

Little Traverse Bay Bands of Odawa Indians  
Housing Commission  
Regular Meeting  
October 14, 2016  
5 p.m.  
LTBB Governmental Center

**Closed Session:** None.

**Call to Order:** 5:10 p.m

**Roll call:** Chairman Patrick Wemigwase – Absent; Vice Chairperson – Vacant;  
Commissioner Larry Stead – Present; Commissioner Judith Pierzynowski – Present;  
Secretary Annette VanDeCar – Present.

**Staff present:** Housing Director John Givens.

**Guests present:** None.

**Opening Prayer**

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Motion made by Judith Pierzynowski and supported by Annette VanDeCar to accept the agenda for the October 14, 2016 meeting.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant  
Motion Carried.

Motion made by Judith Pierzynowski and supported by Annette VanDeCar to accept the minutes from the meeting of September 9, 2016.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant  
Motion Carried.

**Housing Director Report**

**Draft of H.U.D. Audit**

**H.U.D. visited earlier this summer, and the Housing Department has received the draft results of the H.U.D. audit.**

**Areas of concern for the Housing Department were documentation of annual inspections and environmental review compliance.**

**Annual inspections are being done by Housing Department staff, but the disconnect has been documenting the inspections were done. The Housing Department has purchased housing software to help the**

department better track and document the annual inspections on the rental units.

The Housing Department sent two staff, Housing Specialist Kaye Rowland and Administrative Assistant Melissa Wiatrolik, to training on environmental compliance. That and the training that the Housing Director John Givens already has should be sufficient to allow the department to do the necessary reviews to stay in compliance with the H.U.D. funding. Occupancy Specialist Tosha Bennington will also be trained on this. All Housing Department staff will be performing the environmental reviews. Environmental reviews are being mandated by H.U.D., and they must be done to be compliant.

The Housing Department has 90 days to reply to the audit results, and H.U.D. should release its final report within 90 days after that.

#### Supportive Housing

Needs survey indicated there is a need for supportive housing by both Native and non-Native individuals in our area. The needs survey was conducted by Bowen National Research.

#### Staff Updates

Tosha Bennington is the new Occupancy Specialist. She will manage all LTBB rental unit activity. Administrative Assistant Melissa Wiatrolik has been working for a few months. She works in the main office and will be the main intake person for the department. The Housing Department is now at full staff.

#### 2017 Indian Housing Plan

The Housing Department will be submitting its 2017 I.H.P. to the Chicago H.U.D. office next week. The department expects to receive \$754,243 from the Indian Community Block Grant. It also expects to receive \$70,848 in program income for a combined total of \$825,091. Funds will be distributed over the various housing programs offered along with rental unit maintenance, management services and planning and administration fees.

Budget files were included with the report.

Motion made by Larry Stead and supported by Judith Pierzynowski to accept the Housing Director report.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

**Elders Director Report:** None.

## **New Business**

- A.** Third Quarter Report submitted to the Executive this week.
- B.** Housing Commission Chairperson Patrick Wemigwase contacted individuals living at the Murray Road Housing, and no one was interested in hosting a Housing Commission meeting there. There are no plans to have a Housing Commission meeting there at this time. The commission will revisit this in the future.
- C.** The Housing Commission plans to continue having meetings at the LTBB Community Building periodically as it has done in the past.

## **Old Business**

- A.** Waganakising Odawak Statute 1998009  
There was a discussion regarding whether to have a work session to go over the Housing Commission statute together, and to make some suggestions to Tribal Council toward updating the statute. Possible dates and times were discussed for the work session.

## **FYI**

- A.** Judith Pierzynowski spoke about the Courage Veterans Day Tribute event to be held in Lansing, MI, on November 5, 2016. As of 10-14-16, there are no LTBB veterans known to be attending the event.

## **Public Comment: None**

Motion made by Annette VanDeCar and supported by Judith Pierzynowski to adjourn at 7 P.M.

Vote: 3 – Yes, 0 – No, 1 – Absent, 0 – Abstained, 1 – Vacant

Motion Carried.

Date: 10/14/16

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Annette VanDeCar, Secretary