

Minutes of the July 26, 2023 Meeting of the
Eastern Shore of Virginia Housing Alliance
The Enterprise Building
Accomac, Virginia

Directors Present

Diana Giddins
Faith Custis
Shenia Davis
Angel Collins
Doreen Simmons

Michael Selby
Mildred Blake
Bridgechelle Warner
Ellen Richardson

Directors Absent

Alice Jones
Earnest Smith, Jr.

Gracie Milbourne

Others Present

Elaine Meil
Sandy Taylor

Leanna Rasmussen
Russ Williams

1. Call to Order

President Custis called the meeting to order at 6:02 p.m.

2. Invocation

Director Warner gave the invocation.

3. Minutes of the May 24, 2023 Meeting

Minutes of the May 24, 2023 Meeting were presented.

Board approval of the May 24, 2023 Minutes was requested.

Director Davis moved to approve the May 24, 2023 Minutes, while it was seconded by Director Richardson. The motion was carried by unanimous vote.

4. Bills Payable / Financial Statement

Board approval of the following Bills Payable / Financial Statements was requested:

ESVHA Bills Payable:	
A-NPDC: May and June Expenses:	\$18,336.07
Pine Street Apartments:	
Taylor Bank Operating Reserves	\$99,894.41
Bailey Road Apartments:	
LGIP Reserve	\$91,700.33

Director Davis moved to approve the Bills Payable / Financial Statement as presented. Director Richardson seconded the motion and was carried by unanimous vote.

5. Current Financial Status Report

The report indicated that 79.08 percent of the Administrative Budget and 83.68 percent of the Construction / Client Services Budget has been expended while 100 percent of the fiscal year has passed.

Director Giddins moved to accept the report as presented. Director Richardson seconded the motion and was carried by unanimous vote.

6. Property Management

Pine Street Apartments

There were two vacancies. There were two families that were behind on rent. Court action was in process, and two evictions were pending. Staff was working towards getting the accident repairs started. A car had jumped the curb at building 2 and struck the brick wall. The damage was severe enough to bring in an engineer to determine the plan for repair. The contractor and insurance company were in negotiations. There were two delayed issues, the replacement of a dehumidifier and gutter cleaning. Staff continued to conduct unit turns. There has been a recent problem with vandalism. A resident had been going behind the buildings and tampering with electric services. On at least two occasions, the meter seals had been broken

Bailey Road Apartments USDA Project

The Bailey Road Apartment property manager, Colin Kean, reported the property had six vacancies. Four vacancies were reported to be occupied by the end of the month. The vacancies were the result of court action for delinquent rent. Three families were delinquent, and court action was pending. Staff was working on unit turns.

Ms. Meil mentioned that Bailey Road has a total of 24 Apartments, two of which are handicap accessible. These apartments are for Perdue and Tyson plant workers, Farmers, and Agriculture workers.

Accomack Manor

There were no vacancies. There were no families delinquent on rent.

Maintenance was updating all apartments as they became available with new paint, carpet, vinyl and lighting fixtures.

7. Indoor Plumbing / Rehabilitation Program

- IPR Program Rehab Oversight Board:
 - The board met on June 13th to approve the well and septic bids.
- 2022 IPR Flex Program:
 - The homes were completed. Staff was waiting on a well and septic to be installed.
- IPR Program Income:
 - No update

Director Davis moved to approve the financial records. The motion was seconded by Director Richardson, and was carried unanimously.

8. Housing Services Programs

Total Assessments as of June 30, 2023: 186 (157 from ESVHA and 29 from ESCADV)

Serving:

Prevention: 4

Rapid Rehousing: 2

Qualified and Searching:

Prevention: 0

Rapid Rehousing: 0

Closed Cases that have received funding:

Prevention: 3

Rapid Rehousing: 10

Closed Cases that have not received funding:

Prevention: 12

Rapid Rehousing: 38

Receiving Budgeting and Case Management (does not qualify for financial assistance):

Open: 2

Closed: 2

Budget:

Prevention: \$28,000.00 - \$28,000.00 (\$0 remaining)

Rapid Rehousing: \$47,480.00 - \$47,480.00 (\$0 remaining)

Estimated Date for Running out of Funds:

Rapid Rehousing: March 2023. Actual date was April 2023.

Prevention: June 2023. Actual date was June 2023.

Continuum of Care (CoC)

Community Partners of the Eastern Shore's General Membership met on July 12th. A presentation was made by Virginia Heals on their Trauma Informed Toolkit. The HMIS committee had started discussions concerning the 2024 Point-In-Time homelessness count to be conducted next January. Year-2 of the 2-year Continuum of Care/VHSP grant was expected to be awarded with level funding. Closeout processes for year-1 were underway.

Mr. Williams explained the objective of the homeless prevention program.

Director Giddins asked if someone is living in a home and struggling to pay rent if that qualified for the Section 8 program. Mr. Williams expressed that clients may stay where they currently rent if the landlord agrees to accept the Section 8 voucher. Additionally, the unit would have to pass an inspection. He also notified the Board that HUD has updated the rental allowances and that should help individuals qualify for housing assistance.

Director Collins asked how often briefings were held. Mr. Williams explained that briefings were being held twice a month, and that it depends on how many clients the A-NRHA has during that month.

9. Executive Director's Report

Bayview Property Sale:

No updates.

Bailey Road Apartments

Trash had accumulated in the woods at one of the A-NRHA properties. Housing Specialist Matthews walked the treeline and determined that the woods at Bailey Road were clear of trash. Staff would continue to periodically monitor the property. The property manager had told staff that the road at Bailey Road Apartments needed improvement. Staff had requested he obtain quotes for the entire road and also just the most used part near the office.

10. Public Participation

There was no public participation at this time.

11. Other Matters

There were no other matters.

12. Adjournment

There being no further business brought before the Board of Directions, the meeting was adjourned.