddock District	Molly Bensinger-Lacy	No
Advocacy Group	David Levine	Yes
Community Action Advisory Board	Ken McMillon	Yes
Providence District	Joseph Mondoro	Yes
Affordable Housing Developer/Owner	Shelley Murphy	Yes
Dranesville District	RJ Narang	No
Business, Economic Development, Health	Ava Nguyen	Yes
NAACP	Mary Paden	Yes
Springfield District	Michael Perez	No
Human Services Council	Jerry Poje	Yes
Faith Community	Jon Smoot	No
Advocacy Group	Eleanor Vincent	No
Business, Economic Development, Health	Steven Woolf	No

## Non-AHAC members present

Organization	Name	Attending
Housing and Community Development, Fairfax County	Thomas Barnett	Yes
	Judith Cabelli	Yes
	Jamie Ergas	Yes
	Thomas Fleetwood	Yes
	Ryan Sherriff	Yes
	Malia Stroble	Yes
Fairfax County Attorney	Cynthia Bailey	Yes
Virginia Housing	Jill Norcross	Yes



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**BYLAWS:** With the launch of the new charter, one of the tasks of the Affordable Housing Advisory Council is to develop the bylaws. The bylaws presented are based on a template provided to all Boards, Authorities, and Commission. The full bylaws were shared electronically and on paper during the meeting. The following is an overview of the areas within the bylaws that were highlighted as well as any discussion:

**Article II – Purpose:** A suggestion was made by Marlene Blum to replace the word “synthesize” on row 20 perhaps by using “promote” and/or “support”. Suggestion was made by Jerry Poje to change the language to “support and synthesize” County efforts related to both “ensuring” housing and homeless affordability as well as “accessibility” and “ending” homelessness. The suggestions will be incorporated into the bylaw.

**Membership:** There are new members appointed to AHAC. There was a question by Marlene Blum about how the BACs are being notified about the role of AHAC members and the open seats. The responsibilities associated with the Charter are explained to potential members. Jerry Poje suggested there should be a common strategy to onboard members, in both succession planning and engagement. Kerrie Wilson noted this is important to consider and should be added to the workflow. Ken McMillon noted that it would be good to learn from previous experience.

## **Article IV – Officers and their Duties**

**Elections:** Suggestion was made by Marlene Blum to replace “elections” with “officers”

**Terms:** 4-year terms have been set up as alternating terms for co-chairs and 2-year alternating terms for other members. Vacancies will be filled as warranted, which is why it is important to maintain a list of people to involve. AHAC is allowed to grant a hold-over.

**Job Duties:** The job duties have been outlined, including the ability and authority of the officers to delegate functions to other AHAC members to get the work done.

**Article V – VFOIA:** This area of the bylaws covers the laws under VFOIAs. Meetings with 3 or more members are considered to be public meetings. AHAC has moved to a different website with the FCRHA, which will be shared with members. The November 5<sup>th</sup> meeting will include developing the Remote Participation Policy to allow members to call in when there is an in person quorum.

**Frequency of Meetings:** Agreed to meet quarterly. The agendas will be established in advance.

**Voting:** A quorum is necessary for a vote.

**Conduct:** Robert’s Rule of Orders will be used.



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**Agenda and Meeting Materials:** Will be made available to members and the public in advance of the meetings.

**Article VII:** AHAC members that miss more than three consecutive meetings or more than half of the scheduled meetings within a 12-month period may be subject to removal. Jerry Poje suggested that the reason in which a member is unable to attend should be taken into consideration.

**Removal of Members:** There is a process established should this be needed.

**Article VIII:** This article allows the establishment of committees, including ad hoc meetings. Jerry Poje noted that is good for the CoC Committee Chairperson to join AHAC. The suggestion was also presented that it would also be beneficial for some of the AHAC membership to serve on the CoC Committee as well. There are significant federal resources available at the national level to address homelessness and it would be helpful to strengthen the relationship between AHAC and the CoC Committee. Thomas Barnett can provide an update on the CoC Committee during the workgroup planning.

**Annual Report:** AHAC will provide an annual report to the Board of Supervisors that highlights the year-round work.

**Article X:** Mary Paden asked if the requirement of the One Fairfax Policy is covered in this section. Jerry Poje noted that it would be advantageous to adhere to the One Fairfax Policy as it explains and challenges to ensure affordable and accessible housing for all. Article II does include the description of AHAC's purpose, which also references the work is in alignment with the One Fairfax Policy. Thomas Fleetwood noted that although it is noted in Article II, it would be good to also include the reference to the One Fairfax Policy in Article X.

**The amendments were not official voted on, but the suggestions were incorporated and will be approved when the bylaws are presented for vote.**

## PROPOSED WORKPLAN

AHAC Work Plan FY22

- Agenda Issues (Standing and Special Presentation)
- Community Engagement on Housing Goals
- Proposed Meeting Dates to Facilitate Work Plan (at 9:30 am)
  - November 5, 2021 (Scheduled) – AHAC Launch
  - January 7, 2022 – Special Meeting / Legislation
  - March 25, 2022 – Budget / Public Hearings
  - July 1, 2022 – CoC NOFA / Progress and Impact Review
  - October 7, 2022 – Strategic Planning



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Standing Committee or Ad Hoc meetings may be scheduled in between. Ken McMillon noted that the CAAB meets every Tuesday and would like to ensure there are no conflicts.

The schedule will be published for all members and would like members to hold these dates.

## **Discussion from the AHAC membership:**

- Mary Paden noted that legislation may need to be considered in October, so the deadlines are not missed in January. Kerrie Willson confirmed that planning will need to begin in October.
- Marlene Blum noted that AHAC cannot take independent positions. The opportunity for AHAC to influence to the BOS decisions needs to occur prior to January. The suggestion was made to discuss the legislation in November. Kerrie Wilson noted that as AHAC develops the standing agenda, the agenda will allow for time to address any issues that need to be discussed.
- Rip Sullivan noted that by January 7<sup>th</sup>, 2022 much of the legislation decision will already be established and this schedule makes sense at this point in time from a legislative perspective.
- Jerry Poje noted that in preparation for this meeting, it was good to be made aware of the BOS Legislative Committee meeting in which there was an important affordable housing and homelessness prevention discussion. It was noted that now is the time to be influential and it is good to ensure the schedule is aligned to position AHAC to think about a different approach legislatively, in this year and into future years. This is an important element to include in the calendar. This strengthens the resolve to engage.
- Shelley Murphy noted that the October quarterly meeting is the place to have the discussion as the legislative priorities. AHAC could have a Subcommittee that meets in the November timeline to develop what AHAC can take forward to the BOS Legislative Committee.

## **PROPOSED BRAINSTORMING**

Kerrie Wilson posed two questions to the Council: what is most important? What do we have the ability to advance in this next year?

### **1) Standing Agenda Items**

- a. One pager with latest milestones for each project
- b. Know that all is cyclical
  - Budget update/discussion
  - Legislative update/discussion

### **2) Special Presentation Items**

- a. Brief presentation from Healthcare Experts



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- b. Karla Bruce addresses the chairman's task force of equity and the matrix recently presented
- c. Special presentation on equitable development ← Mary Paden noticed the importance of considering zoning; citing of homeless shelters and affordable housing, getting the funding and getting the neighbors to accept may need additional consideration
  - Land Use Committee – Karla Bruce is presenting about development – share links about this
- d. Determining the location of affordable housing (money) and homeless shelters (neighbor acceptance) – look a best practices around community engagement
- e. Effort underway to improve the community engagement dynamic in the county now – would be helpful to understand how that is going early on and perhaps assist in the its development
- f. Significant federal dollars that have been flowing. In order to most successful apply to snap-shot/one pager re: development pipelines, need to be responsible to the federal dollar paraments. Understanding the federal dollars would be a good presentation ← Joe Mondoro

### 3) Enhanced Communication

- a. Video communication that illustrates the work of HCD, the achievements, developments, and new projects ← suggestion was made by Jerry Poje to consider a more advanced communication strategy, consider video and advocating for the resources to be made available for this to be possible. Tell the story, make the case and broaden understanding. Ken McMillon also confirmed that this would help engage. Ava Nguyen noted that we can partner with George Mason students to accomplish these goals. Cookie Blitz noted that we should identify the approach that will appeal to the target audience.
- b. Active role for AHAC to liaison and report back re: Zoning Ordinance Work Program section on affordable housing initiative

### 4) What will Make Effective to Moving Forward?

- a. Suggestion was made by John Boylan to develop an Ad Hoc committee to focus on budget and strategy. AHAC also needs to ensure attention is brought to both affordable housing and homelessness.
- b. Need structure and people to take on specific roles
- c. Communicating back to individual or body that appointed person to the Council
- d. Ad hoc committee re: budget and resources
- e. Ad hoc committee re: us shelters around affordable housing. Look at federal budget.

**CoC Committee:** Thomas Barnett, Deputy Director of the Department of Housing and Community Development, shared that the CoC Committee is meeting on October 13<sup>th</sup> to complete a similar process to walk through its bylaws. The CoC Committee can provide recommendations related to homelessness. Affordable housing is essential to ending



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homelessness, but affordable housing of course relates to all community members. The federal requirements of the CoC Committee include that there is representation of someone with lived experience of homelessness. The CoC Committee does not currently have membership beyond the representation of the providers that support the daily operations of the homeless services system.

**Renewal of AHAC:** Thomas Fleetwood, Director of the Department of Housing and Community Development, shared that AHAC original began in 2005 with the advent of the penny fund era. The confluence of the need and unprecedented resources at the federal level puts AHAC in a new impactful position. The most critical focus will be to focus on and plan for the funding, including looking at where it is coming from and how it is positioned in the pipeline. There is enough information to prepare for the opportunities and advocate for them. Affordable housing comes down to land and money and how those resources are invested. There is talent within AHAC members in the room and the broader council that can support the strategic use of resources.

Jerry Poje noted that staffing needs must be addressed to make sure the work can be supported. AHAC needs to be frank when advocating. A critical conversation is needed regarding what is needed to move the work forward.

Mary Paden noted that it appears as though federal resources replaced local dollars that had been positioned to affordable housing. The ARPA money, \$110M, and the subsequent funding (another \$110M) is bridging to the post situation. The budgetary decisions of the BOS will be important once beyond the ARPA resources.

## NEXT MEETING:

Draft Agenda for November 5, 2021 Meeting

- Administrative Items:
  - Remote Participation Policy (Required)
  - VFOIA / Legal Responsibilities – Cynthia Bailey
- Action Item: Adopt Bylaws – Affordable Housing Advisory Council
- One Fairfax and Affordable Housing – Karla Bruce (*invited*)
- AHAC Mission (Charter), Vision and Values o Department Report: Year-in-Review – Tom Fleetwood
- Work Plan and Calendar – FY2022
- Other Business

## MOTION TO ADJORN:

**Motioned by:** Mary Paden

**Motion seconded by:** Kerrie Wilson

No Discussion and motion passed unanimously.