

FRANKLIN COUNTY HOUSING AUTHORITY
BOARD MINUTES
JANUARY 10, 2022
ONLINE ZOOM MEETING – COMPUTER AND PHONE

In Attendance: Maureen O'Malley, Sam Smith, Lenore Wyant, Wesley Fugate, Dr. Linda Thomas Worthy
Staff in Attendance: Susan Pettyjohn, Lisa Bryan, Christine Lagana, Jessica Runshaw

I. Call Meeting to Order – Sam Smith

II. Public Meeting - 2022 FCHA Annual Plan Review

- Jessica Runshaw reviewed changes to the Section 8 Admin Plan to be implemented on April 1, 2022. Proposed changes include: add Bridge Rental Assistance Subsidy Vouchers to programs; 30 days for reasonable accommodation review; added reasonable accommodation appeal and language services verbiage; participants must not be receiving duplicate subsidy; individual confined to nursing home/hospital not considered family member; verbiage added in Introduction section; EIV system searches added; wait list opening posted on Facebook; interim change verbiage added; pre-inspections and move-out inspections added; annual reexaminations may be conducted via mail/email/fax if needed; added mandatory policies, informal hearing, and review procedures verbiage; updated project-base verbiage.
- Christine Lagana reviewed changes to the Public Housing ACOP, Lease, and Handbook. ACOP changes include: oral interpretation policy verbiage updated; tenant must not be receiving duplicate subsidy; EIV system searches added; updating ACOP to reflect pet policy changes; remote informal hearings and verbiage added; hearing-related documents copied at no cost to family; hearsay evidence at hearings will only be considered if it is corroborated by other evidence. Lease changes: addition to charges for utilities; updates to pet policy. Handbook change: addition to yard regulations.

III. Public Comment – None

IV. Review and Approval of 12-13-21 Minutes–Motion to approve minutes first by Fugate, second by Wyant. Motion carried unanimously.

V. New Business

1. Resolution 2022-1 FCHA 2022 Annual Plan Board Resolution
 - Motion to approve write offs first by Fugate, second by O'Malley. Motion carried unanimously.
2. Resolution 2022-2 Write Off Vacated Tenant Accounts
 - Motion to approve write offs first by Fugate, second by Wyant. Motion carried unanimously.

VI. Old Business – None

VII. Fiscal Reports - Susan Pettyjohn

- COCC Financials – Not available due to early meeting date.
- Section 8 Financials – Not available due to early meeting date.
- Public Housing Financials – Not available due to early meeting date.
- Capital Fund Program Report – 12/31/21 reviewed. \$36,546 expended in December; \$10,713 in soft costs; \$25,834 in capitalized costs which included Garage Addition-\$16,231 and Faucet & Sink Replacement-\$8,893. Both are fully expended.
- Occupancy Report – 12/31/21 reviewed. AMP1 has three vacancies. AMP2 has nine vacancies-two of these are offline for modernization. AMP3 has two vacancies. AMP4 has four vacancies.

VIII. Executive Director Report

- A property manager was hired for Chambersburg with starting date of January 26.
- Linda Thomas Worthy and Maria Yaremchak will be discussing ways to keep staff and residents safe as COVID numbers are rising in this area.
- FCHA is one of the few housing authorities that did not close or furlough employees during the pandemic.

IX. Other General Information – None

X. Executive Session – Staff Issues

- Motion to move to Executive Session first by Fugate, second by O'Malley. Motion carried unanimously.

XI. Return to Public Session

- Motion to return to Public Session first by O'Malley, second by Wyant. Motion carried unanimously.

XII. Adjournment – Motion to adjourn first by O'Malley, second by Wyant. Motion carried unanimously.

Next Meeting: Monday, February 28, 2022 at 3:00 p.m. via Zoom.

Respectfully Submitted by,

Lenore Wyant
Secretary