

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF THE
LANCASTER COUNTY HOUSING AUTHORITY
APRIL 23, 2024
28 PENN SQUARE, SUITE 100
LANCASTER, PA 17603**

The members of the Board of the Lancaster County Housing Authority met Tuesday, April 23, 2024. 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, Melinda Kaufman, Gerald Robinson and Jim Williams.

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; Scott Fredo, Director of Finance and Administration; Audrey Steinmetz, Director Tenant and Landlord Services; Jocelynn Naples, Director of Communications, Development and Special Projects; and Beth Dreyer-DeGoede, Secretary.

Also in attendance: Tim Stuhldreher, Editor *OneUnitedLancaster.com*.

Mr. Fisher called the meeting to order at 4:15 p.m.

Public Comment – None.

Minutes of the February 2024 meeting were approved. The motion was made by Ms. Kaufman, second by Mr. Jim Eby and unanimously accepted.

Communications – None.

Staff Reports: Ms. Steinmetz reported that the US Department of Housing and Urban Development (HUD) is requiring NSPIRE training by October. The Housing Authority is going to purchase a package that includes self-paced training with certification for inspectors, staff, landlords and tenants. Mr. Fisher noted that he is interested in seeing the training as well. Mr. Jim Eby asked about changes that are being made. Ms. Steinmetz noted that the videos can be shared and a summary can be provided to the board.

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

The Financial Report for the months of February and March 2024 were approved on a motion by Mr. Jim Eby, second by Mr. Williams and unanimously accepted. Mr. Fredo noted that \$2 million in Emergency Rental Assistance reimbursements came in March. Mr. Fisher noted that the Housing Choice Voucher program is one of the best housing programs that is available.

Committee Reports – None

New Business:

- 1) The board approved a Request for Proposals for a Certified Public Accountant to perform audit services. Mr. Fredo that that this is a requirement from HUD. Ms. Kaufman asked who our current auditor is, and Mr. Fredo noted it was Polcari and Co. The motion to approve was made by Mr. Williams, second by Mr. Robinson, and unanimously carried. (A copy of said Resolution [APR 24 #3] is attached hereto and made a part hereof).

NOW, THEREFORE, BE IT RESOLVED by the Board of the Lancaster County Housing Authority to approve a Request for Proposals for a Certified Public Accountant to perform an audit of its financial statements for a specified period of time.

Other Business:

Mr. Fisher announced that the next meeting of the Board of the Lancaster County Housing Authority is expected to be held Tuesday, May 28, 2024, after the 4 p.m. meeting of the Lancaster County Land Bank Authority.

The meeting was adjourned at 4:25 p.m.



Beth A. Dreyer DeGoede, Secretary