

February 2022 NHLP Committee Meeting

Minutes



February 10, 2022

2:00-3:00 PM EDT

1. Opening

Mr. Brandon Palermo called the meeting to order at 2:02. The meeting was recorded. No member presented an issue with being recorded.

Members Present: Mr. Brandon Palermo, Mr. TJ Moon, Mr. Horace Brown, Ms. Genevieve English-Charles, Mr. Enrique Escallon, Mr. Eddie Hall.

Staff Present: Mr. Eric Reed, Mr. Eric Zimmerman

Members of the Public: None

A quorum was established.

2. Approval of Agenda

No members of the public commented. Mr. Reed requested to the Approval of the Minutes from December 2nd removed from the agenda as they were approved in a prior meeting. Mr. Hall motioned to accept the agenda with the change. Mr. Brown seconded and the agenda was accepted.

3. Approval of minutes

Minutes from the December 9th committee meeting was presented for approval. Mr. Hall motioned to approve the minutes. Mr. Palermo seconded the motion. The minutes were approved unanimously.

4. ACF Report

Mr. Reed provided a brief overview of the ACF report and financial updates since the December meeting and noted the calendar year end numbers. He noted the negative change in the investment balances as a result of market fluctuations. He highlighted delinquent and troubled loans and provided updates on collection activities if available. Mr. Palermo directed him to begin the discussion on the four Loan Action Requests as presented.

- a. SR – interest rate change and deferment. Mr. Reed presented the request to reduce the interest rate to 0% and defer the payments due for three months while the borrower seeks SSDI approval. Mr. Hall motioned to approve the request as presented. Mr. Brown seconded and the motion passed with no dissension.
 - b. RF – interest rate change to 0% and to make that effective prior to the last payment made to create principal payments only. Mr. Brown recommended that this change have an end date on it and motioned to approve the request with 0% interest in effect through January 2023 or RF is released from prison, whichever occurs first. Mr. Palermo seconded the motion as presented and the motion passed with no dissension.
 - c. DH – request to charge off balance of \$1,333 with no further collection activities. Mr. Brown motioned to charge off the balance and Mr. Hall seconded. The motion passed with no dissension.
 - d. WF – request to charge off the balance of \$3,595. Initial request was to charge off the balance due to the borrower losing income from COVID, relying just on SSI which does not support loan payments and the fact that she states she no longer owns the collateral as it was taken and destroyed through an apartment eviction process. Mr. Palermo suggested that the balance could be forgiven instead of charged-off. Mr. Brown motioned to forgive and write-off the balance owed and Mr. Palermo seconded. The motion passed with no dissension.
5. KL – rescue payment plan
- Mr. Reed provided an overview of the reasons for the new plan for KL and the timing of payments to the bank and repayment from KL. The plan will support KL as she begins training for new employment following the death of her mother who provided over half the household income. The plan will allow KL to remain current on the bank guarantee loan and will require some loan repayment to FFAST once an allowable time has passed for her to establish employment. Mr. Palermo motioned to accept the plan as presented. Mr. Hall seconded and the motion passed with no dissension.

6. Manual Revisions

Mr. Reed provided an overview of the changes that impact policy and explained that a final draft of the manual will be presented prior to the March meeting so the committee will have time to review and vote for approval. Mr. Escallon recommended that the changes are highlighted, dated and rational provided for the committee to see as well as to preserve the modifications of the document.

7. NHLP operations updates

Mr. Reed informed the committee of some recent additions to the DownHome loan software including a new pipeline module and loan document creator to allow for more streamlined and organized loan processing. He also informed the committee that with the addition of Eric Zimmerman to the staff, steps have been taken to begin a fully electronic filing system for new loans in 2022 and this may eventually include loan documents as eSignature options are being considered to allow for more efficient and cost-effective loan closings across the state. Mr. Escallon pointed out that all accessibility considerations should be addressed when making any changes to how consumers are able to access the program. Mr. Reed ensured the committee that the process for accepting applications and getting supporting materials from borrowers will not change.

8. Financial Education

Mr. Reed shared a draft financial education handout that will be put into use once a final version is received back from the marketing team. The handout will be provided to all borrowers, providing some introduction basic financial information.

9. Closing

There was no public comment.

The next meeting will be Thursday, March 10 at 2:00 pm.

Mr. Palermo adjourned the meeting at 3:03 pm.