

HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY

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

Administrative and Regulatory Committee Minutes

June 25, 2024

For the official record of the Housing Opportunities Commission of Montgomery County, an open meeting of the Administrative and Regulatory Committee was conducted via a hybrid platform (a combination of in-person and online platform/teleconference) on Tuesday, June 25, 2024 with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:02 p.m. There was a livestream of the meeting held on YouTube, available for viewing [here](#) Those in attendance were:

Present

Frances Kelleher, Committee Chair
Linda Croom, Commissioner

Absent

Pamela Byrd, Commissioner

Also Attending

Chelsea Andrews, <small>President/Exe. Director</small>	Aisha Memon, <small>General Counsel</small>
Kayrine Brown	Tia Blount
Darcel Cox	Elliot Rule
Ken Silverman	Lynn Hayes

Also Attending Via Zoom

Neron Adams-Escalera

IT Support

Irma Rodriguez
Richard Congo
Aries Cruz
David Brody
Genio Etienne

Commission Support

Morgan Tucker
Imani Benjamin-Johnson
Sewavi Prince Agbodjan

Committee Chair Kelleher formally opened the Administrative and Regulatory Committee meeting at 4:02 p.m. and began with the approval of the minutes.

Approval of Minutes

The minutes of the May 20, 2024 Administrative and Regulatory Committee meeting were approved as submitted with a motion from Commissioner Croom and seconded by Commissioner Kelleher. Affirmative votes were cast by Commisisoners Croom and Kelleher. Commissioner Byrd was necessarily absent and did not participate in the vote.

Discussion/Action Items

1. FY24 Section-8 Management Assessment Program (“SEMAP”) Submission

Committee Chair Kelleher introduced President Andrews to provide a brief overview of the presentation. President Andrews introduced Darcel Cox, Vice President, Compliance, who provided a detailed presentation. Staff recommended the Committee recommend that the Commission authorize the President/Executive Director, or her designee, to submit the FY 2024 SEMAP Certification to HUD on or before August 29, 2024. A motion to advance this item to the full Commission was made by Commissioner Croom and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioners Croom and Kelleher. Commissioner Byrd was necessarily absent and did not participate in the vote.

With no further business to come before this session of the Committee, Committee Chair Kelleher adjourned the meeting at 4:19 pm.

Respectfully submitted,

Chelsea Andrews,
Secretary-Treasurer

/spa