

To: Contra Costa County Housing Authority Board of Commissioners  
 From: Joseph Villarreal, Housing Authority  
 Date: May 21, 2019



Contra  
Costa  
County

Subject: HIGH PERFORMER CERTIFICATION FOR THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM (SEMAP) FOR F

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## **RECOMMENDATIONS**

ADOPT Resolution No. 5223 certifying the Housing Authority of the County of Contra Costa (HACCC) as a High Performer under the Section 8 Management Assessment Program (SEMAP), subject to HUD confirmatory review, for the period of April 1, 2018 to March 31, 2019.

## **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 public housing authorities (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 2018 is attached. The SEMAP rating consists of fourteen 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 Indicators. Based on staff's certification, HACCC's HCV program is entitled to receive 125 out of 135 possible points, which will result in a SEMAP score of

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Action of Board On: **05/21/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

AYE: John Gioia,  
Commissioner

Candace Andersen,  
Commissioner

Diane Burgis,  
Commissioner

Karen Mitchoff,  
Commissioner

Federal D. Glover,  
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 21, 2019

Joseph Villarreal, Executive Director

By: Jami Napier , Deputy

Contact: 925-957-8028

cc:

93%. The rating becomes official after HUD reviews and approves the submission. If HUD maintains this score, HACCC will once again qualify as a “High Performer” under HUD’s SEMAP program.

## BACKGROUND (CONT'D)

HACCC achieved a favorable score in 12 of 13 of the SEMAP Indicators for which it is eligible. Specifically, HACCC scored points in the following Indicators:

- Selection From the Waiting List
- Determination of Rent Reasonableness
- Determination of Adjusted Income
- Maintaining Current Utility Allowance Schedules
- Conducting Quality Control Inspections
- 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

The Authority did not receive points for Housing Quality Standard Enforcement. Specifically,

- Housing Quality Standards Enforcement

HQS Enforcement shows whether, following each HQS inspection of a unit under contract where the unit fails to meet HQS, any cited life-threatening deficiencies are corrected within 24 hours from the inspection and all other deficiencies are corrected within no more than 30 calendar days from the inspection or any HACCC approved extension. Points are based on whether HACCC corrects all HQS deficiencies within the required time frames permitted by HUD. The margin of error on this indicator is next to zero. Unfortunately, there were 6 instances where one inspector failed to properly notice the owners and follow up on the deficiencies in the allotted time frames. HACCC has taken steps to remove this inspector from its rotation of inspectors and expects to have this matter resolved next year. HACCC will continue following the Administrative Plan and local code for following proper HQS guidelines. HACCC will also continue to utilize quality control measures to help identify remaining weaknesses in overall processes on this Indicator.

Because HACCC has exceeded HUD's requirements, the Agency is no longer rated in the following Indicator:

- Family Self Sufficiency (FSS)

HACCC is no longer rated under SEMAP for this Indicator because we have graduated more FSS participants than the minimum required by HUD. If the HACCC was still rated, it would receive points for this Indicator.

### FISCAL IMPACT

HUD provides over \$109 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. 5223, HACCC would be in jeopardy of losing over \$109 million in funding that provides rental assistance for low income families in Contra Costa County.

### ATTACHMENTS

SEMAP Resolution 5223

SEMAP Certification Form - FORM HUD - 52648 Indicator 8 Attachment

SEMAP Certification Form - FORM HUD - 52648