Minutes
Regular Meeting April 22, 2021
Dawson Beach Community Center

I. Call to Order – 8:36 a.m.
   Roll Call
   Board Members Present
   Sandra Dawson, Commission on Aging
   Kara Pitek, at Large (via Web Ex)
   Mary Beth Schaal, Brentsville
   Karen DeVito, Neabsco
   Stephany Ospino, Woodbridge
   Karen Smith, Disability Services Board (Via Web Ex)

   County Staff Present
   Elijah Johnson, Deputy County Executive (Via Web Ex)
   Billy J. Lake, Director
   Joan S. Duckett, Assistant Director
   Kimberly A. Lawson, Administrative Coordinator

   Absent
   Robert G. Sharpe, Occoquan
   Robert Gudz, Coles
   Hilda Barg, Social Services Board
   Mary Lively, Potomac

II. Introductions

III. Approval of Minutes
    March 25, 2021
    Motion: Sandra Dawson
    Second: Mary Beth Schaal
    Status: Passed

IV. Citizens’ Time

V. Presentation – Manual Ochoa, Regional Analysis of Impediments for the Metropolitan
   Washington Area – Mr. Ochoa explained the Regional Analysis of Impediments and the work
   they are beginning for the Regional Analysis of Impediments for the Metropolitan Washington
   Area. Sandra Dawson questioned if Aging was a listed Federal protected Class. Answer: Yes, it is
   a part of list in the Analysis of Impediments. Kara Pitek questioned are the findings in the final
   Fair Housing report going to be the same for all participating local Governments to implement
   or will HUD determine and require implementation. Answer: All Jurisdictions will have goals and
   actions. Mary Beth would like the report for Baltimore County and Richmond to be able to draw
   a comparison to the Washington Metropolitan Region. Answer: Yes, we can send those. Sandra
also asked for PowerPoint. Answer: Yes. Sandra questioned doing this regionally does it dilute what specific Counties need to address as local Fair Housing impediments. Answer: No, Counties still have to perform an Analysis of Impediments for the County and will have Goals and Actions.

VI. Financial Status
a. Preliminary Revenue and Expenditures Overview for the Period ending March 31, 2020
   Mr. Lake reviewed the monthly Revenue and Expenditure report with the Board.

b. HCV Voucher Issuance Status
   Mr. Lake reviewed the monthly Voucher Issuance Status.

VII. Old Business
a. EHAP Report
   There are 11 applications under review. The program funded 373 families with 4 million 36 thousand dollars. Under CDBG-CV there is approximately $1.7 million dollars left to provide mortgage and utility assistance to eligible households.

VIII. New Business
a. Nominating Committee for Election of Officers
   Those volunteering for the Nomination committee are Stephany Ospino; Mary Beth Schaal and Ms. Karen DeVito

b. Approve HCV PHA Annual Action Plan
   Motion: Sandra Dawson
   Second: Mary Beth Schaal
   Status: Approved

c. Endorse Consolidated Housing and Community Development Annual Action Plan Federal Fiscal Year 2021 (FY2022)
   Motion: Mary Beth Schaal
   Second: Kara Pitek
   Status: Approved

d. Housing Board Remote Participation Policy – including Budget Amendment
   Guidance given to the Housing Board regarding electronic/virtual attendance at meetings. The Policy states that Board Members can be virtual if they meet the following requirements:
   • If unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the member's physical attendance; or
   • Such Board Member is unable to attend the meeting due to a personal matter and identifies with specificity the nature of the personal matter
Participation by a Board Member pursuant to this subdivision is limited each calendar year to two meetings the Board Member shall NOT:

- Be visible or audible to other Members of the Board, regardless of whether the other Board Members are physically present; or
- Communicate by any means with other Members of the Board or their staff, until the meeting is adjourned; or
- Be counted as present for any purpose; or
- Participate in any way

The Board Member attending through electronic/virtual methods shall provide assurances and verification that monitoring any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities, and the Board shall note within the meeting minutes each member electronically monitoring the meeting.

IX. Miscellaneous

X. Member’s Time
Karen DeVito – Dawson Beach will be having their Life Skills Graduation on May 13, 2021. FSS is working on a Second Life skills class.

XI. Adjournment
Motion: Sandra Dawson
Second: MaryBeth Schaal
Adjourned: 9:36 a.m.

Next meeting of the Housing Board will be May 27, 2021
Dawson Beach Community Center at 8:30AM

Prepared by: Kimberly A. Lawson, Clerk

Approved by: Hilda Barg, Secretary