

MINUTES

Regular Meeting, January 27, 2022
A.J. Ferlazzo Building
Leesylvania Conference Room

I. Call to Order – 8:31 a.m.

Roll Call

Board Members Present

Kara Pitek, At Large

Mary Beth Schaal, Brentsville

Karen DeVito, Neabsco

Karen Smith, Disability Services Board

Paige Kenyon-Page, Coles

Sandra Dawson, Commission on Aging

Laurie Wilson, Social Services Board

County Staff Present

Elijah Johnson, Deputy County Executive

Joan S. Duckett, Acting Director

Joleana Singleton, Senior Business Analyst

Danica Blount, Administrative Coordinator

Absent

Robert G. Sharpe, Occoquan

Mary Lively, Potomac

Stephany Ospino, Woodbridge

II. Introductions

III. Approval of Minutes

December 2, 2021:

Motion: Karen Smith

Second: Sandra Dawson

Status: Approved

IV. Citizens' Time

V. Financial Status

- A. Preliminary Revenue and Expenditures Overview for the Period ending December 31, 2021
Ms. Singleton spoke on report and how it needs to be updated for Portability and COVID-19 funds. She also spoke on the Emergency Housing Vouchers: there is \$812,000 available in funds and \$68,000 has been used so far, which includes \$32,000 used for moving costs and admin funding. There have been no funds used for Home ARP yet, and for SRAP, 14% of the funding has been used and new clients are soon to be added to the program. There

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currently 21 SRAP vouchers, 11 are project-based vouchers for 11 properties, purchased through the Community Housing Development Initiative (CHDI), and 10 SRAP for tenant-based vouchers. An additional 5 tenant-based vouchers have been awarded but must be budgeted and appropriated. For FY23 DBHCD is to award 10 additional tenant based SRAP vouchers for a total of 25 tenant based vouchers effective FY23. OHCD has been awarded competitive HUD funding for the Family Self-Sufficiency Program (FSS) in the amount of \$107,198. Ms. Duckett also addressed that there was \$2.5 million that funded the CHDI program, and the unspent admin dollars will be returned to CSB.

B. HCV Voucher Issuance Status

Ms. Duckett went over the numbers listed on the HAP Financial Report provided to the board. She also let the board know that Prince William County has been nationally acknowledged for the work done for and the success of the EHV program.

VI. Old Business

A. EHAP Report

Ms. Duckett spoke on EHAP and its status. So far, \$4,126,302 have been spent for EHAP, including payments that are in the pipeline for future months. Currently, there are 23 applications in progress, and for those who apply for additional mortgage assistance are being referred to the Virginia Mortgage Relief Program, which can help with up to 20 months, with a max of \$30,000 provided for assistance. She also spoke on a possible change in the future to reallocate funding for CDBG, with a max of 5 years to spend the money (2025).

VII. New Business

A. Housing Board Meeting Schedule for 2022

Before the meeting began, there was a mention of accessibility when it came to the Leesylvania Conference Room at the Ferlazzo Building. This was spoken on again in context to the presented Housing Board Meeting Schedule for 2022, as most of the meetings were to be held in the same room. Due to the lack of accessibility, it was decided that the meetings should be moved to the McCoart building in the Occoquan Room. Ms. Smith posed the question of whether the meeting needed to be conducted in person every month or if an alternative could be found. In response to that query, Ms. Pitek asked about the required number of meetings needed per year.

VIII. Miscellaneous

IX. Member's Time

Ms. Schaal addressed the vacancies on the Board and conversation was held about that and what the process is to fill those spots. With this mention, there was discussion around the process for hiring the new Director of Housing, in which the Board is a participant but not the deciding factor. There were also questions about when the job requisition would be posted.

Ms. Smith brought up that there is a heightened community interest in affordable housing. There was conversation around brainstorming on if and how the Housing Board should be

taking lead on community engagement and what the best methods are to execute it. Ms. Schaal said this issue has expanded past just affordable housing, and the idea of a forum being held for conversation was proposed. Ms. DeVito spoke on what "Housing for All" should mean.

Ms. Pitek asked questions surrounding how one can join the Board.

- X. Adjournment
Motion: Laurie Wilson
Second: MaryBeth Schaal
Adjourned: 9:43 am

Next meeting of the Housing Board will be April 28, 2022
McCoart Building – Occoquan Room
1 County Complex Ct., Woodbridge, VA 22192

Prepared by: 
Danica Blount, Clerk

Approved by: 
MaryBeth Schaal, Secretary