

**MINUTES OF THE 01-2023 BOARD MEETING
OF THE SOCIAL HOUSING FINANCE CORPORATION
30 JANUARY 2023
Forum and Videoconference¹**

ATTENDANCE OF BOARD DIRECTORS:

SEC. JOSE RIZALINO L. ACUZAR	-	DHSUD Secretary <i>Chairperson</i>
FEDERICO A. LAXA	-	President, SHFC <i>Vice-Chairperson</i>
USEC. LEO ANGELO M. LARCIA	-	DBM Representative
ASEC. GLENDA R. RUMOHR-FIGUEROA	-	DOF Representative

Private Sector Representatives:

ATTY. EMILIANO C. REYES
MR. LYNDON B. CATULONG, SR.
MR. RONALD R. BARCENA

Other Officers/Attendees:

Usec. Lyle Filomeo C. Pasco	-	DHSUD
Usec. Henry L. Yap	-	DHSUD
Usec. Roberto Juanchito T. Dispo	-	DHSUD
Dir. Baby Catherine Cruz	-	DHSUD
Ms. Joan Grace Ortila	-	DOF
Dir. Charina De Vera Yap	-	BSP
Atty. Guiller Asido	-	BSP
Dir. Regina Brillantes	-	DBM
Atty. Juneffe G. Payot	-	SHFC Executive Vice President
Atty. Leo B. Deocampo	-	SHFC OIC-SVP LAMP
Atty. Karoline J. Abello-Tordecilla	-	SHFC Compliance Officer/ Acting Board Secretary
Other SHFC Vice-Presidents and Managers		

¹ Zoom videoconference platform

1 **A. CALL TO ORDER**

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3 The Department of Human Settlements and Urban Development (DHSUD) Secretary Jose
4 Rizalino Acuzar called the 01-2023 Board Meeting to order at 11:04 a.m.

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6 **B. DETERMINATION OF QUORUM**

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8 At the onset, the Acting Board Secretary Atty. Abello-Tordecilla, announced that out of the
9 eleven (11) Members with three (3) vacancies, seven (7) were present; thus, there was a quorum
10 to conduct business. The following Directors physically attended the meeting at 9th floor,
11 DHSUD Board Room, DHSUD Building, Kalayaan Avenue, Quezon City.

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13 1. Secretary Jose Rizalino Acuzar;
14 2. SHFC President Federico A. Laxa;
15 3. Atty. Emiliano C. Reyes;
16 4. Dir. Lyndon B. Catulong Sr.; and
17 5. Dir. Ronald R. Barcena.

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19 The following Directors attended the meeting through Zoom Videoconference:

- 20 6. Usec. Leo Angelo M. Larcia; and
21 7. Asec. Glenda R. Rumohr-Figueroa
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24 **C. DELIBERATION / APPROVAL OF THE AGENDA OF THE 01-2023 BOARD**
25 **MEETING**

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27 **The Members of the Board approved the Agenda for the 01-2023 Board Meeting.**

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29 **D. APPROVAL OF THE MINUTES OF THE 12-2022 BOARD MEETING**

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31 Atty. Abello-Tordecilla stated that the Minutes of the 12-2022 Board Meeting was sent to the
32 Board of Directors on 17 January 2023.

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34 **Thereafter, the Board approved the Minutes of the 12-2022 Board Meeting.**

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36 **1) FOR INFORMATION**

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38 **1. 4PH PROJECTS**
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3 **1) FOR DELIBERATION**

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5 **1. BOARD COMMITTEE MEMBERSHIP CY 2023**

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7 The Management, through Atty. Karoline J. Abello-Tordecilla, presented the proposed
8 Board Committee Membership CY 2023.

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10 I. Current Board Committees and the Composition

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 - Executive Committee (ExeCom)
 - Governance, Policy and Nomination Committee (GPNCom)
 - Audit Committee
 - Risk Management Committee
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Composition of the Executive Committee (ExeCom)

Social Housing Finance Corporation

AGENCY/SECTOR	Members	POSITION	Schedule of Meetings
1. PRIVATE SECTOR	Dir. Lyndon B. <u>Catulong</u> , Sr.	Chairperson	Monthly
2. PRIVATE SECTOR	Dir. Emiliano C. Reyes	Vice Chairman	
3. SHFC	Atty. <u>Arnolfo</u> Ricardo B. Cabling or as represented by EVP	Member	
4. DHSUD	Sec Gen/Assistant Secretary/Director	Member	
5. DILG	<u>Usec. Epimaco V. Densing</u> , III or Designated Alternate	Member	
6. PRIVATE SECTOR	Dir. Ronald R. <u>Barcena</u>	Member	

Composition of the Governance Policy and Nomination Committee (GPNCom)

Social Housing Finance Corporation

AGENCY/SECTOR	Members	POSITION	Schedule of Meetings
1. PRIVATE SECTOR	Dir. Ronald R. Barcena	Chairperson	Monthly
2. SHFC	Atty. Arnolfo Ricardo B. Cabling or as represented by EVP	Vice Chairman	
3. DHSUD	Ms. Mylene A. Rivera or Designated Alternate	Member	
4. DOF	<u>Usec. Bayani H. Agabin</u> or Designated Alternate	Member	
5. DBM	Atty. Ryan S. Lita	Member	
6. PRIVATE SECTOR	Dir. Emiliano C. Reyes	Member	
7. PRIVATE SECTOR	Dir. Lyndon B. Catulong, Sr.		

Composition of the Audit Committee

Social Housing Finance Corporation

AGENCY/SECTOR	Members	POSITION	Schedule of Meetings
1. DBM	Atty. Ryan S. Lita	Chairperson	Quarterly or as needed
2. DOF	Usec. Bayani H. Agabin	Vice Chairman	
3. DHSUD	Ms. Mylene A. Rivera or Designated Alternate	Member	
4. PRIVATE SECTOR	Dir. Lyndon B. Catulong, Sr.	Member	
5. PRIVATE SECTOR	Dir. Emiliano C. Reyes	Member	
6. PRIVATE SECTOR	Dir. Ronald R. Barcena	Member	

Composition of the Risk Management Committee

Social Housing Finance Corporation

AGENCY/SECTOR	Members	POSITION	Schedule of Meetings
1. DOF	<u>Usec. Bayani H. Agabin</u>	Chairperson	Twice a year or as needed
2. SHFC	Atty. <u>Arnolfo Ricardo B. Cabling</u> or as represented by EVP	Vice Chairman	
3. DHSUD	Ms. Mylene A. Rivera or Designated Alternate	Member	
4. PRIVATE SECTOR	Dir. Lyndon B. <u>Catulong, Sr.</u>	Member	
5. PRIVATE SECTOR	Dir. Emiliano C. Reyes	Member	
6. PRIVATE SECTOR	Dir. Ronald R. <u>Barcena</u>	Member	

II. Proposed Board Committees and the Composition

- Executive Committee (ExeCom)
- Governance, Policy and Nomination Committee (GPNCom)
- Audit Committee
- Risk Management Committee

Composition of the Proposed Executive Committee for CY 2023

Social Housing Finance Corporation

AGENCY/SECTOR	MEMBERS	POSITION	SCHEDULE OF MEETINGS
1. DHSUD	<u>Usec. Lyle Filomeo C. Pasco</u>	Chairperson	Monthly
2. PRIVATE SECTOR	Dir. Lyndon B. <u>Catulong, Sr.</u>	Co-Chairperson	
3. SHFC	Federico A. <u>Laxa</u>	Vice-Chairperson	
4. DILG	<u>Usec. Lord A. Villanueva</u> or <u>Usec. Felicito Valmocina</u>	Member	
5. PRIVATE SECTOR	Dir. Atty. Emiliano C. Reyes	Member	
6. PRIVATE SECTOR	Dir. Ronald R. <u>Barcena</u>	Member	
7. BSP	Vacant	Member	

Composition of the Governance Policy and Nomination Committee for CY 2023

Social Housing Finance Corporation

AGENCY/SECTOR	MEMBERS	POSITION	SCHEDULE OF MEETINGS
1. PRIVATE SECTOR	Dir. Ronald R. <u>Barcena</u>	Chairperson	Monthly
2. SHFC	Federico A. <u>Laxa</u>	Vice-Chairperson	
3. PRIVATE SECTOR	Dir. Lyndon B. <u>Catulong, Sr</u>	Member	
4. PRIVATE SECTOR	Dir. Atty. Emiliano C. Reyes	Member	
5. DSHUD	<u>Usec. Lyle Filomeo C. Pasco</u> / Director or any representative appointed by the Secretary	Member	
6. DBM	<u>Usec. Leo Angelo M. Larcia</u> or <u>Asec. Mary Ann Dela Vega</u> or Dir. Elena Regina <u>Brillantes</u>	Member	
7. DOF	<u>Usec. Catherine L. Fong</u> or <u>Asec. Glenda Rumohr-Figueroa</u>	Member	

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Composition of the Proposed Audit Committee for CY2023:

Social Housing Finance Corporation

AGENCY/SECTOR	MEMBERS	POSITION	SCHEDULE OF MEETINGS
1. DBM	<u>Usec. Leo Angelo M. Larcia</u> or <u>Asec. Mary Ann Dela Vega</u> or Dir. Elena Regina <u>Brillantes</u>	Chairperson	Quarterly
2. DOF	<u>Usec. Catherine L. Fong</u> or <u>Asec. Glenda Rumohr-Figueroa</u>	Vice-Chairperson	
3. DSHUD	<u>Usec. Lyle Filomeo C. Pasco</u> / Director or any representative appointed by the Secretary	Member	
4. PRIVATE SECTOR	Dir. Atty. Emiliano C. Reyes	Member	
5. PRIVATE SECTOR	Dir. Lyndon B. Catulong, Sr.	Member	
6. PRIVATE SECTOR	Dir. Ronald R. Barcena	Member	
7. BSP	Vacant	Member	

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Composition of the Proposed Risk Management Committee for CY2023:

Social Housing Finance Corporation

AGENCY/SECTOR	MEMBERS	POSITION	SCHEDULE OF MEETINGS
1. DOF	<u>Usec.</u> Catherine L. Fong or <u>Asec.</u> Glenda Rumohr-Figueroa	Chairperson	Bi-Annually or as needed
2. SHFC	Federico A. Laxa	Vice-Chairperson	
3. DSHUD	<u>Usec.</u> Lyle Filomeno C. Pasco / Director or any representative designated by the Secretary	Member	
4. PRIVATE SECTOR	Dir. Atty. Emiliano C. Reyes	Member	
5. PRIVATE SECTOR	Dir. Lyndon B. Catulong, Sr.	Member	
6. PRIVATE SECTOR	Dir. Ronald R. Barcena	Member	
7. NHMFC	Vacant	Member	

After thorough deliberation, the Board of Directors (BODs) approved the proposed Board Committees and Membership for CY 2023. The BODs also instructed that meeting materials must be distributed within one (1) to three (3) days for Committee Meetings and one (1) to five (5) days for Board Meetings.

2) STATUS REPORT ON SHFC'S INSURANCE PROVIDER

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3) PROCUREMENT OF SECURITY SERVICES PROVIDER

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30 **4) ADJOURNMENT**
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32 The DHSUD presented a short presentation inviting the Directors and the SHFC
33 Officers to attend the groundbreaking ceremony on 31 January 2023 at Batasan
34 Pambansa, IBP Road, Quezon City.
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36 There being no additional other matters for discussion, SHFC's 01-2023 Board Meeting
37 was adjourned at 1:02 p.m.
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42 **ATTY. KAROLINE J. ABELLO TORDECILLA**
43 *Acting Board Secretary*
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