

COMMISSION ON COMMON OWNERSHIP COMMUNITIES

Minutes of the Monthly Meeting
Via Zoom Audio-Video Conference

Wednesday, April 3, 2024

Commissioners present: Anderson, Dixon, Fernandez, Freeman, Hall, Hayes, Kraskin, Mezey, Moore, Nerlinger, Seebold and Zmuda.

Commissioners absent: Walker, Holmes

Staff present: Walter Wilson, Esquire, County Attorney; Ramon Espin, Manager; Peter Atta, Investigator; Ife Fabayo, Investigator; Bill Buttrey, Investigator

Guests: Mary Jo Rogers, Director of the Consumer Education and Advocacy Unit of the Maryland Insurance Administration; Mark Fine, panel chair

- 1. Proof of Quorum and Welcome:** There being 12 Commissioners present, Chairwoman Anderson called the meeting to order at 7:01 p.m.
- 2. Approval of Agenda:** With no objections, the April 3, 2024, agenda was approved by general consent.
- 3. Approval of Minutes:** With no objections, the March 6, 2024, minutes were approved as amended (to delete a phrase in parentheses and clarify the approval of minutes), by general consent, with Zmuda abstaining.
- 4. Insurance Presentation** – Ms. Rogers delivered a presentation on condominium insurance and answered questions.
- 5. Community Forum:** There were no questions from the audience during the open forum.
- 6. Chairwoman’s Report:** Commissioner Anderson said she and the Panel Chairs are updating the case management system and scheduling. Mediation training is available. Affirmed Temur Edib and Charles Shull as panel chairs.
- 7. Submission of disputes for Commission consideration:** Ms. Fabayo presented the following cases to the Commission:

Dismissals

2023-040, Longmead Crossing CSA v. Muna Kun – Kun no longer owns the unit

2023-061, Longmead Crossing CSA v. Jose Robles – Issues had been resolved

2023-062, John Dunn v. Leisure World Community Association – Dunn withdrew his complaint

8. County Attorney’s Report – Mr. Wilson did not have any items to report on and reiterated the policy on removal for absenteeism.

9. DHCA Staff Report – Mr. Espin reported that in March:

- a.) new commissioners have completed or nearly completed trainings and orientation
- b.) he delivered a presentation to the Gaithersburg mayor and city council
- c.) 90 individuals completed Community Governance Fundamentals certification
- d.) four new complaints were filed, and four complaints were closed.
- e.) Billy Buttrey joined DCHA as an investigator.

10. Committee Reports

a.) Education – Commissioner Nerlinger raised the question of the minimum number of registrants for in-person training. After discussion, Commissioner Anderson moved that **the existing training schedule continue but with a minimum of six attendees, to be determined by noon on the Friday prior to a Sunday training and by noon on the Thursday prior to a Saturday training.** Commissioner Moore seconded. **The motion was carried**, with all voting in favor with the exception of Commissioner Dixon, who was opposed.

11. Adjournment – With no objections, the meeting was adjourned at 9:22 p.m.

THE NEXT MONTHLY MEETING WILL BE ON May 1, 2024.