

# Minutes

**HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY**

10400 Detrick Avenue  
Kensington, Maryland 20895  
(240) 627-9425

**Budget, Finance and Audit Committee Minutes**

**September 6, 2023**

For the official record of the Housing Opportunities Commission of Montgomery County, an open meeting of the Budget, Finance and Audit Committee was conducted via a virtual platform on Wednesday, September 6, 2023 with moderator functions occurring virtually beginning at 3:06 p.m. There was a livestream of the meeting held on YouTube, available for viewing [here](#). Those in attendance were:

**Present Via Zoom**

Richard Y. Nelson, Jr., Chair  
Jeffrey Merkowitz – Chair Pro Tem, Commissioner  
Frances Kelleher, Vice Chair, Commissioner

Chelsea Andrews, Executive Director

Kayrine Brown, Deputy Executive Director

Terri Fowler, Budget Officer

Lynn Hayes

Sean Asberry

John Wilhoit

Ellen Goff

Ali Ozair

Morgan Tucker

Timothy Goetzinger, Acting Chief Financial Officer

Heather Grendze

Zachary Marks

John Broullire

Matt Husman

Marcus Ervin

Brittney Holloway

Kai Hsieh

Meta Lim

**IT Support**

Aries “AJ” Cruz

**Commission Support**

Jocelyn Koon, Senior Executive Assistant

Committee Chair Nelson opened the meeting with a welcome and introduction of Commissioner Kelleher, Commissioner Merkowitz, and the Executive Director. Commissioner Nelson began the meeting with the approval of the minutes.

## APPROVAL OF MINUTES

The minutes of May 19, 2023 meeting were approved as submitted with a motion by Commissioner Merkowitz and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioners Nelson, Merkowitz, and Kelleher,

## ACTION/DISCUSSION ITEMS

1. **County FY' 25-30 Capital Improvements Program Budget:** Presentation of the County FY' 25-30 Capital Improvements Program Budget.

Chelsea Andrews, Executive Director, provided an overview of the presentation and introduced Timothy Goetzinger, Chief Development Funds Officer/Acting Chief Financial Officer, and Terri Fowler, Budget Officer, who provided the presentation. Staff addressed questions of the Commission. Commissioner Nelson made a motion to support the staff recommendation. The motion was moved by Commissioner Merkowitz and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioner Nelson, Merkowitz, and Kelleher.

2. **Inspection Services:** Approval of the Selection of Gilson Housing Partners as the Independent Contractor to Conduct Housing Quality Standards ("HQS") Inspections for the Housing Choice Voucher Program and other Residential Inspections.

Commissioner Nelson introduced Executive Director, Chelsea Andrews, who provided an overview of the presentation and introduced Director of Housing Resources, Lynn Hayes, to provide the detailed presentation. Commissioner Nelson made a motion to accept the staff recommendation. The motion was moved by Commissioner Merkowitz and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioners Merkowitz, Nelson, and Kelleher.

Based upon this report and there being no further business to come before this session of the Budget, Finance and Audit Committee, the meeting adjourned at 3:46 p.m.

Respectfully submitted,

Chelsea Andrews  
Secretary-Treasurer

/jlk