

Housing Authority of the County of Chester

# APRIL<sup>2026</sup> BOARD REPORT

April 28, 2026

Hybrid and Virtual - 4:30 p.m.

Paul Diggs, MPA - CEO/Executive Director  
Patrick Bokovitz - Board Chair



## HACC

Advancing the path forward

Our Mission: For HACC and the community of Chester County to be the accessible housing and societal beacon of success and empathy that profoundly impacts our community and is replicated around the world.

610-436-9200

[www.haccnet.org](http://www.haccnet.org)

**Housing Authority of the County of Chester**

**Board Meeting April 28, 2026**

# Agenda

**Regular Meeting**

**April 28, 2026**

**Closed Session: 4:00 p.m.**

**Open Session: 4:30 p.m.**

**EXECUTIVE SESSION/SOLICITOR UPDATE**

**ROLL CALL**

**INTRODUCTION OF GUESTS**

**PUBLIC COMMENT**

**APPROVAL OF MINUTES**

- Regular Meeting March 24, 2026

**RESOLUTION: 26-03: DVCCC Amendment**

**CEO/EXECUTIVE DIRECTOR REPORT**

**NEXT BOARD MEETING**

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# Board Meeting Minutes

The Board of Commissioners of the Housing Authority of the County of Chester held a hybrid/virtual monthly Board meeting on March 24, 2026.

## **PRESENT:**

Patrick Bokovitz, Donnell Sheppard, Theodore Claypoole and Daniel Garcia.

## **NON-MEMBERS:**

Paul Diggs, Chief Executive Director; Senior Staff Debra Johnson, Paul Boris, Felicia Molina, Regina Schetroma, Marrea Walker-Smith, Bashairra Henry, Antoinette Cannon, and solicitor Brian Conley.

## **PUBLIC PARTICIPATION:**

A tenant discussed that the “Little Library” project is currently awaiting final budget approval. The proposed location is on the grass at the corner of two sidewalks facing the street to ensure accessibility and visibility while maintaining the building’s aesthetic. Installation will occur in two phases: the pole will be installed first, followed by the library. Support for installation has been offered, including from Jim Brazil and maintenance, and the first book has been donated. Toby Gelman, a tenant, noted that a service model is being developed at King Terrace, in which healthcare providers come directly to residents in the building, eliminating the need for residents to travel for medical care and equipment. Tenant expressed interest in developing a similar arrangement for other locations as well. They also said Giant at Bradford Plaza has agreed to participate; however, coordination will require support from HACC staff with the appropriate credentials to assist with arrangements.

## **RESOLUTIONS:**

On a motion by Theodore Claypoole, with a second by Daniel Garcia, the minutes of February 24, 2026, were approved with 4 ayes and 0 nays. Resolution 2026-02, Authorizing Change Order No. 1 with JMB Contract and Approval of Temporary Maintenance Service Agreement, was approved by Theodore Claypoole with a second by Daniel Garcia, and was approved with 4 ayes and 0 nays.

**CHIEF EXECUTIVE DIRECTOR/PAUL DIGGS:** Public Housing occupancy remains at approximately 95%, with recertifications at 96%. In response to current HUD funding levels, the 2026 budget will be adjusted to align with anticipated program funding. HACC continues to pursue external funding and partnerships while strengthening internal operations. Staff is monitoring potential federal policy changes, including proposed term limits on housing assistance (2–5 years). Proposed term limits would apply to able-bodied families to encourage self-sufficiency and would exclude certain participants. While challenges remain with HCV shortfall funding, overall performance remains strong.

**HUMAN RESOURCES/REGINA SCHETROMA:** A presentation was held for HACC staff on the 2026 performance evaluation process, including expectations and SMART goal setting, with mid-year and annual reviews planned. Our February customer service workshop received strong feedback, and plans are underway to bring the facilitator back and expand participation to external agencies.

**FINANCE/PAUL BORIS/THUC-NHI DINH:**

The 2025 year-end Financial Data Submission to HUD has been completed. Preliminary funding levels for 2026 indicate Public Housing at approximately 84%, HAP at 99%, and HCV administrative fees at 90%. Compared to prior years, these levels, particularly Public Housing at 84%, are lower than typical funding ranges. The agency will need to review and potentially adjust the budget, especially on the Public Housing side. A revised budget outlook will be presented to the Board once final figures are confirmed. The 2024-2025 Capital Fund Grant is nearly fully expended, with 2026 funds expected in April. The FAIR Grant is being finalized with a brief extension. The next grant cycle is under review for any updates needed.

**PUBLIC HOUSING, ADMINISTRATIVE/BASHAIRRA HENRY:** Occupancy remains at 96.3%, with recertifications at 99.5%. Two staff members are now INSPIRE-certified, supporting inspection readiness and compliance efforts. The team is proactively addressing prior findings to ensure all sites remain prepared. Staff attended a forum on the new YARDI system rollout and plan to continue collaborating across departments to strengthen operations. ROSS program has made significant progress, serving approximately 70 senior public housing residents through outreach, events, and resource coordination. Ongoing efforts include connecting residents with essential resources to improve the quality of life and promote stability.

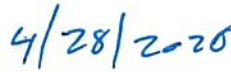
**HOUSING CHOICE VOUCHER PROGRAM/BRENDA GOMEZ:** Planning for the October Landlord Symposium is in progress, including coordination with the state training center. Event materials are being finalized, and outreach to partners and sponsors will begin shortly. Additional support is being provided to seniors in PBV and VASH programs to assist with housing placement. Landlord participation remains a challenge; recruitment efforts are ongoing, including landlord briefings and outreach. Housing specialists continue to share information through certification packets and regular communication, with all processes supported through the online portal.

**STRATEGIC INITIATIVES/MARREA WALKER-SMITH:** Over the past three months, three grant applications have been submitted, including partnerships with the Chester County Juvenile Probation Department and the Chester County Crime Victims Center. These funding opportunities aim to strengthen partnerships, help offset ongoing reductions in housing funding, and support key operational and housing initiatives.

A motion was made by Patrick Bokovitz at 5:14PM to adjourn the meeting. Next meeting is April 21, 2026; the Board of Commissioners meeting will be held virtually.



\_\_\_\_\_  
Commissioner Signature



\_\_\_\_\_  
Date

# CEO MESSAGE - APRIL 2026



**PAUL DIGGS, MPA**  
CEO and Executive Director

***This is not just a housing issue; it is an economic stability issue, a workforce issue, and ultimately, a community sustainability issue.***

Chester County is the wealthiest county in the Commonwealth, yet affordability has become increasingly out of reach. The average home value now exceeds \$570,000, and median sale prices commonly exceed \$540,000. At the same time, average rents in Chester County are approximately \$2,100–\$2,200 per month, with two-bedroom units often exceeding \$2,300 and three-bedroom units approaching \$3,000.

With HUD eliminating the Emergency Housing Voucher program, which has been critical in stabilizing households experiencing homelessness or fleeing domestic violence, we face additional challenges in addressing affordable housing in Chester County, Pennsylvania. We anticipate that more cuts in funding and crucial programs will follow.

With ongoing proposed challenges to HUD funding, the Housing Authority of the County of Chester will identify innovative solutions to address these problems:

- Identify and acquire real estate opportunities now, before land costs escalate further
- Leverage public-private partnerships to expand the affordable housing supply
- Pursue mixed-income developments to ensure long-term financial sustainability
- Partner with government and nonprofit organizations to address funding issues

Chester County's population continues to grow, and with it, the demand for workforce and affordable housing. Without intentional development, we risk creating a county where essential workers, teachers, healthcare staff, and first responders cannot afford to live in the communities they serve.

*Paul Diggs*

# HOUSING CHOICE VOUCHER

HCV completed timely recertifications with a score of **95%**

The Housing Choice Voucher (HCV) Department continues to make steady progress on key operational priorities. Staff remains actively engaged in preparation for the upcoming audit to Ensure full compliance and readiness. The 2026 utility allowance study, conducted in partnership with The Nelrod Company, has been finalized, and the updated utility allowances are attached for review and implementation. Additionally, the team is advancing planning efforts for the upcoming landlord symposium, aimed at strengthening partnerships and improving program participation. Work is also underway to update Nelrod's rent reasonableness comparables to ensure that payment standards remain aligned with current market conditions and regulatory requirements.

## SPECIAL VOUCHER PROGRAM UPDATE

The Family Unification Program (FUP) currently has 41 vouchers under lease, while the Foster Youth to Independence (FYI) program has 14. The Emergency Housing Voucher (EHV) program has 69 vouchers currently leased. HUD has announced it will no longer fund the EHV program; therefore, these vouchers will be absorbed into the Housing Choice Voucher (HCV) program moving forward.

## HUD(SRO) PROGRAM UPDATE

Jefferson Place: 21 units are under contract, with 25 currently under lease. Liberty House: 25 units are under contract, with 28 currently under lease. There were 2 terminations.

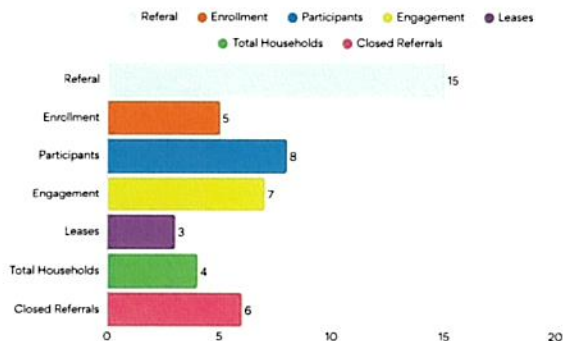
## VETERAN AFFAIRS SUPPORTIVE HOUSING

The VASH program currently has 356 active vouchers. As of 2026, 30 actively searching for housing. This includes 14 ports and 16 regular.

## FAMILY SELF-SUFFICIENCY PROGRAM

The FSS Coordinator performed housing specialist functions and case manager tasks for all FSS participants, including, but not limited to, annual recertifications, Interims, moves, and rent increases. FSS Coordinator enrolled 2 new participants into the FSS program, hosted various goal-setting, enrollment, and graduation preparation meetings with FSS participants.

## HOUSING LOCATOR PROGRAM



# PUBLIC HOUSING

During March, the Public Housing program showed measurable improvement in several key operational areas. Staff made significant progress in completing annual certifications and interims on time, collecting monthly rent, and addressing work orders.

## 01 Oxford Terrace

3.6 – Borough inspection conducted

### Vacancies

- 5 vacant units – pending make-ready

Comments: Maintenance continues to work in vacant units. Our current focus is geared towards preventative maintenance and preparation for 2026 NSPIRE inspections.

## 03 King Terrace

3.19– Chesco Connect visited the site to provide tenants with information regarding their services

### Vacancies

- 5 vacant units pending renovations in 2026

Comments: Our current focus is on preventive maintenance and preparation for NSPIRE inspections.

## 02 Locust, Maple, Spruce Courts

3.9 – Signed lease for 2 Spruce Court. The site is 100% occupied.

3.19 – Senator Comitta’s office conducted an on-site visit to assist with the rent rebate clinic

### Vacancies

- Locust Court – 5 vacant units – 4 Units ready. Pending Tenant transfers on 4/1 and referrals for domestic violence applicants

Comments: Our current focus is preventative maintenance and preparation for NSPIRE inspection.

## 04 Church Terrace

3.16 – Fire Alarm inspections performed by JCI  
3/31 – HACC Staff met with Tenant Council to discuss budgets and upcoming planting and library events.

### Vacancies

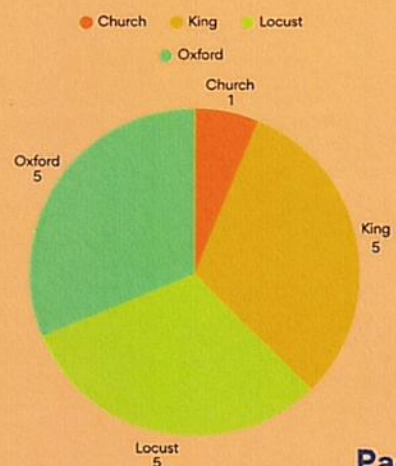
- 3 vacant unit – Set-aside unit pending MHIDD’s referral

Comments: Our current focus is on preventive maintenance and preparation for NSPIRE inspections.

- **King Terrace - 90%**
- **Locust Court - 76.92%**
- **Oxford Terrace - 89.5%**
- **Church Towers - 98.27%**
- **Maple Court - 100%**
- **Spruce Court - 100%**

Property	Routine	Closed	Emergency	Closed
Church Towers	22	22	2	2
King Terrace	26	20	3	3
Oxford Terrace	28	22	1	1
Locust Court	31	19	1	1
Maple Court	1	1	1	1
Spruce Court	0	0	3	3

Vacancy Rates



# ROSS PROGRAM

## PROGRAM COORDINATION COMMITTEE

HACC's FSS and ROSS Program Coordination Committees (PCCs) are being combined based on efficiency and aligning partners to minimize meetings and expedite goal completion. Ms. Owen drafted a PCC master list of current partners and affiliates between both programs. It is anticipated that the initial collaborative meeting will be held by early June.

## RESIDENT ENGAGEMENT OXFORD

Plans to expand opportunities for Oxford residents in the community are being explored. ROSS Coordinator held a meeting with the Oxford Main Street Manager to learn more about programs in the areas during the summer. The goal is for residents in Oxford to increase access to services and activities to increase engagement.

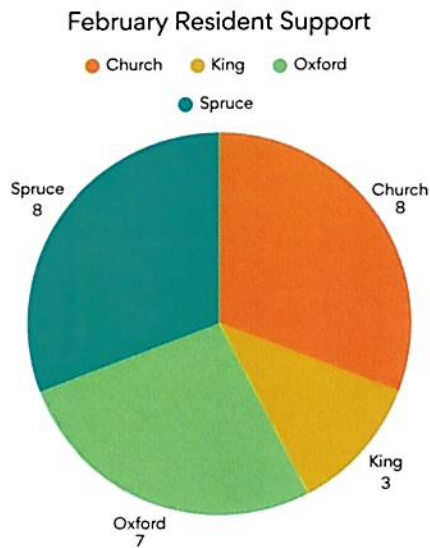
## RENT REBATE

ROSS Coordinator with the assistance of State Senator Comitta's bilingual staff member facilitated the rent rebate process for eight Spanish speaking rents at Penn Street.

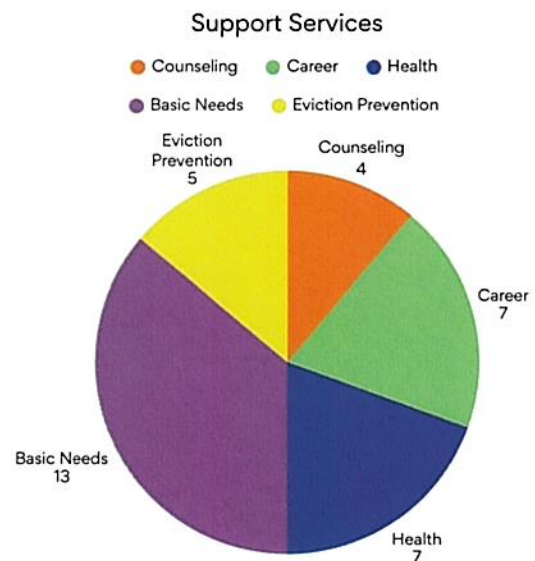
## OPPORTUNITIES

ROSS Coordinator submitted an application for funding with Univest to support membership for the the o West Chester Area Senior Center. Eviction Protection Program participation and resident progress continue to be monitored along with researching opportunities to assist residents at four sites with literacy challenges/limitations.

## RESIDENT SUPPORT



## SUPPORT SERVICES



# HUMAN RESOURCES

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## ADMINISTRATION

### **New Housing Authority of County of Chester Newsletter - Improve Internal Communication**

The Human Resources Department successfully launched HACC's first Quarterly Newsletter, designed to enhance internal communication and organizational transparency. The newsletter highlighted key accomplishments from the quarter, employee recognition, wellness initiatives, and upcoming organizational updates. This initiative supports ongoing efforts to strengthen employee engagement and ensure staff remain informed and connected to HACC's mission and strategic priorities. The HR department also initiated a partnership with the Association of Financial Education to explore opportunities for delivering financial education workshops to staff. The workshops are intended to support employees' financial literacy and promote financial stability.

## EMPLOYEE AND RESIDENT ENGAGEMENT

The Human Resources Department continues to analyze employee engagement survey results and identify actionable strategies to improve overall engagement. Planning is underway for additional staff events and recognition opportunities to strengthen morale.

The Human Resources Department is implementing an Employee of the Year recognition program to further strengthen a culture of appreciation and engagement. This initiative is designed to recognize outstanding employee contributions that reflect HACC's mission, values, and commitment to service excellence. The program will include a structured nomination and selection process to ensure fairness and transparency, while acknowledging input from staff across departments.

## ONBOARDING/NEW HIRES/INTERNS

Our Finance team welcomed an intern on March 24<sup>th</sup> who will remain with the Agency through May. The intern has been supporting the Finance Department with filing, data entry, and preparation of check requests, contributing to overall departmental efficiency while gaining valuable experience. Additionally, the HR manager participated in the Immaculata University Internship Fair to promote HACC and continue to build the partnership with Immaculata University and its students.

## TRAINING

Staff participated in Fair Housing Training on March 26<sup>th</sup>, facilitated by the Housing Equality Center of PA. This training reinforced compliance with fair housing laws and provided valuable insight into identifying and addressing housing discrimination. Bashairra and Lakeisha successfully completed NSPIRE Compliance Training, enhancing HACC's capacity to meet HUD inspection standards and regulatory requirements. Five staff members attended the Yardi Forum in Boston, where they received in-depth training on system modules and best practices. This knowledge will support improved system utilization and operational efficiency. Daniel Garcia attended the Commissioners Training through NAHRO, further strengthening his knowledge of Board duties in alignment with industry standards.

# STRATEGIC INITIATIVES & GRANT COMPLIANCE

## GRANT COMPLIANCE

- FSS Grant Closeout for Fiscal Year 2025 has been successfully completed and submitted to the U.S. Department of Housing and Urban Development (HUD) in accordance with all applicable requirements.
- PHARE grant \$450,000 funds for 2025 grant expended and report filed.
- PHARE grant semi-annual report for \$150,000 renovation and \$250,000 Housing Opportunity Program submitted.

## GRANTS PENDING DECISION

- **PCCD grant in partnership with Chester County Juvenile Probation Department - \$498,000**

Fifty youth will participate in an individual academy curriculum that provides a structured, skill-focused instruction tailored to each participant's risks, strengths, and goals. This component emphasizes personal accountability, decision-making, emotional regulation, academic and career readiness, entrepreneurship, and pro-social skill development through individualized lessons and guided reflection.

**Update: Declined (Grant awarded to Chester County Commissioners)**

- **PCCD grant in partnership with Chester County District Attorney Office- \$248,000**

Fifty youth will participate in an individual academy curriculum that provides a structured, skill-focused instruction tailored to each participant's risks, strengths, and goals. This component emphasizes personal accountability, decision-making, emotional regulation, academic and career readiness, entrepreneurship, and pro-social skill development through individualized lessons and guided reflection.

- **US Department of Labor YouthBuild Grant - \$1,500,000**

The NextGen Builders of Chester County program will implement an expanded Construction Plus model that integrates traditional construction training with diversified career pathways, workforce development, and comprehensive wraparound supports. While participants will engage in hands-on rehabilitation of public housing developments and earn industry-recognized construction certifications, this program intentionally broadens career exposure to include digital marketing certifications, business development training, and case management services.

- **US Department of Justice, Office of Victim Services - \$1,200,000**

Enhance access to safe, stable, and survivor-centered housing for victims of human trafficking in Chester County through a coordinated partnership between the Housing Authority of the County of Chester (HACC) and Crime Victims' Services of Chester County (CVSCC). This partnership seeks to: (1) Increase housing stability and long-term safety for survivors of human trafficking by removing barriers to emergency, transitional, and permanent housing; (2) Deliver trauma-informed, survivor-centered services that promote autonomy, economic security, and long-term well-being.