



SCIT HOUSING

ADVISORY COMMITTEE

Minutes 1/08/2020

Staff Present:

Rosalie Maloney, Housing Manager
Andrew Wagner, Administrative Assistant II

Guest Present:

Tina Lightfoot, Indian Outreach Worker DHS

Called to order: at 5:22pm by Dayna Johansen

Advisory Board Roll Call:

- Dayna Johansen – Present
- Fanella – Present
- Dani Sineway – Present
- Vicki Camp – Present
- Zach – Not Present

Moment of silence:

Agenda:

On a motion duly made by Dayna Johansen, seconded by Dani Sineway it was moved to approve the agenda. 4 for, motion carried.

Approval of Minutes:

On a motion duly made by Dani Sineway seconded by Fanella Poola, it was moved to approve the minutes from November. 4 for, motion carried.

Old Business:

Parking Policy

- Rosalie provided some background into the importance of the parking policy including safety concerns, tenant complaints about strangers, and trespassing.
- The Housing department needs to know who is living in these units for Tribal safety requirements, NAHASDA requirements, and rent adjustments.
- The maintenance staff monitors the tenant parking every other week.
- Strike letters are sent to tenants who do not comply with the parking policy.
- Note: This year the maintenance staff should re-paint all handicap parking spaces.
- Dayna: We need to have a clear paper trail for legal to hold tenants responsible for policy violations. Kathy will add parking policy to the tenant recertification checklist.

- Dayna: What about Tribal registration? It would be a good idea to change the policy from Michigan registration to a valid current registration so it is inclusive of Tribal registrations. Rosalie agreed about the change.

Christmas Outreach

- Adopt an Andahwod resident - The residents loved their Christmas surprises.
- Toys for Tots – We went the 1st day and worked a 3 hour shift. There is a photo in the Tribal Observer of the event. We should consider this event for next year.
- We should also consider doing something for Christmas with the Tribal Police Department since they participated with TFT this year.
- RM: Unfortunately, the tenant Christmas party was cancelled due to low participation. We can't justify spending NASAHADA funds for only 3 people.
- RM: The staff Christmas party was fun and lasted about an hour. Fanella joined the staff for an Indian Taco buffet and a gift exchange. No grant funds were spent on the food.

New Business

Tina Lightfoot DHS

- RM: The Housing needs to make referrals from time to time on some of the tenants. Housing doesn't have case worker on staff and is unable to provide tenants transportation, help with their insurance, hospice care, and Housing resources for applicants who can't qualify for our program.
- TL: Tina has worked for the Tribe for 4 years and DHS for about 2 months. The tribe has an agreement with DHS from October 1st 2019 until October 1st 2020. One of her main goals is to create trust from the Tribal Community and DHS and to provide exceptional care for native elders. She has already helped 3 different tenants with various situations.
- Tina provided all Advisory Members with her contact information. Her supervisor is Shaun Hutchin. Tina will provide his contact information to Housing.

The Strike and Eviction Process and Policy

- RM: Tribal Council requested information about Housing's eviction and grievance policy. Andrew put together two guidebooks – one for eviction (what to do if you are being evicted) and one for policy violation (what to do if you received a strike letter and/or if you would like to dispute a policy violation).
- RM: We need to make speed up the eviction process because we have deserving families on the waiting list. Rosalie has requested the Tribe's Legal department review the ordinance governing evictions to see if it can be more efficient.
- FP: How do you communicate to a person if they are getting evicted?
- DJ: Legal sends notice by; personal service, certified mail, and first class mail.
- RM: Please review the brochures and stop in the Housing department if you have any questions, comments, or concerns about the strike and eviction process. There is no formal grievance process in place right now. Tribal Council thought the AC would be able to do this but the By-Laws do not grant these powers.

- DJ: Suggestion – If a tenant wants to bring their grievance to the Advisory Committee, please have a debriefing meeting with Kathy and Rose about the situation before meeting the tenant so the committee understands both sides of the story.
- RM: We need to create a SOP for the grievance policy. There would also have to be some training on confidentiality and privacy protection before actually hearing cases.
- FP: Fanella observed a strange car parked at her unit for about 4 hours. The person mentioned they have children that her boys were building a fort in the stand of woods near Fanella’s home. It was in the woods by Ogemaw from 4-8pm. DS mentioned a similar past occurrence.
- RM: Any tenant always has a right to call tribal Police Department and make a report if something seems strange and out of the ordinary. Rose is going to have maintenance look in the woods for the fort.
- DJ: A way to obtain information for tenant safety could be to write a formal FOIA letter identifying the incident, location, date, and agencies available.

Reports/Correspondence:

Public Disclosure

- RM: The federal regulations under the NAHSDA law require employees of Housing to publically disclose any conflicts of interest. One of my relatives, an immediate family member as defined by the Tribe, was admitted as a tenant over ten years ago. Well before I became the Manager. I was not part of the decision making process that determined his eligibility. Nevertheless I was obligated to write a memo to the Council and HUD informing them of the conflict and that memo was publically posted at Human Resources, Tribal Court, Andahwod, and in the Housing office.

Announcements:

- The SCIT Housing was awarded a 3.9 million dollar grant. Overall, we have 5 million dollars to build a permanent supportive housing (PSH) complex. We also received a \$30,000 award from BIA to conduct a survey of the community regarding PSH.
- Rosalie is researching successful models in Indian county and will work to bring the original consultant back to help us with the project if Council accepts.
- One of the first things we have to do is to create a business plan for the complex.
- The purposed location would be between the motor pool and the Ziibiwing Center.
- DJ: Housing should create and run workshops on basic maintenance and preventive maintenance for homeowners. Rosalie mentioned we can absolutely develop these types of workshops.
- DJ: Recommended doing another spring clean-up event.

Next Meeting date:

- February 12, 2020 at 5:15PM

Motion to Adjourn:

On a motion duly made by Dayna seconded by Dani Sineway, it was moved to adjourn 4 for, motion carried.

Meeting Adjourned at 7:01pm