



MINUTES

Regular Meeting January 22, 2026
McCoart Building – Occoquan Room

I. Call to Order – 8:39 a.m.

Roll Call

Board Members Present

Robert Sharpe, Occoquan

Patrick Sowers, Community Services Board

Ferron Morton, Resident of Housing Choice Program

Markus Crewe, Potomac

Carmen Rodriguez, At-Large

Retta Young, Neabsco

County Staff Present

Joan S. Duckett, Director

Angela Bassette, Assistant Director

Joleana Singleton, Senior Business Services Analyst

Julie Roane, Administrative Coordinator

Elijah Johnson, Deputy County Executive

Candice Stancil, Coordinated Entry

Citizens

Absent

Deja Redding, Woodbridge

Scott Connelly, Brentsville

Jacob Mosser, Social Services Board

II. Introductions

No formal introductions were made during the meeting.

III. Approval of Minutes December 4, 2025

Motion: Carmen Rodriguez

Second: Markus Crewe

Status: Approved

IV. Citizens Time

No citizens attended the meeting.

V. Financial Status

- a. Preliminary Revenue and Expenditures Overview for the Period ending December 31, 2025
Ms. Joleana Singleton presented the financial reports for December 31, 2025, which included a summary report on revenue and expenditures. Ms. Singleton reported that the Emergency Housing Voucher Program will be ending in 1 year. The program participants will be absorbed in one of the other waitlist voucher programs. Ms. Singleton expanded on the list of programs in the report which included a summary of revenue and expenditures.
- b. HCV Voucher Issuance Status – Lease-up Report
Ms. Joan Duckett provided an update on voucher utilization and lease up activity for the HCV and Special Voucher Programs as of December 31, 2025. During the discussion, Ms. Duckett explained that HUD has implemented a moratorium and has instructed that no one from the HCV, Mainstream and NED waitlist should be contacted. Ms. Duckett reported that the agency is billing voucher participants who wish to port in and relocate to Prince William County. Ms. Duckett announced she has received a notice regarding funding opportunities for Veteran's who receive rental assistance. She will be exploring potential funding avenues to support better outcomes for veteran families in need.

VI. Old Business

- a. SPARC Report
Ms. Angela Bassette provided an overview and summary of funds for the Sponsoring Partnerships and Revitalizing Communities (SPARC) Program. Ms. Bassette reported in FY25 20-million dollars was spent. Currently we have 800k remaining. SPARC funding has been fully utilized, and additional funds may become available following VHDA's review.

VII. New Business

- a. Presentation Overview of OHCD
Ms. Duckett provided an overview on the history and mission of the Office of Housing and Community Development. Ms. Duckett reviewed the department's affordability and assistance programs, including federal, state, and locally funded initiatives, as well as updates related to the Affordable Dwelling Unit (AfDU) Ordinance and the Affordable Housing Fund.

VIII. Miscellaneous

Ms. Candice Stancil shared information regarding the at risk of homelessness. She reported that Coordinated Entry has screened approximately 428 households, which includes a total of 622 individuals as of August 2025. The Coordinated Entry team is working on data collection related to homelessness. Ms. Stancil reported rental assistance is also available.

IX. Member's Time

Patrick Sowers - Working on a program with partners and would like to talk to board in the next few months.

Robert Sharpe – Noted that he is monitoring updates related to the Telegraph Road realignment.

X. Adjournment – 9:56 a.m.
Motion: Patrick Sowers
Second: Carmen Rodriguez
Status: Approved

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*Next meeting of the Housing Board will be February 26, 2026
McCoart Building – Occoquan Room
1 County Complex Ct., Woodbridge, VA 22192*

Prepared by: 
Julie Roane, Clerk

Approved by: 
Patrick Sowers, Secretary