

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
MARCH 23, 2021
VIA ZOOM VIDEO CONFERENCING
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, March 23, 2021, after the 4:00 PM meeting of the Lancaster County Land Bank Authority. The meeting was held via the Zoom platform.

Members of the Board in attendance: Ed Fisher, Jim Eby, Frank Christoffel, Dennis Groff, Jim Williams, and Laura Lyon Slaymaker.

Staff members present were:

Matthew Sternberg, Executive Director; Terry Danforth, Tenant Services Director; Michael Brightbill, Controller; Justin Eby, Deputy Executive Director; Aimee Tyson, Planning & Compliance Manager; Michaela Allwine, Housing Programs Manager; Glenda Machia, Resource Development Manager; Jocelynn Ritchey, CDBG Program Specialist; Steve Kaufhold, Technical Resources Coordinator; Audrey Steinmetz, Technical Services Coordinator; and Marian Joyce, Secretary. Also in attendance: Alissa, Isaac & Sophie Eby.

Mr. Fisher called the meeting to order at 4:20 p.m.

Public Comment – None

Minutes of the February 23, 2021 Meeting were approved. The motion was made by Mr. Williams, second by Ms. Lyon Slaymaker and unanimously accepted.

Communications – None

Report of the Executive Director is attached hereto, and made a part hereof. Mr. Sternberg informed the Board that it had been a very active month with the set-up and launch of the Emergency Rent Assistance Program (ERAP), as the funding is going to flow through the Housing Authority. Mr. Justin Eby, Deputy Executive Director, provided additional background on the collaboration with LHOP/Tabor, and CAP, who are handling the case management, and the Lancaster City Housing Authority. Trainings have been going smoothly and the first payments are expected to go out mid-April. As of the date of the meeting, there had been over 960 applications. It is hoped that the Eviction Moratorium which is due to end in March, will be extended once again.

Mr. Eby stated that Landlord payments are going to be easier to process in the software, but the utility payments are going to be a challenge, since there will be large numbers of people with 3 or 4 utility bills each, resulting in thousands of payments. Ms. Danforth emphasized that utilities include not just gas/electric/heat, but municipal water/sewer/trash are *also* eligible. Mr. Eby answered a question from Mr. Fisher, Chair, regarding the processing of utility checks. A report on the demographics of ERAP applicants to date will be forwarded to Board Members after the meeting by Mr. Justin Eby.

The Financial Report for the month of February 2021 was approved on a motion by Ms. Lyon Slaymaker, second by Mr. Jim Eby and unanimously accepted. Mr. Brightbill stated that Voucher expenses have levelled off as described in his written Memo.

Committee Reports – None

Other Business:

Mr. Fisher announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, April 27, 2021, at approximately 4:30 p.m.

The meeting was adjourned at 4:30 p.m.

Marian C. Joyce, Secretary