

**HOUSING OPPORTUNITIES COMMISSION OF MONTGOMERY COUNTY**

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

Administrative and Regulatory Committee Minutes

**February 13, 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, February 13, 2024 with moderator functions occurring at 10400 Detrick Avenue, Kensington, Maryland beginning at 4:00 p.m. There was a livestream of the meeting held on YouTube, available for viewing [here](#).

Those in attendance were:

**Present**

Frances Kelleher, Chair

**Attending via Zoom**

Pamela Byrd – Commissioner

**Absent**

Linda Croom- Commissioner

**Also Attending**

Chelsea Andrews, President/ Executive Director  
Kayrine Brown, Senior Executive Vice President  
Aisha Memon, SVP Legal Affairs, General Counsel  
Lynn Hayes  
David Brody

Elliot Rule  
Ken Silverman  
Morgan Tucker  
Darcel Cox

**Also attending via Zoom**

Nitin Gupta  
Ahu Manafi  
Sean Asberry

**IT Support**

Aries Cruz, IT Support  
Irma Rodriguez, IT Support

**Commission Support**

Jocelyn Koon, Special Assistant

Commissioner Kelleher provided opening remarks and introduced Commissioner Byrd who joined the meeting virtually. Commissioner Croom was necessarily absent.

### **APPROVAL OF MINUTES**

The minutes of the November 20, 2023 Administrative and Regulatory Committee meeting were approved upon a motion by Commissioner Byrd and seconded by Commissioner Kelleher. Affirmative votes were cast by Commissioners Kelleher and Byrd. Commissioner Croom was necessarily absent and did not participate in the vote.

### **DISCUSSION/ACTION ITEMS**

#### **1. Authorization to Submit HOC’s Fiscal Year (“FY”) 2025 Five-Year Public Housing Agency (“PHA”) Plan**

Chelsea Andrews, President, provided an overview and introduced Darcel Cox, Vice President of Compliance, who provided the detailed presentation. Staff recommended that the Administrative and Regulatory Committee join staff in its recommendation to the Commission to authorize the President, or her designee, to submit the FY 2025 Five-Year PHA Plan to HUD on or before, April 17, 2024. A motion was made by Commissioner Byrd and seconded by Commissioner Kelleher to recommend to the full Commission. Affirmative votes were cast by Commissioners Kelleher and Byrd. Commissioner Croom was necessarily absent and did not participate in the vote.

#### **2. Discussion: State & County Legislation**

Chelsea Andrews, President, provided an overview and introduced Ken Silverman, Vice President of Government Affairs, who provided the detailed presentation. Mr. Silverman highlighted the current legislation and addressed some of the barriers affecting HOC’s ability to deliver affordable housing as well as housing supply. The Administrative and Regulatory Committee provided comments and thanked Mr. Silverman for his informative presentation.

Commissioner Kelleher adjourned the meeting at 4:48pm.

Respectfully submitted,

Chelsea Andrews  
Secretary-Treasurer

/jlk