

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
JANUARY 24, 2023
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, January 24, 2023. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 100, and via Zoom Videoconference.

Members of the Board in attendance: Jim Eby, Ed Fisher, Jim Williams, Melinda Kaufman, and Gerald Robinson.

Staff members present were: Justin Eby, Executive Director; Michaela Allwine, Director Housing and Community Development; Deb Jones, Director of Human Services and the Office for the Coalition; Michael Brightbill, Director Finance & Administration; Audrey Steinmetz, Director Tenant & Landlord Services; Jocelynn Ritchey, Manager Planning & Resource Development; Rachel Valmonte, Compliance Manager, Monica Dixon-Howard, Human Resources Manager; Sean Krumpe, Acquisition & Rehabilitation Program Coordinator; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: John Trescot, *Lancaster County Commissioner*

Mr. Fisher called the meeting to order at 4:22 p.m. and turned it over to Vice-Chair, Mr. Williams since he was attending virtually.

Mr. Williams, Vice-Chair, listed the names of the 2022 officers and Mr. Robinson moved to continue with the current slate for 2023. Mr. Jim Eby seconded the motion, and the Board unanimously re-elected Mr. Ed Fisher, Chair; Mr. James Williams, Vice-Chair; Mr. Gerald Robinson, Esq., Treasurer; and reappointed Beth Dreyer-DeGoede as Secretary.

The motion was made by Mr. Fisher, second by Mr. Jim Eby and passed unanimously to reappoint the firm of *Stevens & Lee* as Solicitor for the Lancaster County Housing Authority.

Public Comment – none

Minutes of the October 25, 2022 meeting were approved. The motion was made by Mr. Robinson, second by Mr. Jim Eby and unanimously accepted.

Communications - none

Staff Reports: Ms. Steinmetz reported that the corrections from the HUD audit were ongoing and nearly complete. They updated their Administrative Plan which is in the 45 day public comment period and will be voted on at the February board meeting. Training was held for all Housing Authority staff. They have a new staff member, Karina Garcia who took Rosa Matias' place after she retired. There is an open Housing Locator position.

Mr. Justin Eby noted that there have been ERAP changes which took place at the beginning of the year and evictions and appeals are increasing. They continue to investigate incidents of fraud and staffing needs.

The Monthly Activity and Status Report is attached hereto and made a part hereof.

The Financial Report for the months of October, November and December 2022 was approved. Mr. Brightbill reported. The motion to approve was made by Ms. Kaufman, second by Mr. Robinson and unanimously accepted. Mr. Robinson noted his thanks for finding and reporting any fraud.

Committee Reports – None

New Business - None

Other Business – None

Mr. Williams announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, February 28, 2023, at approximately 4:30 p.m.

The meeting was adjourned at 4:32 p.m.

Beth A. Dreyer-DeGoede, Secretary