

**Michigan State Housing Development Authority  
Minutes of Rescheduled Authority Meeting  
July 22, 2021 – 9:30 a.m.**

**AUTHORITY MEMBERS PRESENT IN  
LANSING**

Regina Bell<sup>1</sup>  
Susan Corbin  
Carl English  
Rachael Eubanks  
Jennifer Grau  
Tyrone Hamilton  
Deb Muchmore  
Michele Wildman for Quenton L. Messer, Jr.

**AUTHORITY MEMBERS ABSENT**

None.

**OTHERS PRESENT IN LANSING**

Clarence Stone, Legal Affairs  
Lisa Ward, Legal Affairs  
Mary Cook, Operations  
Lori Fedewa, Human Resources  
Mark Whitaker, Information Technology  
Christopher Hall, Information Technology  
Luke Forrest, CEDAM  
Sandra Pearson, Habitat for Humanity of Michigan<sup>2</sup>  
Kelly Rose, Rental Assistance and Homeless Solutions<sup>3</sup>

**OTHERS PRESENT VIA MICROSOFT TEAMS**

Gary Heidel, Acting Executive Director  
Maria Ostrander, Executive  
Rick Norton, Legal Affairs  
Jeff Sykes, Finance  
Chad Benson, Rental Development  
Mary Townley, Homeownership  
John Hundt, Rental Development  
Jonathan Hilliker, Executive  
Katie Bach, Communications  
Kris Nied, Miller Canfield  
James Kiefer, Dykema  
Daphne Wells, Operations  
Katie Bach, Communications  
Tiffany King, Executive  
Samuel Buchalter, Executive  
Mark Whitaker, Information Technology

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<sup>1</sup> Ms. Bell arrived at the meeting at 10:11 a.m. and left at 12:32 p.m.

<sup>2</sup> Ms. Pearson participated in her interview via Microsoft Teams prior to her arrival in person.

<sup>3</sup> Ms. Rose participated in her interview via Microsoft Teams prior to her arrival in person.

Tonya Young, Neighborhood Housing Initiatives  
Odessa Carson, Office of Equity and Engagement  
Sherry Hicks, Operations  
Amber Martin, Human Resources  
Tera Poag, Asset Management  
Ronald Farnum, Office of Attorney General  
Karen Waite, Rental Development  
Justin Wieber, Asset Management  
Troy Thelen, Asset Management  
Charles Smith, Rental Development  
Jason Fedewa, Finance  
Willa Ray, Asset Management  
John Swift, Legal Affairs  
Ron Farnum, Office of Attorney General  
Anna Vicari, Communications  
Martin Manna, Chaldean Community Foundation

Eighty-eight additional members of the public participated via the following Conference Line: +1 248- 509-0316, Conference ID: 419 617 944#.

Chairperson Susan Corbin opened the meeting at 9:32 a.m. A quorum was established with the presence of Ms. Corbin, Carl English, Rachael Eubanks, Jennifer Grau, Tyrone Hamilton, Deb Muchmore and Michele Wildman. Regina Bell arrived at approximately 10:11 a.m. While Authority members were present in Lansing, presenters participated via Microsoft Teams. A separate telephonic conference line linked to the video meeting was also made available to the public. At Ms. Corbin's request, Jonathan Hilliker provided instructions for those participating remotely, including guidelines on how to provide public comment.

### **Approval of Agenda:**

Deb Muchmore moved approval of **Tab A (Agenda)**. Tyrone Hamilton supported. The agenda was approved.

### **Discussion:**

Ms. Corbin announced that Authority members would be conducting three interviews at today's meeting for the position of Executive Director. She noted that each applicant would open the individual interview portion with a five to ten minute presentation. To maintain consistency and ease of process, she would then ask the candidates a set of pre-planned interview questions. The prepared questions were shared with candidates ahead of time. While Ms. Bell was not physically present until 10:11 a.m., she was able to listen to the meeting from the conference line until she arrived.

Ms. Corbin announced that the first candidate they would interview was Sandra Pearson, President and Chief Executive Officer of Habitat for Humanity of Michigan. Ms. Pearson joined the meeting via Microsoft Teams and was asked to respond to the Presentation Topic and Interview Questions as listed below.

### **Presentation Topic:**

How has your background prepared you for the role of Executive Director at MSHDA? This should include your education, work experience and knowledge of the State of Michigan and its housing

industry and programs.

**Interview Questions:**

1. MSHDA is a complex financial institution with a social mission. Looking back at the past 16 months and the needs of our citizens due to the public health and economic crisis; the death of George Floyd and our nations conversations about race, stepping into the role of Executive Director at this time in our history, how would you lead the agency during the time of recovery and reconciliation.
2. Data shows that there is a serious lack of affordable housing supply in Michigan. In detail, what would you do to increase supply?
3. What would your plans and objectives be for the first month in this role? Six months? Twelve months?
4. Michigan is a very diverse state with both rural and urban areas. What is your experience with housing programs for each? How would you ensure a focus on housing needs for the entire state and not just one particular region or type of community?
5. Please describe the steps you would take to ensure that MSHDA is able to productively and quickly respond to the needs of the state's low- and moderate-income residents.
6. As MSHDA's Executive Director, you would be responsible for supervising MSHDA's Director of Legal Affairs, who also acts as the ethics officer for the Authority. What are your views about ethics in the workplace, particularly in government?
7. Describe a situation where you inherited a staff and had to assess the team and understand the dynamics of the work environment. What is your process for doing so and what would be your approach within MSHDA? How have you used a strategic plan to develop measurement tools for your team?
8. How is diversity and inclusion important to MSHDA and its mission, and what specific steps have you taken to foster diversity and inclusion in your workplace in the past year?
9. Gaining commitment to a new vision can be very challenging. Tell us about a time you were successful in developing and maintaining partnerships with stakeholders to take actions that supported a change or new vision. Why were your efforts successful and how did you measure that success?
10. What specific traits, skills or abilities would you bring to this role and how would those benefit MSHDA?

Following Ms. Pearson's interview, Authority members conducted interviews with Kelly Rose, Chief Housing Solutions Officer with the Michigan State Housing Development Authority and Cami Freeman, Director of Innovation with the Illinois Housing Development Authority. Each applicant began with the same presentation topic and answered questions from the above list.

Regina Bell left the meeting at 12:32 p.m.

**Public Comment:**

After a short break, Ms. Corbin reconvened the meeting for regular Authority business at 1:03 p.m. She first requested public comments from participants. There being none, she noted one update to the Board docket – two additional exhibits were included in Tab D, Amended and Restated Pass-Through Program. These documents were previously sent to Authority members via email. Ms. Corbin further noted that in the interest of time, there would be no Chair’s report or Executive Director’s report.

**Voting Items:**

**Consent Agenda (Tabs B through G).** Rachael Eubanks moved approval of the consent agenda. Carl English supported. The Consent Agenda was approved with seven votes (Jennifer Grau abstained from voting on the Consent Agenda because she was not present at the July 7, 2021 Authority meeting).

The consent agenda included the following items:

- Tab B Minutes – June 17, 2021
- Tab C Minutes – July 7, 2021
- Tab D Resolution Authorizing Amended and Restated Pass-Through Bond Program
- Tab E Resolution Authorizing Professional Services Contract For Auditing Services with Plante Moran, PLLC and Michigan Office of Auditor General
- Tab F Resolution Authorizing the Department of Technology, Management and Budget to Enter Professional Services Contract for the Loan Refinance Program
- Tab G Resolution Authorizing Department of Technology, Management and Budget Contract with Kinetech Cloud LLC

**Regular Voting Items:**

Jeff Sykes, Chief Financial Officer, and James Kiefer, Bond Counsel, Dykema, presented **Tab H: Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Single-Family Mortgage Revenue Bonds, 2021 Series A in an Amount Not to Exceed \$275,000,000** and **Tab I: Michigan State Housing Development Authority Series Resolution Authorizing the Issuance and Sale of Single-Family Mortgage Revenue Bonds, 2021 Series B in an Amount Not to Exceed \$ 175,000,000.** Mr. Sykes reviewed the business terms of the transactions, while Mr. Kiefer reviewed the resolutions as detailed in the board docket.

In response to Authority questions, Mr. Sykes confirmed that the designation of the bonds as social bonds is intended to increase the number of investors, ultimately resulting in lower interest rates. Mr. Sykes will report the results back to the board once this process is complete. Specifically, Authority members want to know whether this designation did ultimately result in new investors and lower interest rates.

Kris Nied of Miller Canfield, Co-Bond Counsel, confirmed the bond documents in **Tabs H and I** were acceptable for the Board’s action.

Ron Farnum, Assistant Attorney General, confirmed the bond documents in **Tabs H and I** were acceptable for the Board’s action.

Clarence Stone, the Authority’s Director of Legal Affairs, confirmed the bond documents in **Tabs H and I** were acceptable for the Board’s action.

Rachael Eubanks moved approval of **Tab H**. Jennifer Grau supported. The following Roll Call was taken for **Tab H**:

Regina Bell	Absent	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Yes
Carl English	Yes	Deb Muchmore	Yes
Rachael Eubanks	Yes	Michele Wildman	Yes

There were 7 “yes” votes. The resolution was approved.

Rachael Eubanks moved approval of **Tab I**. Deb Muchmore supported. The following Roll Call was taken for **Tab I**:

Regina Bell	Absent	Jennifer Grau	Yes
Susan Corbin	Yes	Tyrone Hamilton	Yes
Carl English	Yes	Deb Muchmore	Yes
Rachael Eubanks	Yes	Michele Wildman	Yes

There were 7 “yes” votes. The resolution was approved.

Mary Townley, Director of Homeownership, presented **Tab J: Resolution Authorizing Participation in the U.S. Department Of Treasury Homeowner Assistance Program**. Ms. Townley reviewed the documents as detailed in the board docket.

Jennifer Grau moved approval of **Tab J**. Michele Wildman supported. The resolution was approved.

John Hundt, Rental Development presented **Tab K: Resolution Determining Mortgage Loan Feasibility, Van Dyke Apartments, MSHDA No. 3144, City of Sterling Heights, Oakland County and Resolution Authorizing Mortgage Loan, Van Dyke Apartments, MSHDA No. 3144, City of Sterling Heights, Oakland County**. The documents were reviewed as detailed in the board docket.

In response to Authority Questions, Mr. Hundt confirmed that a commercial market study was not necessary because those rates were already discounted. Additionally, there would be discounted rents to account for less parking spots per unit, as well as additional discounts for units without a patio or balcony.

Authority members asked whether public transportation was available at the location. Martin Manna of the Chaldean Community Foundation confirmed that public transportation was available.

Mr. Hundt noted that it would be about fourteen months before the site was complete. In response to additional questions, Chad Benson, Director of Rental Development, as well as Mr. Manna, confirmed that the requested waivers for the site would be translated into other languages. Gary Heidel, Acting Executive Director, further noted the importance of the project to the refugee community.

Carl English moved approval of **Tab K**. Deb Muchmore supported. The resolutions were approved.

There being no additional remarks, Ms. Corbin noted the following reports were included for information: **(Tab 1)** Delegated Action Reports, **(Tab 2)** Financial Report: Quarter and Year to Date Ended March 31, 2021, **(Tab 3)** Hardest Hit Report, **(Tab 4)** Current and Historical Homeownership Data, **(Tab 5)** Homeownership Production Report, **(Tab 6)** MI 10K DPA Monthly Statistics (Map), **(Tab 7)** MI 10K DPA Weekly Statistics (Graph), and **(Tab 8)** 2021 Board Calendar.

Ms. Corbin reminder Authority members that there is a special board meeting on August 2, 2021 at 1:30 p.m. to continue the interviews and conduct additional Authority business. The next regular board meeting is August 26, 2021.

There being no additional comments, Ms. Corbin requested a motion to adjourn. Tyrone Hamilton moved to adjourn, and Rachael Eubanks supported. The meeting adjourned at 1:33 p.m.

**REVIEWED**  
By Lisa Ward at 12:07 pm, Jul 26, 2021

**REVIEWED**  
By Clarence Stone at 12:46 pm, Jul 26, 2021