

## **ORANGE COUNTY HOUSING AUTHORITY BOARD**

### **Minutes**

**July 21, 2021, 6:00 PM**

**Virtual Zoom Meeting**

**Members Present:** Evelyn Johann, Michael Webb, Corey Root

**Absent:** Tammy Jacobs, Paul Reynolds, Adejuwon Ojebuoboh

**Staff Present:** Corey Root, Director, Housing & Community Development, Blake Rosser, HCV Program Manager, Alycia Brown, HCVP Coordinator

### **Welcome/Introduction**

Blake Rosser called the meeting to order at 6:05 pm.

Blake Rosser inquired who was the vice chair for OCHA. Evelyn Johann responded not knowing who is the vice chair. Blake Rosser stated Phil Venable has resigned from the OCHA board. Due to the absence of boardmembers and no quorum to take place, Blake proposed to proceed with updating present members and manage the meeting.

Introduction of meeting attendees:

Blake Rosser – HCVP Program Manager  
Alycia Brown – HCVP Coordinator  
Corey Root – Executive Program Director  
Evelyn Johann – Board Member  
Michael Webb – Board Member

### **HCV Program Manager/County Report**

#### *General Department Updates*

Corey Root –

Service providers working with other program partners and services in regards to Emila Sutton's work and contribution. Corey appreciates the partners in and out of area. Emila reorganized the Housing & Community Development and the OCPEH was moved under the OCHCD. Emila combined the county and municipalities' separate programs of rental assistance under one program called the 'Emergency Housing Assistance Program'. This program creation was a response to COVID. OCPEH staff has increased from one staff member to 4 and developed new programs under the OCPEH. Corey's goal is to continue the work begun by Emila Sutton.

Changes of HCV personnel; Blake as the new HCVP manager. Katricia Welliford, the new Housing Specialist and Tim Stone as the new HCVP HQS Inspector.

Blake introduced and explained the changes of the admin plan by HUD allowing these changes with the COVID waivers. Changes to the admin plan would need to be voted on before the end of the year. Unless waivers are extend.

Utilization and voucher issuance report to be presented at the next board meeting.

Emergency voucher issuance discussed – preference category 19 vouchers are awarded. Ease of the process of issuing vouchers. In addition to EHV voucher, \$3500 service fees for each voucher. Admin fees to LIP – recruitment tool. Housing inventory is very low. \$1000 signing bonus - \$500 renewed contracts - \$200 renew current tenants.

Blake described the Landlord Incentive Program. Successful overall. Landlords are appreciative of the program. A positive response overall for recruitment.

No questions offered from board members.

Blake shared the two year tool – explain the use of the spreadsheet pointing out the reserves.

Michael Webb inquired about the FMR and increase to 110% - Blake answered we are currently at 100%.

Blake mentioned the submission of the VMS report. Blake explained the finances of the program – UNP has not been reported correctly – outside consultant and in house finance department working to get finances in order. Explained the expenses that were in our accounts were incorrect.

Blake announced the Homeownership voucher program to be reactivated in the near future.

Blake announced more HUD VASH vouchers are to be issued and in the process of working with VA office to request more.

### **Other Business**

The board received applications to review to fill vacancies on the board. Staff will call to see if the applicants are still interested in serving on the board.

Recruitment of board member – brainstorm, ideas

Corey as Executive Director roles – nonvoting member – should not vote on any items – if that was followed in practice – what are the roles and responsibilities of the Executive Director – who should be the Executive Director – Blake will follow up

Evelyn had not attended the board trainings – Michael did review the power point presentation but did not actively attend.

Questions – Expectations or board – how has the board meeting run in the past – what is expected – what can do going forward

Report presented has changed – utilization report – Evelyn non personal meeting an organizational chart – last discussion how difficult to streamline the problems – chart is much easier for her

There being no further business the meeting was adjourned at 7:19 p.m.

Respectfully Submitted: Alycia Brown