

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
JULY 27, 2021
28 PENN SQUARE, SUITE 200
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, July 27, 2021, after the 4:00 PM meeting of the Lancaster County Land Bank Authority. The Board meeting was held at the offices of the Lancaster County Housing & Redevelopment Authorities, 28 Penn Square, Suite 200, and via Zoom Videoconference.

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

Staff members present were: Justin Eby, Executive Director; Ms. Terry Danforth, Tenant Services Director; Michaela Allwine, Director Housing and Community Development; Michael Brightbill, Controller; Aimee Tyson, Planning and Compliance Manager; Jocelynn Ritchey, CDBG Program Specialist; Audrey Steinmetz, Tenant Services Manager; and Marian Joyce, Secretary.

Mr. Fisher called the meeting to order at 4:24 p.m.

Public Comment – None

Minutes of the June 22, 2021 meeting were approved. The motion was made by Mr. Jim Williams, second by Mr. Robinson and unanimously accepted.

Communications - None

Report of the Executive Director is attached hereto, and made a part hereof. Mr. Justin Eby updated the Board on corrective actions taken by Mr. Brightbill & Ms. Danforth to address HUD concerns raised during the Voucher Management System (VMS) Review. The Review is now considered closed.

Ms. Danforth, Tenant Services Director, updated Board members on the newly created *Emergency Housing Voucher* program. Mid-August is the target date to begin taking referrals.

Mr. Justin Eby described the *Lancaster Rent & Utility Assistance Community Days* on Friday July 23rd and Saturday July 24th at Clipper Magazine Stadium. Both Housing staff and Redevelopment staff worked with ERAP partner agencies' to help over 257 households during the two days. He acknowledged Ms. Allwine, Director Housing and Community Development, and Ms. Ritchey, CDBG Program Specialist, for their work in setting up the event.

The Financial Report for the month of June was approved on a motion by Mr. Williams, second by Mr. Robinson, and unanimously accepted. Mr. Brightbill stated that HAP payments have levelled off, thus allowing the Authority to start absorbing incoming Voucher Transfers over the next several months. Ms. Audrey Steinmetz, Tenant Services Manager, will monitor.

Committee Reports – None

New Business – 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, August 24, 2021, at approximately 4:30 p.m. after the 4:00 p.m. Land Bank Authority meeting.

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

Marian C. Joyce, Secretary