



ORANGE COUNTY HOUSING & COMMUNITY DEVELOPMENT

# OCHA Board Meeting

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**March 17, 2022**

# Plenty of discussion time available in tonight's meeting

- Minutes & Member Updates
- Program Manager Report
- Administrative Plan (Ch. 1-4) Discussion
- Board Orientation Materials
- Electing new Chair/Vice-Chair
- Resuming In-Person Meetings
- Adjournment

# Opening meeting items

- Minutes from February 17th
  - Motion to approve
- Member updates

# Program Manager Report



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## VMS report numbers as of January 2022

- Staff will submit February Voucher Management System (VMS) report next week
  - Will report February & March VMS at April meeting
- January VMS numbers are as follows:

# OCHA continues with successful utilization

## January 2022

<b>Number of Vouchers (excluding PIV, VASH)</b>	<b>648</b>
<b>Number of Household Participants (including POV, PIV, VASH)</b>	<b>566</b>
<b>Number of OCHA Households (excluding POV, PIV, VASH)</b>	<b>537</b>
<b>Voucher Utilization</b>	<b>87% (83%)</b>
<b>HAP Utilization</b>	<b>84%</b>

# No major changes in expenses

<b>Housing Assistance Payments (HAP) – excludes Port-Out/In &amp; VASH</b>	
<b>Paid on 1<sup>st</sup> of the month</b>	<b>\$345,796</b>
<b>Paid after 1<sup>st</sup> of the month (pro-rated)</b>	<b>\$2,124</b>
<b>Total - October</b>	<b>\$347,920</b>

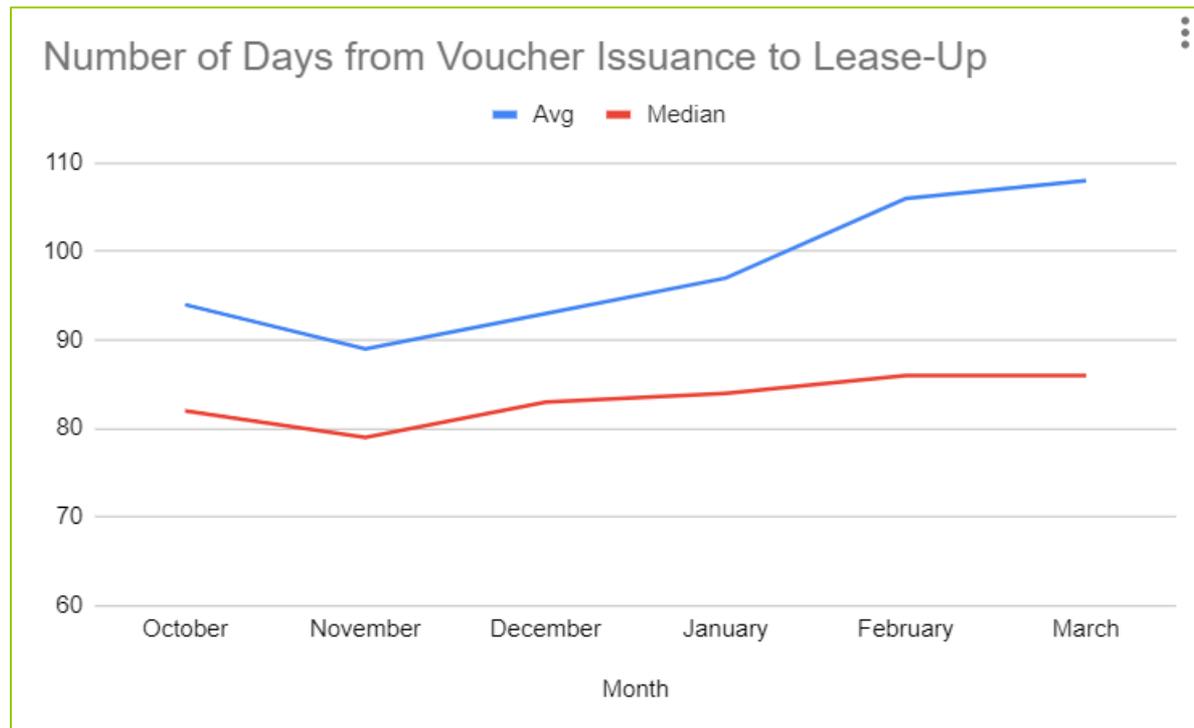
<b>HAP Detail – Special Programs</b>	
<b>VASH</b>	<b>\$11,181</b>
<b>PIV (Port-In)</b>	<b>\$12,437</b>
<b>POV (Port-Out)</b>	<b>\$7,153</b>
<b>HOV (Homeownership)</b>	<b>\$1,664</b>
<b>Total</b>	<b>\$32,435</b>

# Leasing plateauing

Month	Actual UML	Actual HAP	New Vouchers	PUC
Feb	504	\$334,868	15	\$664
Mar	518	\$343,981	19	\$664
Apr	528	\$349,770	14	\$662
May	541	\$357,209	11	\$660
June	546	\$364,873	6	\$668
July	551	\$361,778	8	\$657
Aug	555	\$364,438	3	\$657
Sept	562	\$369,873	7	\$658
Oct	561	\$374,896	1	\$668
Nov	568	\$374,907	5	\$660
Dec	566	\$383,529	11	\$678
Jan	566	\$367,916	5	\$650
<b>TOTAL</b>	<b>(12 Mo.)</b>		<b>96</b>	<b>\$663</b>

# Seeing a slight rise in lease-up times, which continue to be high

- Since October 2020, OCHA has issued 177 vouchers – 110 are leased up



# Several exciting updates to report

- Homeownership Program materials have been prepared, to be edited
  - Minimum Income requirement: \$14,500
  - Employment requirement: 1 year
- Yardi conversion entered new phase
  - Change from Elite to Yardi systems
  - Contract executed, info-gathering meetings to be scheduled
  - Contracting with consulting service to assist with data conversion

# And progress continues on special programs as well

- Eleven Emergency Housing Vouchers (EHV) issued, two leased up
- Five Foster Youth Initiative (FYI) applications sent to program partner OC Dept. of Social Services
- Root of finance issues identified, staff will work to correct with goal of next month.
  - Restricted Net Position (RNP) – the amount of funding received less amount disbursed

# Gathering boardmember thoughts on Admin Plan, Ch. 1-4

- Staff emailed before/after versions prior to last month
- Any further comments or suggestions for Ch. 1-4 are welcome now
- Staff is planning to provide updates to next section by May
- Tentatively planning to vote on all Admin Plan changes in 4<sup>th</sup> quarter

# Board Orientation Materials



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# Working document with orientation materials has been developed

- Board Orientation Materials
- Feedback welcome on what other information boardmembers would like added

# Electing New Chair & Vice-Chair



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# Suggested process for selecting new officers derives from BOCC practices

- For each office, staff requests nominations from board
  - Opening nominations requires motion
  - Closing nominations requires motion
  - Roll call vote to close nominations
  - Roll call vote for each nominee
  - Repeat steps for Vice-Chair

# Wrap Up



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# April will be our last virtual meeting

- Emergency declaration is expiring May 1<sup>st</sup>, and we can no longer meet virtually.
- Starting in May, our meetings will be at Southern Human Services Bldg.
  - 2501 Homestead Rd., Chapel Hill 27514
  - Conference Room D

# See you next month!

- Next OCHA Board meeting will be April 21, 2022

# Questions

- Blake Rosser, HCV Program Manager
  - [brosser@orangecountync.gov](mailto:brosser@orangecountync.gov)
  - 919-314-7584
- Corey Root, Housing Director
  - [croot@orangecountync.gov](mailto:croot@orangecountync.gov)
  - (919) 245-2492