

ORANGE COUNTY HOUSING AUTHORITY BOARD

Minutes

December 16, 2015

Southern Human Services Center
Conference Room D
2501 Homestead Rd
Chapel Hill, NC 27514

Members Present: Jean Bolduc, Chair, Daniel Bullock, Mark Marcoplos, Evelyn Johann, Tammy Jacobs

Absent: Gina James, Diane Beecham

Staff Present: Audrey Spencer-Horsley, Director, Housing Human Rights and Community Development
Angela Rockett, Administrative Assistant

Speakers: Jim Hutcherson, Housing Inspector, HHRCD
David Saconn, Housing Inspector, HHRCD

Welcome /Introduction

The meeting was called to order at 6:17 p.m. by Jean Bolduc, Chair

Approval of Minutes

The minutes from the November 18, 2015 meeting were approved unanimously on a motion by Evelyn Johann and seconded by Daniel Bullock.

Departmental/County Report

Audrey Spencer-Horsley updated the Board about vouchers and inspections being done at Club Nova. HUD would like vouchers in place by January 1, 2016. Housing Specialists and Housing Inspectors completed their work on December 16th. Most of the units passed and the ones that did not the inspectors will follow up to make sure they are done ASAP so that the HAP can be issued.

Ms. Spencer-Horsley stated that we are still waiting to hear from HUD about payment for those units. HUD in Greensboro wanted vouchers to be in place before they discuss other situations. She gave Mary Jean Seyda, Chief Operations Officer from CASA an update. Ms. Seyda wanted to know if there would be an opportunity to do a new project base contract. Ms. Spencer-Horsley advised her that that would not be possible because it would require a new application to HUD and would be on a competitive basis.

Ms. Spencer-Horsley updated the Board on the Waiting List. She said staff is following instructions from the Board to serve people who remained on the Waiting List first before new applicants. There are approximately 100 applicants left from the previous list and staff is in the process of inputting applications received during the opening of the Waiting List. There were over 800 applications received.

Plan Amendments

HUD recently approved that those on fixed income could now go to tri-annual reviews. It will also allow bi-annual inspections for some units. Ms. Spencer-Horsley also noted that Congress has agreed on spending bill. The HOME program and CDBG (Chapel Hill) will receive funding.

Analysis of Impediments

The analysis of impediments is scheduled for action by the BOCC at the January 21, 2016 Commissioner Meeting.

Financial Report

Audrey Spencer-Horsley provided the financial report and explained the expenditures worksheet for the HCV Program.

Other Discussion

Tammy Jacobs wanted to know timeline on the 800 applications that was submitted in November. Ms. Spencer-Horsley stated that letters should go out to the applicants by the end of January. She explained that it takes time to input the applications. Jean Bolduc wanted to know if the applicants would be assigned a number at that time. Jean suggested instead of assigning numbers maybe you can say they will hear from the housing authority in 30, 60 or 90 days. Ms. Spencer-Horsley also added that she would like to have a module that clients and landlords can use online. Ms. Spencer-Horsley also shared that vouchers can be used 10 miles outside of the County and that we currently have applicants looking outside the County.

Other Business

Jim Hutcherson and David Saconn from the Housing, Human Rights and Community Development Department were guest speakers on Housing Quality Standards Inspections. They explained that inspections are based on Housing Quality Standards. Mr. Hutcherson stated that everything should be in working order the way it is designed and intended to be. He stated that houses built before 1978 they look for potential lead-based paint. Mr. Hutcherson and Mr. Saconn explained the five inspections that take place. The five inspections are: Initial, Annual, Re-inspection, Special inspection and Quality Control. An initial inspection is when a tenant moves in. The annual inspection is based on the recertification date, normally 3 or 4 months before. Re-inspection occurs if something is found on the initial inspection. Special inspection is requested by tenant or landlord and Quality Control is when each inspector looks at each other's work to make sure nothing is missed. In discussion, it was discussed to do a list of myth busters to avoid any misunderstanding about the inspection process.

Annual Report

Audrey Spencer-Horsley provided a draft summary of past activities and proposed activities for the New Year to complete the Annual Report. Jean Bolduc will do draft on Annual Report and circulate to board members for comment. The Annual Report will be presented at the County Commissioners Work Session, February 9, 2015 @ 7p.m.

There being no further business, Mark Marcoplos made the motion to adjourn, seconded by Tammy Jacobs and the meeting was adjourned at 7:30 p.m.

Respectfully submitted:

Angela Rockett, Administrative Assistant

Audrey Spencer-Horsley, Director, Housing, Human Rights and Community Development/OCHA Board Secretary