## BOARD OF HOUSING AND COMMUNITY DEVELOPMENT MEETING September 27, 2004 Richmond, Virginia

## Members Present

Members Absent

Ms. Betty Ann Davis Ms. Susan Dewey Mr. Thomas Fleury Ms. Ann Hunnicutt Mr. Jack Loeb Mr. Eric Mays Mr. Brian Mullins Ms. Nancy O'Brien Ms. Ellen Robertson Mr. Doug Thomas Mr. Ed Whitmore	Mr. Dennis Mitchell Mr. Carlos Sol Mr. Ken Thompson
Call to Order	Mr. Tom Fleury, Chairman of the Codes and Standard Committee, 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 July 27, 2004 meeting of the Board. Ms. Nancy O'Brien requested an amendment to the minutes to state that the Virginia Housing Coalition and the Virginia Environmental Housing Network will participate in the development of the Rehabilitation Code. A motion to approve the minutes as amended was made, seconded and unanimously passed.
New Board Member	Mr. Bill Shelton, Director of the Department of Housing and Community Development, reviewed House Bill 123 from the 2004 General Assembly session that added a VBCOA member to the Board of Housing and Community Development. Mr. Shelton introduced the new VBCOA member to the Board, Mr. Eric Mays. Mr. Mays provided an overview of his background and interest in serving on the Board.

Legal Issues	Mr. Bill Diamond, Assistant Attorney General, provided an overview of Board-related issues contained in the Virginia Freedom of Information Act. Mr. Diamond also provided an overview of the Administrative Process Act, including legal requirements related to case decisions. There was a question and answer period following the presentation.
Case Decisions	Mr. Calhoun provided an update on complaints received by the Department on building officials. Mr. Calhoun stated the staff is currently developing, with input from interested parties, internal guidelines to clarify the role of the Board in handling complaints on building officials.
Report of the Virginia Fire Services Board	Mr. Ed Altizer, State Fire Marshal, provided the Virginia Fire Service Board (VFSB) report. Mr. Altizer overviewed the issues and actions of the VFSB meeting in August (held in Roanoke).
Report of VHDA	Ms. Susan Dewey, Executive Director of the Virginia Housing Development Authority reported on the federal Low-Income-Housing-Tax-Credit Program. Ms. Dewey also reported that the Virginia Housing Directory currently is available on-line.
Report of the Director	Mr. Shelton reported on recent CDBG grants awarded to address urgent housing needs and disaster recovery. Mr. Shelton also reviewed the approval of approximately \$42.5 million in federal grant funds by HUD for Virginia housing and community development programs (CDBG HOME, HOPWA, and Shelter Grants) for FY 2005. Mr. Shelton also reported on recent Appalachian Regional Commission grants announced by the Governor.
	Mr. Diamond spoke on the appeal process for Department decisions on Enterprise Zone designations. There was a discussion of whether the Board should issue an interpretation of the Enterprise Zone Program Regulation to clarify regulatory provisions. The Board agreed to allow the attorney seeking to appeal a Department decision to speak to the Community Development Committee of the Board for ten minutes at the November 15, 2004 meeting. The Community Development Committee would make a

	recommendation to the full Board, possibly at its January 2005 meeting (tentatively set for Monday, January 17, 2005). Staff will provide briefing material to the Board prior to the Community Development Committee meeting.
	Mr. Basil Gooden, Deputy Director of the Department of Housing and Community Development provided an overview of the upcoming Governor's Housing Conference to be held November 15-17, in Norfolk, Virginia. Mr. Gooden also spoke of fund raising for the conference.
Unfinished Business	Ms. Betty Ann Davis, Chairman of the Board, reviewed Board committee appointments. A copy of Board appointments was provided to each Board member and is attached as the Appendix to these minutes.
New Business	The Codes and Standards Committee will meet on October 27, 2004 to begin discussions of regulatory changes for the update to the 2003 model codes.
Board matters	None
Future Meetings	The next meeting of the Board will be Monday, November 15, 2004 in Norfolk, Virginia at the Governor's Housing Conference.
Adjournment	Upon a motion duly made and seconded, the meeting was adjourned.