

Orange County Housing Authority Board

November 20, 2014

Members Present: Diane Beecham and Jean Bolduc

Members Absent: Tammy Jacobs

Staff Present: James Davis

Welcome/Introduction

The meeting was called to order by the Chair Jean Bolduc at 6:18 pm.

Approval of Minutes

Chair Jean Bolduc made a motion to approve the September 17, 2014 minutes as amended. Commissioner Diane Beecham seconded the motion which passed unanimously. Diane made a motion to accept the October 15, 2014 minutes. Jean 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 September 30, 2014. Information regarding the September, October and November HUD HAP and Administrative Fee disbursements were not available at the time of the meeting. James will provide an update of this information at the next meeting.

HUD Audit Reports

- a. SEMAP: James presented the audit findings from the annual SEMAP review. The Housing Authority received an overall rating of "Standard Performer" but had three (3) Indicators to correct. Areas of poor performance included Indicator 5 (HQS Quality Control), Indicator 12 (Annual HQS Inspections), and Indicator 12 (Lease-up). Commissioners discussed how these areas of poor performance should be addressed. It was discussed that Indicator 12 is an inaccurate depiction of how timely inspections are conducted. Whereas the units noted in HUD's report indicate that annual inspections were not completed within 12 months, the Housing Authority asserts that these units were inspected in a timely manner but the software used to input the inspection data did not interface with HUD's software on some occasions. The Commissioners discussed the possibility of upgrading its Emphasys Software. The Commissioners also recommended that James request a reconsideration of the score based on this interfacing issue.
- b. VMS: James presented the findings of the VMS audit. He presented the issue that the auditors had in calculating data because the Emphasys Software did not communicate or translate the data. Thus, some data was manually calculated. James informed the Commission that Tara Fikes has been working to provide information to the VMS auditors and will provide a concise response to the findings.

Department Report

- a. Membership Update: James informed the Commission that new members will not be added to the board until after the new year, per the Clerk of the Board of Commissioners. Jean will send a letter to an HCV participant asking him to consider serving on the board.
- b. 2015 Proposed Payment Standards: Diane made a motion to increase the payment standard to 110% of the FMR effective January 1, 2015. Jean seconded the motion which passed unanimously. The Commissioners discussed the possible financial impact of increasing the payment standard and the impact on the total number of vouchers that can be administered under the higher standard. The Commissioner also discussed

whether the higher standard would make units affordable, such as the newly renovated 86 North. James will obtain information about the unit prices at 86 North.

The Commissioners discussed HUD's other recommendations for maximizing lease-up potential, including absorbing comparable vouchers and entering into an agreement with contiguous counties allowing the administration of the HA's vouchers within the other county. The Commission supports the notion of absorbing comparable vouchers that are currently being "billed." It was recommended that the Housing Authority issue vouchers to applicants "in the pipeline" before absorbing other vouchers. James will begin the process of absorbing comparable vouchers in January 2015 on the condition that applicants currently being drawn from the waiting list have been issued a voucher. The Commission is not in support of the idea of entering into an agreement to administer vouchers within a contiguous county.

- c. Advisory Board Chair Meeting: Jean will attend the Advisory Board Chair meeting scheduled for November 25, 2014.
- d. October Meeting Follow-up: The Commissioners will continue to work on amendments to the Housing Authority bylaws.

Other Business

There being no additional business, the meeting was adjourned at 8:00 p.m. on a motion by Chair Jean Bolduc.

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