

**ERIE COUNTY HOUSING AUTHORITY
SPECIAL MEETING
WEDNESDAY, MAY 28, 2014
4:00 P.M.
CORRY HOUSING AUTHORITY
ADMINISTRATIVE OFFICE
120 SOUTH CENTER STREET
CORRY, PA 16407**

Mr. McGoey called the Special Meeting of the Housing Authority of the County of Erie to order at 4:01 p.m., with the following present by telephone:

BOARD

James McGoey, Chairperson
Diane Madara, Vice-Chairperson
Dave Robinson, Member

ABSENT

Sister Christine Vladimiroff, Member

STAFF

Mike McNierney, Executive Director
Beverly Weaver, HR Director
Rachel Petty, Administrative Assistant

BOARD MEMBER REPLACEMENT

Mr. McNierney advised that he and Mr. McGoey had met with Kathy Dahlkemper, County Executive, relative to the board position vacated by the resignation of Bishop Rowe. He said he welcomes any recommendations and requested names of potential candidates be submitted to him.

MINUTES

After discussion and On MOTION by Mr. Robinson, seconded by Mr. McGoey, the minutes of the Regular Meeting of April 3, 2014 were approved as submitted. AYES: All.

FINANCIALS

APPROVAL OF BILLS

After discussion and ON MOTION by Mr. Robinson, seconded by Ms. Madara, the Erie County Housing Authority approved the bills paid from March 1, 2014 to April 30, 2014. AYES: All.

STANDARD REPORTS

Ms. Weaver reviewed the written Standard Reports including Vacancies, Waiting Lists, Delinquencies and Erie County Section 8 Housing Choice Voucher Program. She reminded the board that the Waiting List is still closed as of February 12, 2014.

ENERGY AUDIT & GREEN PHYSICAL NEEDS ASSESSMENT (GPNA)

Mr. McNierney stated utility consumption is still being gathered for the Energy Audit and he hopes to have some results of both Audits by the next meeting date.

PUBLIC HOUSING ASSESSMENT SYSTEM (PHAS) SCORE

Mr. McNierney advised the PHAS Total Score was 96% out of 100%; the Total Financial Score Unrounded was 25 out of 25 and the Total Capital Fund Score was 10 out of 10. He credited the charge offs made last year as helping to increase the score.

SECTION 8 MANAGEMENT ASSESSMENT PROGRAM SCORE (SEMAP)

Mr. McNierney stated the SEMAP score for its fiscal year ending December 12, 2013 is 100% and the SEMAP designation is High Performer. He read aloud the letter from Ms. Molinaro-Thompson and noted that he is pleased with the results. Mr. McGoey commended the authority for a job well done.

OTHER BUSINESS

RESOLUTION AMENDING EMPLOYEE HANDBOOK

Ms. Weaver reviewed the proposed amendments to the Employee Handbook.

After discussion and ON MOTION, by Mr. Robinson, seconded by Ms. Madara, the Housing Authority of the County of Erie adopted Resolution 2014-2, amending the Employee Handbook as submitted. AYES: All.

RESOLUTION APPROVING FLAT RENT POLICY UPDATES

Mr. McNierney reviewed the proposed changes to the Flat Rent Policy.

After discussion and ON MOTION, by Mr. Robinson, seconded by Ms. Madara, the Housing Authority of the County of Erie adopted Resolution 2014-3, approving the Flat Rent Policy Updates as submitted. AYES: All.

RESOLUTION APPROVING UTILITY ALLOWANCE REVISIONS

Mr. McNierney reviewed the proposed Utility Allowance Revisions.

After discussion and ON MOTION, by Mr. Robinson, seconded by Ms. Madara, the Housing Authority of the County of Erie adopted Resolution 2014-4, approving the Utility Allowance Revisions as submitted. AYES: All.

PROPOSED BOARD MEMBER TERMS

Mr. McGoey reviewed the newly proposed expiration dates of Erie County Housing Authority board members. Mr. McNierney stated the staggered terms have been lost, leaving a number of board members terms to expire in 2016. He reiterated that he had spoken with Kathy Dahlkemper, County Executive, about resetting the expiration dates and he would return to the board after the matter was approved by County Counsel.

UPDATES

CIVIL SERVICE COMPLAINT

Mr. McNierney stated there is no change and the matter is still awaiting adjudication.

ADJOURNMENT

There being no other business and ON MOTION by Mr. Robinson, seconded by Ms. Madara, the Erie County Housing Authority adjourned the Special Meeting at 4:21 p.m. AYES: All.