



Orange County Housing Authority
(OCHA) Board Meeting

September 21st, 2023

Shorter agenda for tonight's meeting

- New Member Intro, Minutes & Member Updates
- Program Manager Report
 - Lots of Updates!
- 5-Year & Annual Plans Discussion/Vote
- Adjournment

Opening meeting items

- New Member: Timothy Miles
- Corey Root's temporary leave
- Minutes from June
 - Motion to approve
- Member updates

Program Manager Report



OCHA continues with successful utilization

August 2023

Number of Vouchers	679
Number of Household Participants (including POV, VASH)	628
Voucher Utilization	89%
HAP Utilization	96%

POV – Port-Out Voucher
PIV – Port-In Voucher
VASH – Veterans Affairs Supportive Housing
HAP -- Housing Assistance Payment (subsidy)

Expenses increasing (this is good!)

HOUSING ASSISTANCE PAYMENT (HAP) DETAIL		
Type	Vouchers	Amount
Regular Vouchers	578	\$422,781
Mid-Month Lease-Ups	2	\$1,886
VASH (Veterans Affairs Supportive Housing)	18	\$10,471
POV (Port-Out Voucher)	4	\$5,154
HOV (Homeownership)	4	\$2,575
Total	606	\$442,867

- 23 Port-In Vouchers, \$28,827 HAP
- 12 Emergency Housing Vouchers (EHV), \$10,184 HAP

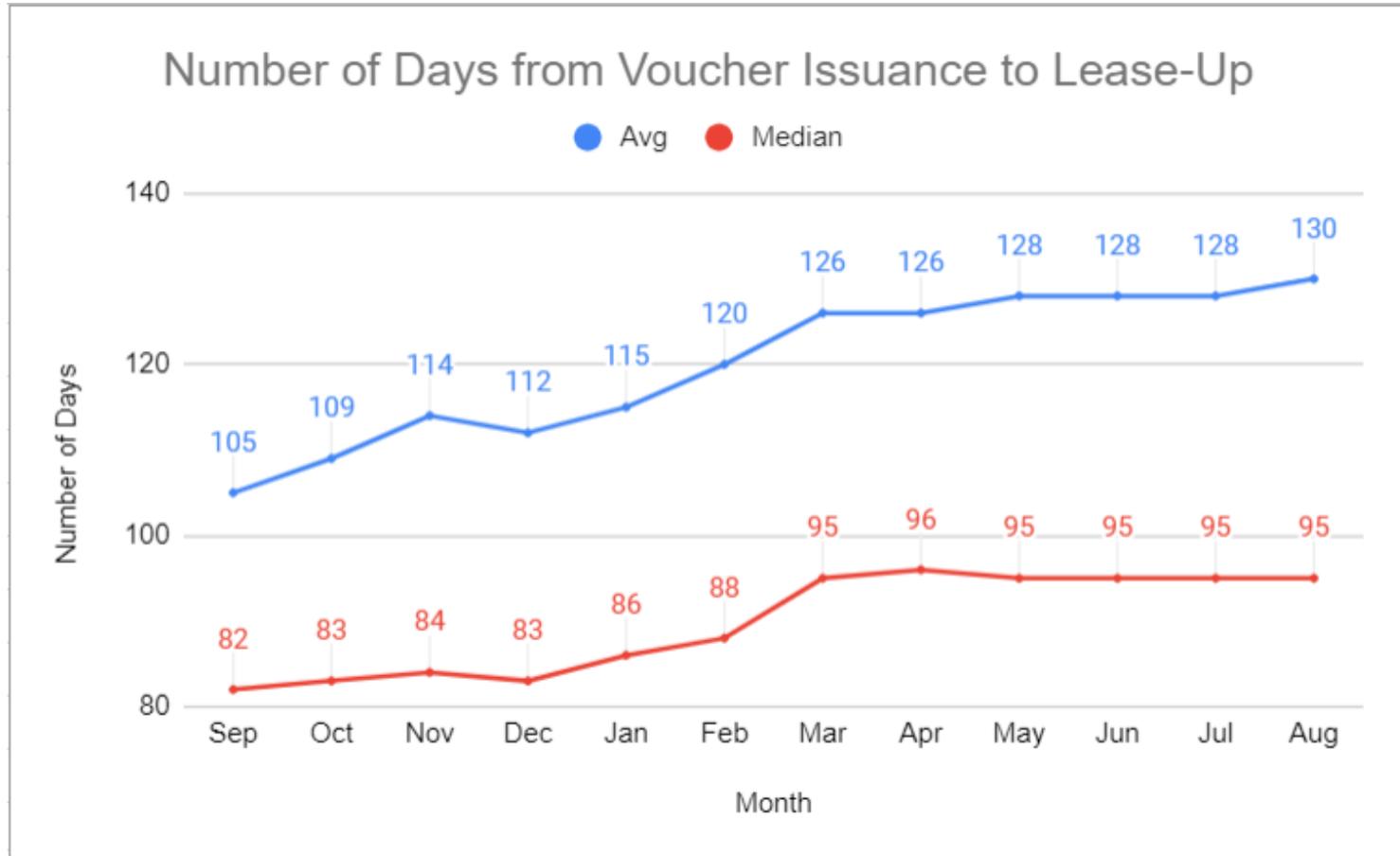
Leasing holds steady, PUC increases

Month	Actual UML	Vouchers In Search	Actual HAP	New Vouchers	Per Unit Cost
Sep '22	577	90	\$400,534	12	\$693
Oct '22	582	88	\$398,459	6	\$684
Nov '22	582	89	\$403,143	6	\$693
Dec '22	575	87	\$396,885	5	\$690
Jan '23	583	79	\$402,949	4	\$691
Feb '23	583	78	\$408,077	7	\$700
Mar '23	583	80	\$402,687	11	\$691
Apr '23	583	81	\$409,211	2	\$702
May '23	593	83	\$431,892	4	\$728
Jun '23	612	85	\$446,794	6	\$730
Jul '23	619	88	\$436,442	5	\$705
Aug '23	628	86	\$442,867	4	\$705
TOTAL	(12 Mo.)			72	\$701

Previous Year-End UMLs	
2018	499
2019	490
2020	489
2021	566
2022	575

UML – Unit Month Leased
PUC – Per Unit Cost
HAP – Housing Assistance Payment

Lease-up times remain even



New Info to be presented at meetings

- Terminations: 4 in July, 4 in August
 - 3 voluntary, 2 overincome, 1 due to results of June informal hearing, 2 lost contact
- Evictions: none
- Informal Hearings: none
 - No future hearings scheduled

Many other updates from summer

- Meet-And-Greet Debrief
 - Summary, thoughts for next time?
- First SEMAP reporting since pandemic submitted 8/29/23, awaiting HUD response
- PHA-Web fully implemented, first VMS reports run with success

Admin Plan graphic design continuing apace, in proofing phase

Before

After

CHAPTER 1

OVERVIEW OF THE PROGRAM AND PLAN

INTRODUCTION

The PHA receives its funding for the Housing Choice Voucher (HCV) program from the Department of Housing and Urban Development. The OCHA's is not a federal department or agency. A public housing agency (PHA) is a governmental or public body, created and authorized by state law to develop and operate housing and housing programs for low-income families. The PHA enters into an Annual Contributions Contract with HUD to administer the program requirements on behalf of HUD. The PHA must ensure compliance with federal laws, regulations and notices and must establish policy and procedures to clarify federal requirements and to ensure consistency in program operation.

This chapter contains information about the PHA and its programs with emphasis on the HCV program. It also contains information about the purpose, intent and use of the plan and guide.

There are three parts to this chapter:

Part I: The Public Housing Agency (PHA). This part includes a description of the PHA, its jurisdiction, its programs, and its mission and intent.

Part II: The HCV Program. This part contains information about the Housing Choice Voucher program operation, roles and responsibilities, and partnerships.

Part III: The HCV Administrative Plan. This part discusses the purpose and organization of the plan and its revision requirements.

PART I: THE PHA

1-1A. OVERVIEW

This part explains the origin of the PHA's creation and authorization, the general structure of the organization, and the relationship between the PHA Board and staff.

1-1B. ORGANIZATION AND STRUCTURE OF THE PHA

The Section 8 tenant-based Housing Choice Voucher (HCV) assistance program is funded by the federal government and administered by the Orange County Housing Authority for the jurisdiction of the City of Hillsborough / County of Orange County.

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CHAPTER 1
OVERVIEW

A. THE PUBLIC HOUSING AUTHORITY (PHA)

Organization And Structure Of The PHA

The Section 8 tenant-based Housing Choice Voucher (HCV) assistance program is funded by the federal government and administered by the Orange County Housing Authority for the jurisdiction of the City of Hillsborough / County of Orange County.

The Public Housing Authority (PHA) receives its funding for the Housing Choice Voucher (HCV) program from the Department of Housing and Urban Development (HUD). OCHA is not a federal department or agency. A PHA is a governmental or public body, created and authorized by state law to develop and operate housing and housing programs for low-income families. The PHA enters into an Annual Contributions Contract (ACC) with HUD to administer the program requirements on behalf of HUD. The PHA must ensure compliance with federal laws, regulations and notices and must establish policy and procedures to clarify federal requirements and to ensure consistency in program operation.

OCHA is governed by the OCHA Advisory Board. Boardmembers are appointed in accordance with state housing law and generally serve in the same capacity as the directors of a corporation, establishing policies under which OCHA conducts business, ensuring that policies are followed by PHA staff and ensuring that OCHA is successful in its mission. The board is responsible for preserving and expanding the agency's resources and assuring the agency's continued viability.

Formal actions of the PHA are taken through written resolutions, adopted by the board of commissioners and entered into the official records of the PHA.

The principal staff member of OCHA is the executive director, hired and appointed by the board of commissioners. The director is directly responsible for carrying out the policies established by the board and is delegated the responsibility for hiring, training and supervising the PHA staff in order to manage the day-to-day operations of the PHA. The executive director is responsible for ensuring compliance with federal and state laws and directives for the programs managed. In addition, the executive director's duties include budgeting and financial planning for the agency.



PHA Mission, Commitment To Ethics And Service

OCHA Policy

MISSION STATEMENT: The Orange County Housing Authority's mission is to provide safe, decent and sanitary housing conditions for very low-income families and to manage resources efficiently. OCHA promotes personal, economic and social upward mobility to provide families the opportunity to make the transition from subsidized to non-subsidized housing.

- Provide decent, safe, and sanitary housing -- in compliance with program housing quality standards -- for very low income families while ensuring that family rents are fair, reasonable, and affordable.
- Promote a housing program which maintains quality service and integrity while providing an incentive to private property owners to rent to very low-income families.
- Administer applicable federal and state laws and regulations to achieve high ratings in performance measurement indicators while maintaining efficiency in program operation to ensure fair and consistent treatment of clients served.
- Attain and maintain a high level of standards and professionalism in day-to-day management of all program components.

The Administrative Plan is laid out to present federal regulations along with local Orange County additions to the federal guidelines. Throughout the document, the federal regulations are presented first, and local additions and clarifications are designated by an indented passage titled "OCHA Policy."

ORANGE COUNTY HOUSING DEPARTMENT

HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN

3

Other developments in store

- 8 new vouchers awarded
- Work Numbers
 - Most reliable income verification tool
- Moving to Work Demonstration
 - Deadline December 8th

Other Items



PHA 5-Year Plan & Annual Plan

- Plans required by HUD every 5 and 1 years, respectively
- Language has been added to plan for Board review
- Plans posted on website for mandatory public comment period
- Questions? Comments?
 - **Vote Needed**

Wrap Up



Questions

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