

HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY

10400 Detrick Avenue
Kensington, Maryland 20895
(240) 627-9425

Administrative and Regulatory Committee Minutes

February 24, 2022

For the official record of the Housing Opportunities Commission of Montgomery County, an open meeting of the Administrative and Regulatory Committee was conducted via an online platform and teleconference on Thursday, February 24, 2022, with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:00 p.m. There was a livestream of the meeting held on YouTube, available for viewing [here](#). Those in attendance were:

Present

Frances Kelleher, Chair – Legislative and Regulatory Committee
Linda Croom – Commissioner

Absent

Pamela Byrd – Commissioner

Also Attending

Kayrine Brown, Acting Executive Director
Fred Swan
Charnita Jackson
Paige Gentry
Billy Buttrey
Jessie Joseph

Aisha Memon, General Counsel
Lynn Hayes
Timothy Goetzinger
Mary Phillips
Elliot Rule

Patrice Birdsong, Spec. Asst. to Commission

APPROVAL OF MINUTES

The minutes of the November 15, 2021 Administrative and Regulatory Committee meeting was approved upon a motion by Commissioner Croom and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioners Kelleher and Croom. Commissioner Byrd was necessarily absent and did not participate in the vote.

DISCUSSION/ACTION ITEMS

1. **Supportive Housing:** Authorization to Execute Lease Agreement for the Supportive Housing Program

Fred Swan, Director of Resident Services, and Mary Phillips, Manager – Supportive Housing, were present for presentation. Mr. Swan provided a presentation requesting the Administrative and Regulatory Committee to recommend to the full Commission authorization of the Acting Executive Director, or her designee, to execute lease agreements with landlords on behalf of participants in the Supportive Housing Program.

Commissioner Kelleher suggested that staff provide broader explanation of program for the benefit of Commissioners who are less familiar with the program. Staff addressed additional questions of the Commissioners. A motion was made by Commissioner Croom to join staff in recommending to the full Commission for approval at the March 2, 2022 monthly Commission meeting. Affirmative votes were cast by Commissioners Kelleher and Croom. Commissioner Byrd was necessarily absent and did not participate in the vote.

Commissioners Kelleher thanked the staff and the meeting adjourned at 4:15 p.m.

Respectfully submitted,

Kayrine Brown
Acting Secretary-Treasurer

/pmb