



BOARD OF COMMISSIONERS
REGULAR BOARD MEETING MINUTES
Wednesday, September 8, 2021-5:30 p.m.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:33 p.m. by Vice-Chairperson Matthew Graves. Also present were, Commissioners Karen Hutchinson, Heather Casey, Maureen Hamm, and Christine Stuart. Chairperson Mark Palajac had an excused absence. Present from LHA were Executive Director D’Jon Scott-Miller, Housing Analyst Monica LiMarzi, and Public Housing Manager Diana Thomas.

2. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF: August 11, 2021.

A motion was made by Commissioner Hamm to approve the board meeting minutes of August 11, 2021. Commissioner Stuart seconded the motion and it passed with a vote of 5 ayes.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Matthew Graves	X		
Maureen Hamm	X		
Heather Casey	X		
Karen Hutchinson	X		
Christine Stuart	X		

3. PUBLIC COMMENT

None.

4. STAFF REPORTS

A. Report from the Executive Director

There were 7 housing choice vouchers issued in August and the success rate decreased from 72% to 69%. D’Jon made mention that Chairperson Palajac emailed and inquired about a signification increase in the success rate between 0-30 days. D’Jon advised the increase was due to the issuance and lease up of project based vouchers and Mainstream voucher holders who receive housing navigation services, assisting with the search and securing of units.

There are six (6) voucher types currently, Homeownership (1), Mainstream (15), Port-Ins (6), Project-Based (58), Tenant Based (425), and VASH (8) totaling 513 vouchers currently leased. In the month of August 2021 Housing Assistance Payments (HAP) HAP totaled \$775,877.

The overall occupancy rate increased to 98.80% with 1 move-in. Tenant Accounts Receivables are overall 105.51%. D’Jon advised that more funds have been received from The Emergency Rental Assistance Program (ERAP) for residents in arrears.

Annual reexaminations for HCV and Public Housing are up to date with Interim reexaminations being processed throughout the month. Work orders continue to be addressed and closed timely.



D'Jon advised there has been no update on the Section 22 Streamlined Voluntary Conversion application submitted to the Special Application Center in June. It is currently still under review.

5. COMMUNICATIONS

None.

6. REPORTS/ITEMS FROM COMMISSIONERS

None.

7. COMMITTEE REPORTS

A. Personnel Committee

Committee Chairperson Stuart advised there were two committee meetings to conduct a mid-year review of the Executive Director goals for calendar year 2021. During the second meeting, D'Jon was present and provided comments on the goals that were set along with the completion status. Most of the goals have been met with the exception to a loan with Fremont Bank for renovations at Bluebell Apartments

B. Strategic Planning Committee

Committee Chairperson Graves advised there was a committee meeting that included staff members from the City of Livermore to discuss California's upcoming Notice of Funding Availability (NOFA) for Homekey funds and how the City and LHA can partner to utilize funds to house homeless families.

Possible uses of the funds include (1) purchase of Chestnut Apartments, Las Posadas Apartments, and affordable buildings at Bluebell Apartments, (2) rehabilitation of Chestnut Apartments, Las Posadas Apartments, and affordable buildings at Bluebell Apartments, (3) purchase of rent restrictions of Leahy Square vacant units, post conversion and (4) purchase of vacant buildings and adding project based vouchers.

The meeting was informational and exploratory to see if there was interest in partnering on an application to the State and maximize housing opportunities for homeless families. D'Jon advised he will be submitting a letter of interest to the City which will outline the projects that LHA is willing to partner on and will likely submit an individual application to the State along with joint applications.

8. ADJOURNMENT

The board meeting adjourned at 6:00 p.m.