

**HOUSING AUTHORITY OF  
ST. MARY'S COUNTY, MARYLAND (HASMCM)  
BOARD OF COMMISSIONERS MEETING**

Wednesday, February 22, 2023  
21155 Lexwood Drive, Suite C  
Lexington Park, MD 20653

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**MINUTES**

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**Roll Call**

Tina Dean, Chair (Absent)  
Michael Bellis, Vice Chair  
Roy Alvey, Commissioner  
Joshua Brewster, Commissioner (via Teams)  
Natalie Weech, Commissioner  
Alexis Zoss, Commissioner (via Conference Call)  
Andrea Cummings, Commissioner (Absent)  
Simone Ross, Executive Director  
Tomica L. Scriber  
Barbara Gatton

**Call to Order**

The meeting was called to order at 5:25 P.M.

**Minutes Corrections or Additions: January 25, 2023**

A motion was made by Commissioner Natalie Weech to approve the minutes from January 25, 2023, and was seconded by Commissioner Roy Alvey; and passed by unanimous vote. Minutes to be publicly posted on website.

**2021 Audit**

No updates. Commissioner Natalie Weech suggested creating a committee to discuss the recommendations.

**ERAP (Emergency Rental Assistance Program) Update**

St. Mary's County has been awarded \$1,400,000 for ERAP 2. As of January 24, 2023, we have received 1,510 applications for the entire program. As of January 24, 2023, we have dispersed \$4,383,921 in ERAP 1 funds and \$626,083 in ERAP 2 funds. We have been given until 2025 to spend the ERAP money.

**HASMC 2022 Operating Budget**

The salary budget was discussed as to why it was underspent, and Executive Director discussed ideas and plans to improve staff retention.

**Financial Reports**

There was discussion on the various bank accounts. Vice Chair Michael Bellis recommended hiring a Chief Financial Officer or a financial planner.

**Information Technology Purchases**

The IT company will be coming in the next week to start the transfer process.

**Behavioral Health & COVID Services HUB**

No update.

**Indian Bridge Update**

Executive Director met with Brent Guy on March 1, 2023, and was told the process is in the due diligence stage currently.

**Victory Woods, Phase II**

No update.

**Villas at Lexwood**

No update.

**2023 HUD PHA Plan**

The 2023 HUD PHA Plan was rejected by HUD and sent for revision due to administrative errors. Revisions were made and the PHA Plan was resubmitted on February 10, 2023.

**HASMC By-Laws**

No update. Committee expected to start in Spring 2023.

**MEA Grant No. 2022-21-331S1**

Audited 9 eligible homeowners, deemed 1 homeowner ineligible, and completed 5 households. More applications have been placed at the Jarboe Center.

**Community Legacy Grant No. SRP-CL-2019-HASStMarys-00331**

There was a discussion on the plans for the space, which cannot be completed due to SMECO utility equipment discovered that cannot be moved.

**Community Legacy Grant No. SRP-SDF-2020-HASStMarys-00426**

No updates.

**Community Legacy Grant No. CL-2021-HASStMarys-00269**

No updates.

**DOE Weatherization Assistance Program**

21 units have been completed; 1 unit in Work Ordered status; 5 units in Inspected status. The average job cost is \$4,519. Current budget balance is \$348,914

**EmPOWER Program**

2021 – 2023 Cycle: Second modification for \$1,584,000 signed by HASMC on 02/13/2023. 90 units have been completed; 8 units in Audited status; 20 units in Work Ordered status; 5 units in

Measures Installed status; 10 units in Inspected status. The average job cost is \$5,546. Current budget balance \$641,876

**Maryland Energy Efficiency Tune-Up**

Applications are being sent to individuals that call and request information.

**Maryland Energy Assistance Program**

No updates.

**Additional Topics**

- The Jarboe building is being paid off.
- The Building Bridges is having a fundraising gala on May 20<sup>th</sup> at 5 pm at the Bay District Fire Department.
- Vice Chair Michael Bellis inquired if all rental units owned by us are out of rental arrears, and Executive Director will follow up.
- Commissioner Natalie Weech inquired about the remodeling and vacancies, which are being handled by Cheseldine to make-ready and fill.
- Executive Director sent the Board a 30-day report via email.
- Commissioner Roy Alvey inquired about the benefits after retirement from the County transition. Commissioner Roy Alvey has talked to the County Commissioners regarding this, and Executive Director will follow-up in writing.

**Adjournment at 8:28 P.M.**

A motion was made by Commissioner Natalie Weech to end the meeting; seconded by Commissioner Roy Alvey; and passed by unanimous vote.

**Next Regular Meeting**

Scheduled for March 22, 2023.

**SUBMITTED:**



Simone Ross  
Executive Director/Secretary

**ACCEPTED BY:**



Tina Dean, Chair