

Executive Committee Meeting
Minutes
March 4, 2021

Committee Members Present: D. Shumway, Chair, K. Buck, J. Cuddy, P. Ikawa, S. Marchant
Committee Members Absent: N/A
Other Board Members Present: J. Graham, C. Norwood
Staff Members Present: D. Christon, P. Donahue, B. Frost, D. Pouliot, C. Provencher
Others Present:

Chair Shumway called the meeting to order at 2:00 p.m. He noted that, as Chair of the Executive Committee, he recognizes the existence of an emergency due to the COVID-19 crisis and, in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically. Mr. Shumway began the meeting with a Roll Call of members and each member stated their presence, their location and noted that they were alone.

1. Approval: Minutes of the September 16, 2020 Executive Committee Meeting: The Committee had no comments on the minutes as presented. Mr. Cuddy moved approval, seconded by Ms. Ikawa. A roll-call vote was taken and the motion to Approve the Minutes of the September 16, 2020 Executive Committee meeting passed by a unanimous roll-call vote.
2. Discussion: Emergency Rental Assistance Program: Mr. Christon discussed the New Hampshire Emergency Rental Assistance Program (NHERAP) reporting the Governor's office has requested that the Authority act as administrator of this federally funded Program. He reviewed the highlights of the program and the draft contract, reporting on the overall state allocation of \$200,000,000, noting the state government's allocation will be adjusted due to Rockingham County applying to the program separately and receiving \$20,000,000. If the contract is approved, the Authority will enter into agreements with five Community Action Partnership (CAP) agencies. Mr. Christon reported the Authority's role will be to act as intermediary between the Governor's Office for Emergency Relief and Recovery (GOFERR) and the CAP agencies, provide policy guidance, a communications and outreach plan, and to monitor and receive reports which will be incorporated into reports for GOFERR. The Authority would also have the financial management responsibility for allocating funds to each of the CAP agencies and to provide quality control to ensure the agencies' compliance with the Program. He also noted the Authority will not deal directly with program applicants. Mr. Christon then reviewed the funding process, noting the expectation of the first \$40,000,000 allocation after the contract has been signed, and advised that additional funds may be made available based on program activity. He noted that the program's current completion date is December 31, 2021. In response to members' inquiries, Mr. Christon advised that residents in Rockingham County are eligible to apply to the Program for assistance, however, they must certify they are not receiving benefits from the Rockingham County program. He acknowledged the potential of confusion due to the parallel program but noted both the state program and Rockingham County will need to follow the statutory requirements and Department of Treasury guidance that has been

provided. He provided details of the administrative fees and reported the Authority will donate significant staff time to the Program. Mr. Christon commented the contract is currently awaiting final approval from the Governor's office; however, staff does not anticipate a substantive change from what has been provided to members for review. Staff is preparing to go live with the Program on March 15, 2021.

Staff answered members' questions, reporting that, in addition to tenants applying to the Program, a landlord can also apply on behalf of their tenant, however, the tenant must be involved in the application and must sign off on it. Staff discussed marketing of the Program, reporting the plan includes the Governor's announcement, press releases and direct contact communications. Social media advertising and paid advertising are also planned if necessary and a communications and marketing consultant has been engaged. Mr. Christon noted the marketing strategy will also include the utility companies and, following discussion, he noted that while internet service is not considered a utility it is a reimbursable household expense.

Member discussion included fraud prevention and the document verification process.

Following discussions, Mr. Cuddy moved, seconded by Mr. Buck. A roll-call vote was taken and the motion to authorize the Chief Executive Officer to enter into a contract with the Governor's Office for Emergency Relief and Recovery (GOFERR) for a Grant Agreement to carry out the New Hampshire Emergency Rental Assistance Program (NHERAP) passed by a unanimous roll-call vote.

Ms. Ikawa then moved, seconded by Mr. Cuddy. A roll-call vote was taken and the motion to authorize the Chief Executive Officer to proceed with the implementation of said contract, as discussed, including entering into agreements with the New Hampshire Community Action Partnership Agencies and other organizations as needed to provide ongoing support to the Emergency Rental Assistance Program passed by a unanimous roll-call vote.

Mr. Shumway commended Mr. Christon on staff's level of preparedness and dedication in bringing this Program forward. On behalf of staff, Mr. Christon expressed appreciation to the Committee for their support.

3. Other Business Mr. Christon updated members on activity at the Federal level, reporting on the proposed stimulus bill. He noted the bill includes a number of housing related provisions which could provide additional resources to the state and noted that the bill also has the potential of extending timelines for completing existing programs. Mr. Christon provided additional details noting the potential for a substantial appropriation for additional Housing Choice Vouchers (HCVs) for individuals who are homeless or at risk for homelessness and an appropriation to create more supportive housing for people who are at risk of homelessness. He also noted the potential appropriation for counseling targeted to homeowners and the proposal for a significant homeowners' assistance program. Mr. Christon advised updates will be provided at the March Board of Directors meeting.

There being no further business to bring before the Committee and determining there was no need for a non-public session, Mr. Cuddy moved, seconded by Mr. Buck. Following a roll-call vote the meeting was adjourned at 3:16 p.m.