



Louisiana Housing Corporation

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LHC Board of Directors

Administration Committee Meeting Minutes

Tuesday, May 09, 2023

**LHC Building, V. Jean Butler Board Room
2415 Quail Drive
Baton Rouge, LA 70808
4:00 P.M.**

Committee Members Present

Alfred E. Harrell, III (Committee Chairman)
Richard A. Winder

Committee Members Absent

Willie Rack

Board Members Present

Board Chairman Anthony Marullo, III (@4:35pm)
Board Vice-Chairwoman Tonya P. Mabry
Official Delegate Tony Ligi obo Louisiana State Treasurer John M. Schroder

Board Members Absent

Johnny Berthelot
Steven J. Hattier
Stacy S. Head
Steven P. Jackson
Ericka McIntyre
Jennifer Vidrine
Brandon O. Williams

Staff Present

Barry E. Brooks
Joshua Hollins
Marjorianna Willman
Donna Deculus
Portia Johnson

Leslie Strahan
Bridgette Richard
Thomas Bates
Plezetta M. West
Denisa Joshua

Others Present

See Sign-In Sheet

CALL TO ORDER

Administration Committee Chairman Alfred E. Harrell, III called the meeting to order at 4:27 P.M. Board Secretary Barry E. Brooks called the roll; there was a quorum.

APPROVAL OF MINUTES

Next item discussed was the approval of the Minutes from the January 17, 2023 Administration Committee Meeting.

On a motion by Committee Member Richard A. Winder and seconded by Board Vice-Chairwoman Tonya B. Mabry, the Minutes of the January 17, 2023 LHC BOD Administration Committee Meeting were unanimously approved, as distributed.

PUBLIC COMMENTS

AC Chairman Harrell solicited any public comments. There were none.

ADMINISTRATION COMMITTEE CHAIRMAN'S REPORT

AC Chairman Harrell welcomed everyone and thanked them for attending the Administration Committee Meeting.

LHC EXECUTIVE DIRECTOR EVALUATION

Next item discussed was regarding the Evaluation of the LHC Executive Director

AC Chairman Harrell noted that Board Chairman Marullo had submitted to the Board Members the Evaluation for their review and comment, and that as of current he had received no comments back from the Board Members regarding the Evaluation as submitted.

AC Chairman Harrell applauded the leadership of ED Hollins, noting that he "...has changed the culture" and that "the future of LHC is bright".

AC Committee Member Winder noted that "...it has been a bountiful year for ED Hollins and the LHC Team"; that he would like some of the items from the recent Board Retreat to be further discussed; that he appreciates all the Road Trips and Community Visits which illustrates that ED Hollins "...it shows that you are listening and going to where the people are located".

Board Chairman Marullo arrived at 4:35pm., noting that his delay was due to the bad weather and subsequent traffic in Baton Rouge and surrounding areas.

Board Chairman Marullo noted that he wanted to emphasize the exemplary leadership of ED Hollins in the Evaluation; he also discussed the very informative ED Reports that are consistently provided to the Board; that he had received only "positive feedback" from the Board Members on ED Hollins' overall performance; from the Chairman's Report he also discussed the Management of the Corporation and the Employees, Support and Association with the Board of Directors, Implementation/Marketing/Strategic Partnerships of LHC Programs, Strategic Planning, 2023 Program Initiatives, and Recommended Areas of Focus.

ED Hollins noted that he "appreciates the Board's confidence", and that he was ready to "transition from Year 1 to Year 2".

On a motion by Board Chairman Anthony P. Marullo, III and seconded by Board Vice-Chairwoman Tonya B. Mabry, the Committee approved the LHC Executive Director Evaluation, and moved that the matter be recommended FAVORABLY to the Board at the May 10, 2023 Board of Directors Meeting.

CONTRACT MANAGEMENT POLICY

Next item discussed was regarding the LHC Contract Management Policy.

The matter was introduced by Secretary Brooks, with additional information provided by Portia Johnson, LHC Director of Strategic and Policy Initiatives, and further information was also provided by ED Hollins.

ED Hollins acknowledged the recent promotion of LHC Senior Attorney Plezetta West to LHC Chief Procurement Officer.

AC Chairman Harrell inquired as to whether the Contract Management Policy would "...govern all contract disputes?" ED Hollins replied affirmatively.

Board Member Official Delegate Ligi noted that he "...likes consistency in Policy".

ADJOURNMENT

There being no other matters to discuss, Board Member Official Delegate Tony Ligi offered a motion for adjournment that was seconded by Board Vice-Chairwoman Tonya P. Mabry. There being no discussion or opposition, the motion passed unanimously.

The Administration Committee Meeting adjourned at 4:52 P.M.



Board Secretary, Barry E. Brooks