

## **Orange County Housing Authority Board**

January 21, 2015

**Members Present:** Diane Beecham, Tammy Jacobs and Jean Bolduc

**Excused Absent:** None

**Unexcused Absent:** None

**Staff Present:** James Davis and Audrey Spencer-Horsley

**Guests:** Evelyn Johann

### **Welcome/Introduction**

Chair Jean Bolduc called the meeting to order at 6:07pm. James Davis introduced Audrey Spencer-Horsley as the department's new Director and the Board's de facto secretary. Commissioners and guest, Evelyn Johann, introduced themselves. Ms. Johann is a board applicant who is scheduled to be appointed to the board by official action of the BOCC on January 22, 2015.

### **Approval of Minutes**

Commissioner Diane Beecham made a motion to approve the November, 2014 minutes. Commissioner Tammy Jacobs seconded the motion which passed unanimously.

### **Section 8 Housing Assistance Payments Budget Review**

James Davis reviewed the revenues and expenses for the Section 8 Housing Choice Voucher Program as of November 30, 2014. The fund balance is \$328,049, including \$71,543 in unrestricted funds. While the HAP and Administrative Fee disbursements from HUD for the months of December 2014 and January 2015 were available and listed on the referenced report, the actual dollars expended by the Housing Authority was not available at the time of this budget report.

### **HUD Audit Reports**

- a. SEMAP: James presented the Housing Authority's Corrective Action Plan in response to HUD's SEMAP findings. It was highlighted that staff will work with the Emphasys Software administration to discover how to remedy the apparent issue of importing or exporting unit inspection information so that the system accurately reflects whether and when units are inspected.

The Commissioners discussed the proposed remedies for maximizing lease potential. Chair Bolduc suggested that unrestricted funds be used to fund an incentive program where landlords would be financially encouraged or rewarded for accepting vouchers. Staff will investigate whether the funds can be used for such a program and whether an incentive program is viable. With regard to absorbing ported vouchers, it was recommended by the Commissioners that applicants currently in the "briefing" stage be issued a voucher prior to absorbing comparable vouchers.

The Commissioners discussed the option of entering into an agreement with contiguous counties whereby Orange County vouchers can be administered within the neighboring counties without porting. James explained that this option was not well received by County management as it may be ill-perceived by the community as an expenditure of affordable housing dollars outside Orange County. James informed the Commissioners that HUD guidelines permit the immediate port of vouchers where the HCV applicant was an Orange County resident at the time of application. Thus, there is no requirement for such persons to be domiciled within Orange County for the prescribed term of one (1)

year to be eligible to port. There was additional discussion on this topic by the Commissioners.

- b. VMS: James presented the Corrective Action Plan in response to HUD's VMS audit. James stated that staff will work with the Emphasys Software administrators to remedy the need to manually count or calculate data.

### **Department Report**

- a. Membership Update: James informed the Commission that new members will be appointed to the board on January 22, 2015. He also informed the Commission that a letter was sent to an HCV Program participant requesting him to apply to the board. The Commissioners discussed how to attract a participant to join the board and recommended that the staff (Housing Specialists) identify a person.

By consent, the Commissioners asked staff to recommend Daniel Bullock to the board.

- b. 2015 Proposed Payment Standards: James reported that the payment standard is currently 110% of FMR as recommended by the board. This will result in fewer vouchers the HA can administer over time. As a follow-up, James provided information about the unit prices at 86 North. Based on their price rates, program participants would not be able to rent at the complex even with the implementation of the 110% payment standard.
- c. Amendments to the bylaws: The Commissioners reviewed the amendments as presented by Diane Beecham and Jean Bolduc. Additional amendments will be made and discussed prior to a formal vote to amend the bylaws. The Commissioners discussed whether the board is a Board of Commissioners or the Housing Authority for the Department of Housing, Human Rights and Community Development. The Commissioners agreed that determining their role will affect how the bylaws should be amended. James will present this issue to the County Attorney for clarification.

### **Other Business**

There being no additional business, the meeting was adjourned at 7:22 p.m. on a motion by Tammy Jacobs and seconded by Diane Beecham.

Respectfully submitted: James E. Davis, Jr., Secretary