



**Contra  
Costa  
County**

To: Contra Costa County Housing Authority Board of Commissioners

From: Joseph Villarreal, Housing Authority

Date: May 10, 2016

Subject: CERTIFICATION FOR THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)  
SECTION EIGHT MANAGEMENT ASSESSMENT PLAN (SEMAP) FOR FISCAL YEAR ENDING M

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## **RECOMMENDATIONS**

ADOPT Resolution No. 5199 certifying the results for the Section 8 Management Assessment Plan (SEMAP), subject to HUD confirmatory review, for the Housing Authority of the County of Contra Costa (HACCC) for the period April 1, 2015 through March 31, 2016.

## **BACKGROUND**

HUD utilizes SEMAP to evaluate a public housing authority's (PHA) management of the HCV program. SEMAP scores are based on a combination of electronic data reported to HUD at regular intervals by PHAs and self-reported scores based on internal audits conducted by PHA staff. PHAs use HUD's SEMAP Certification form to submit their scores. HACCC's completed form for fiscal year ending 2015 is attached. The SEMAP rating consists of 14 separate performance indicators plus a Bonus Indicator. Scores for Indicators 1-8 on the attached SEMAP Certification form are based upon HACCC's internal review and an external review conducted by a consultant. Scores for Indicators 9-14 on the attached SEMAP Certification form are based on HUD's automatic scoring of these

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Action of Board On: **05/10/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

AYE: John Gioia, Commissioner

Candace Andersen,  
Commissioner

Mary N. Piepho,  
Commissioner

Karen Mitchoff,  
Commissioner

Federal D. Glover,  
Commissioner

Jannel George-Oden,  
Commissioner

ABSENT: Fay Nathaniel,  
Commissioner

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 10, 2016

Joseph Villarreal, Executive Director

By: June McHuen, Deputy

Contact: 925-957-8028

cc:

Indicators. Based on staff's certification, HACCC's HCV program is entitled to receive 115 out of 140 possible points, which will result in a SEMAP score of 82%. The rating becomes official after HUD reviews and approves the submission. If HUD maintains this score, HACCC will once again qualify as a "Standard Performer" under HUD's SEMAP program.

## BACKGROUND (CONT'D)

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HACCC achieved a favorable score in 12 of the 14 SEMAP Indicators. Specifically, HACCC scored points in the following Indicators:

- Selection From the Waiting List
- Determination of Rent Reasonableness
- Maintaining Current Utility Allowance Schedules
- Conducting Quality Control Inspections
- Housing Quality Standards Enforcement
- Expanding Housing Opportunities
- Maintaining Current Payment Standards
- Conducting Annual Income Reexaminations
- Correctly Calculating Tenant Rent
- Conducting Pre-Contract Housing Quality Standards (HQS) Inspections
- Annual HQS Inspections
- Lease-Up/Utilization Rate

While HACCC would be eligible for points for Indicator 14 Family Self Sufficiency Enrollment & Escrow Account Balances, due to the fact HACCC has graduated more participants than the minimum program size required, it is no longer rated for SEMAP purposes.

The Deconcentration bonus is awarded to housing authorities that have metropolitan jurisdictions and can demonstrate that families with children either live in, currently, or are moving to, low poverty census tracts. To receive the bonus for in-place families, a housing authority must demonstrate that half or more of all HCV families with children reside in low poverty (<10%) census tracts. Unfortunately HACCC cannot claim these bonus points for FY 2015-2016 since fewer than 50% of the residents with children live in low poverty areas in Contra Costa County.

HACCC did not score any points in 1 of the 14 Indicators. Specifically, HACCC did not score points in the following Indicator:

- Determination of Adjusted Income

Determination of Adjusted Income measures performance on income verifications and if the verified information is used to properly calculate family income. Scoring for this Indicator has improved every year since HACCC became a standard performer. HACCC did not score any points in this Indicator this year due to multiple changes in the payment standards and an extremely large volume of rent changes in response to the rapidly rising housing market that overwhelmed staff. Additional resources have been brought in on a temporary basis to help staff with the increased workload. HACCC will also continue to

utilize increased external and internal quality control measures to help identify and fix remaining weaknesses in staff's performance on this Indicator.

#### FISCAL IMPACT

HUD provides over \$80 million annually to serve low-income families in Contra Costa County via the Housing Choice Voucher (HCV) rental assistance program. Approval of this SEMAP certification is a condition for continued funding.

#### CONSEQUENCE OF NEGATIVE ACTION

Should the Board of Commissioners elect not to approve Resolution No. 5199, HACCC would be in jeopardy of losing over \$80 million in funding that provides rental assistance for low income families in Contra Costa County.

#### CLERK'S ADDENDUM

#### ATTACHMENTS

SEMAP Payment Standard

SEMAP Certification Form