

**Darke County Metropolitan Housing Authority
Regular Board Meeting Minutes
1469 Sweitzer St., Greenville, OH 45311
July 14, 2026, 2:00 p.m.**

Members Present:

Brian Wagner
Rachel Neal
Jeff Whitaker
Amy Erisman
ReNee Shuttleworth

Members Absent:

Courtney Spencer

Staff Present:

Megan Campbell

Roll Call

Chairperson Amy called the meeting to order at 2:12pm. Quorum was established.

Approval of Previous Minutes

Minutes from the Regular Board Meeting that took place on 4/22/26 & Special Board Meeting Minutes that took place on 6/2/26 were reviewed. Amy made a motion to approve both dates. Jeff seconded the motion. Motion carried.

Bills and Communications

Financial reports that were sent to members on 5/21/26 for fiscal months March and April 2026 had not yet been reviewed. Item will be moved to October agenda.

Report of the Director

Megan reported on current voucher numbers. There are currently 194 HCV & 13 VASH program participants. The wait list for the HCV program for Darke County is at 288 as of 7/8/26. Megan reported that she had an impromptu check-in call with HUD representative, Felicia; in which Megan learned about a new dashboard showing utilization and fiscal information. Megan reported on sending an email to shortfall department within HUD to inquire about the status of DCMHA's shortfall and the need to reach out to the Financial Analyst to discuss the potential of being able to release new HCV vouchers in the future. Megan provided an update on the Emergency Homeless shelter, sharing that many critical updates continue to be underway, and expressed excitement for the future of the shelter and how it will serve the community.

Report of Staff

None

Old Business

Megan verified that the SEMAP Corrective Action Plan was submitted to HUD 6/2/26, and just prior to today's meeting she received official communication from HUD that the plan she submitted was accepted. Megan also verified that the Utility Allowance Scheduled for 2026-2027 officially went into effect 7/1/26. Megan provided an update that she completed NSPIRE HQS Inspection training 6/10/26 and a plan is in place for her to begin routine quality inspections to ensure ongoing SEMAP compliance with indicators 5 & 6. Megan provided an update on how the first RAB meeting held on 4/29/26 went. There was great engagement from those that attended.

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New Business

Megan presented the board of commissioners with the 2026 Annual PHA Plan documents HUD forms 50075-ST, 5007-ST-HCV-HP, and 50077-SL, and reviewed results of public hearing held on 7/9/26. No public comments or RAB comments were received. Amy proposed the adoption of a Board Resolution authorizing submission of the 2026 Annual plan to HUD. Jeff made a motion to approve the Resolution authorizing submission of the plan. Rachel seconded the motion. The motion carried unanimously.

Megan provided the board of commissioners with information on two HCV voucher recipients that had to be issued moving vouchers due to their landlord not complying with HCV HQS obligations, and refusal to communicate with PHA staff. Both clients currently located at 503 E 3rd Street in Greenville have been issued 60 day moving vouchers due to their landlord cutting the electricity off from their homes after they refused to pay additional money to the landlord outside of their established HAP Contract on multiple documented occasions. The landlord was sent certified mail explaining that the PHA will no longer be working with him in the HCV program, and the two tenants have been issued initial 60-day moving vouchers.

Megan provided a reminder to the board that their contractual agreement with Darke DD was coming up for renewal in September. Members requested a copy and established a plan to reach out to Darke DD and discuss their contractual agreement.

Megan provided an update that the independent audit for HCV & Darke DD had been completed with no fiscal findings to note. Megan provided the board with a review of the 2027 budget outlook for the HCV & VASH program, detailing that with only one full time staff and 25% of director's salary, admin shortfall was projected to remain at or above \$31,000.00. Megan stressed the importance of the board looking for alternative funding opportunities, as the program is underfunded and that it was not feasible for MVCAP to continue to provide operational costs and subsidy long term. Megan provided transparency in reference to the operational strain running the program has with limited staff to administer the program effectively.

Megan presented the board with the two winter snow bids received, as no other companies submitted a bid prior to the communicated deadline. Jeff made motion to approve the bid for Crowell Lawn Services, Rachel seconded the motion. Motion Carried.

Lead Hazzard MOU with Ohio Department of Health was reviewed and signed by board chairperson, Amy. Megan will submit to ODH contact.

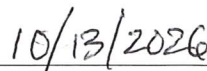
Adjournment

There being no further business to come before the Board, the meeting was adjourned at 3:18pm.

The next regularly scheduled Board meeting will be held on October 13, at 2:00 PM, at 1469 Sweitzer Street, Greenville, Ohio, 45331.



Signature DCMHA Board Member



Date



Signature Executive Director, DCMHA



Date