

**NORTHEAST TENNESSEE/VIRGINIA  
HOME CONSORTIUM  
BOARD MEETING MINUTES  
September 13, 2016**

**Board Members Present:**

Jack Young, Bristol, Tennessee  
Brian Rose, Bristol, Tennessee  
Donna Malone, Bristol, Tennessee  
Sherry Trent, Johnson City  
Mark Haga, Proxy for Kingsport  
Ambre Torbett, Sullivan County  
Lauren Calhoun, Proxy for Bristol, VA  
Irene Wells, Bluff City

**Others Present:**

Bill Forrester, FTDD  
Donna Lewis, FTDD

**I. Call to Order**

The Northeast Tennessee/Virginia Home Consortium Board Meeting was called to order at 10:00 a.m. on September 13, 2016, in the Bristol, Tennessee Annex building.

**II. Approval of Minutes**

The minutes submitted had an incorrect date of December 6 on them. They should have had January 6, 2016. Mark Haga made a motion to approve the minutes of the July 14, 2016 with corrections. Sherry Trent seconded the motion. Motion carried.

**III. FTDD Status of Projects – Bill Forrester/Donna Lewis**

**Homeownership/Rehab:** Donna Lewis provided a current HOME activity report to the Board.

**Community Housing Development Organization (CHDO) Projects:** Proposals from qualified CHDOs will be accepted from qualified entities until 3:00 p.m. on September 23, 2016. These funds will include \$116,146 from 2015-16 and \$130,438 from 2016-17 for a total amount of approximately \$246,584.

**IV. Old Business**

**V. New Business**

**2015-2016 Consolidated Annual Performance and Evaluation Report (CAPER):** Donna Malone explained that the entitlement cities are required to prepare a CAPER and have it

submitted to HUD by September 30, 2016. This report will also include the accomplishments of the HOME Consortium members that are not entitlement cities. Donna asked the non-entitlement jurisdictions to submit any information they may have to go into the CAPER to her as soon as possible. All HOME-related accomplishments will be obtained through the First Tennessee Development District and HUD's IDIS reporting system.

**Entitlement cities to prepare new Analysis of Impediments to Fair Housing (AI):** Donna Malone explained that the entitlement cities are required to prepare a new Analysis of Impediments to Fair Housing to be submitted with the next Annual Action Plan and that our most current one is out of date.

**HUD Monitoring Visit – July 18 – July 21, 2016:** The HUD monitoring visit went well. No findings from the Knoxville field office monitoring visit.

## **VI. Announcements**

There being no further business, the meeting was adjourned at 11:00 a.m.

  
\_\_\_\_\_  
Brian Rose, Recorder

  
\_\_\_\_\_  
Jack Young, Chairman