

Housing Authority of Alameda County  
Commission Meeting Report  
February 15, 2024  
Peggy McQuaid

The Housing Authority of Alameda County (HACA) Commission met for the regular meeting on February 14, 2024.

#### **4. Executive Director's Report**

FY2024 Annual Plan Released for Public Comment: HACA released the proposed FY2024 Annual Plan for public comment on January 26, 2024. The public comment period is open through March 13, 2024, and a public hearing will also be held on March 13, 2024. During the public comment period, the proposed FY2024 Annual Plan is available for review on HACA's website ([www.haca.net](http://www.haca.net)) and in HACA's office at 22941 Atherton St. in Hayward.

HUD requires Housing Authorities to submit 5-year Plans and Annual Plans based on their fiscal year. The content of the Annual Plan is a template provided by HUD, which includes standard housing program information and summarizes key updates to policies, operations, and overall goals for addressing housing needs through HACA's Housing Choice Voucher (HCV) program, including progress in meeting the goals of HACA's 5-year Plan.

The proposed FY2024 Annual Plan largely describes changes to HACA's Administrative Plan regarding policies that govern eligibility and rent determination due to the implementation of Sections 102 and 104 of the Housing Opportunity Through Modernization Act of 2016 (HOTMA). These HOTMA Administrative Plan revisions are included in this Annual Plan per HUD requirements; however, these policies will not be implemented until January 1, 2025, or when HACA transitions to HUD's Housing Information Portal (HIP), whichever is later.

The Annual Plan will be presented to the Housing Commission for approval at the March 13 meeting and must be submitted to HUD by April 16, 2024.

*The Commission requested that resources for non-English speakers be added to the web site.*

#### **5. New Business**

##### **5-1 Recognize Ronald (Ron) Kidd as HACA's Shining Star for February – August 2024**

###### **BACKGROUND**

In 2011, a committee of HACA employees created a recognition program called the "HACA Shining Star." The purpose of the program is to foster the concept of community by providing employees the opportunity to recognize a person who they work with for outstanding performance, exceptional contributions, and their positive impact on overall agency operations.

Once the nominations are submitted, a sub-committee of HACA employees is formed then tasked with reviewing the nominations and selecting the HACA

Shining Star. The recognition runs every 6 months and the awardees receive various honors including a reserved parking spot, vacation time, recognition and acknowledgement from the Housing Commission, a trophy, and “news coverage” on HACA’s intranet.

## **DISCUSSION**

HACA is privileged to have on its staff Ronald (Ron) Kidd, a Housing Maintenance Worker II, in HACA’s Facilities and Maintenance Department. Ron’s selection as HACA Shining Star for the months of February – August 2024 was announced at an All Staff meeting held on January 26. The comments below were submitted by those who nominated Ron and describe his outstanding work and impact on HACA’s operations:

*He is always willing to help. He is willing to give new ideas of how to move forward with the jobs and the best way to do it. He gives the best attention to the tenants. It is very easy to work together with him. He is always ready to help when needed, order parts and appliances on time, assist the contractors, inspectors, make reports, follow-up on the progress of pending jobs to the end, inspect and complete reports on vacant units, and does it all in the best way possible.*

### **5-2 Recognition of HACA’s Years of Service Award Recipients**

HACA’s service awards program recognizes employees, in 5-year increments, who have achieved 5 or more years of service with HACA. Employees receive an employee recognition gift and, depending on the number of years of service the awardee has achieved, he or she may also receive vacation time.

- 5 years of service – 5 employees
- 10 years of service – 1 employee
- 15 years of service - 6 employees
- 20 years of service – 2 employees

### **5-3 Resolution Approving Amendments to HACA’s Conflict of Interest Code**

#### **BACKGROUND**

The Political Reform Act (Government Code §81000) requires state and local government agencies to adopt a Conflict of Interest Code (Code) and to review the Code on a biennial basis. The biennial review of the Code typically occurs in even numbered years.

#### **DISCUSSION AND ANALYSIS**

Since the last review of HACA's Code, there have been updates to certain HACA job classifications and titles, some of which are listed in the Code's List of Designated Employees which identifies the HACA employees who are required to disclose certain economic interests. All of these updates require amendments to the Code.

Staff is proposing to amend HACA's Code to make the necessary updates to the list of designated employees as well as revise some language in the overall Code.

Upon approval by your Commission, staff will submit the amended Code to the Alameda County Board of Supervisors for their final approval. The amended Code does not become effective until approved by the Alameda County Board of Supervisors.

Resolution 02-24 unanimously approved.

#### **5-4 Quarterly Investment Portfolio Report**

##### **BACKGROUND**

Public agencies are required to file an investment policy with their governing boards and to provide quarterly financial reports on the status of the agency's investments to certify their compliance with the approved investment policy.

The total investment is \$29.6 million. \$1.59M, or 5% of the total portfolio, is invested in Union Bank commercial paper, and \$28.01M, or 95% of the total, in the State of California Local Agency Investment Fund (LAIF).

#### **5-5 Budget Status Report**

In summary, revenue is higher than expected due to an increase in funding from HUD. Staff vacancies have driven down expenses while also impacting programs.

*The Commission requested a narrative of changes to the financial reports to be included in the quarterly financial reports.*

#### **Program Activity Report**

Currently there are 6,898 Section 8 HCV (Housing Choice Voucher) program units under contract. The average HAP (housing assistance payment) subsidy is \$1806, the average tenant paid rent is \$613, the average contract rent is \$2420.

PACH (Preserving Alameda County Housing, Inc) has 220 PBV (Project Based Voucher) Units. These are properties owned by HACA.

Albany currently has 10 HCV contracts. The average contract rent is \$1687, the average HAP payment is \$1317, the average rent paid by family is \$370 (22% of total rent).

It should be noted that Albany lost 1 voucher as the tenant relocated with their voucher to Sacramento. There is no direct way to replace this voucher immediately.

The SAHA project will have 5 project-based vouchers (PBV) which will stay with the project, not with the individual tenants.

### **The Family Self Sufficiency Program (FSS)**

The FSS Program is a partnership between low-income families on the Section 8 Housing Choice Voucher program and the US Department of Housing and Urban Development (HUD). This five-year program, which began 30 years ago, helps families who are receiving rental assistance move to economic independence.

### **FSS PROGRAM ACTIVITIES**

#### **Program Coordinating Committee Members**

FSS continues to host quarterly PCC meetings. The next meeting will be held on March 13, 2024. The PCC consists of Alameda County agencies, non-profit organizations and FSS participants. Members change over time as we strive to bring in new and diverse community organizations. The following is a list of our current PCC:

- Habitat for Humanity
- Hayward Public Library
- Hayward Rubicon & WIOA Program
- Eden Information & Referral
- Bay Area Quality Insurance Agency (Covered California)
- Partners for Change Tri-Valley
- Downtown Streets Team
- SparkPoint Fremont
- A-1 Community Housing Services
- Workforce Development Board (WIB)
- Two FSS participants

#### **FSS Participant Spotlight**

This man, a HUD-VASH program participant, was a single father of three when he joined the FSS program in December 2019. He worked part-time driving for Uber until the COVID-19 pandemic. He set a goal to become a project manager. His FSS Coordinator connected him with the Workforce Investment and Opportunity Act (WIOA) program at the Tri-

Valley Career Center. The WIOA program covered the entire cost of his classes, books, and licensing exam for the project management professional (PMP) certification. He passed the PMP exam and obtained a job as a project manager in February 2022. His household income increased significantly from \$12,500 when he first joined the program to \$120,000. He also set a goal to become homeownership ready. He was able to pay off his credit card debt and save over \$7,000 toward a downpayment and increase his credit score above seven hundred. He is completely self-sufficient and continues to work toward his goal of becoming a homeowner without Housing Choice Voucher (HCV) assistance.

## **FSS PROGRAM SUMMARY**

### **January 2024**

Total Clients Under Contract: 230  
Graduates: 0  
Escrow Disbursed: 0  
Ports In: 0  
Ports Out: 0  
Terminations: 1  
New Contracts: 3  
Case Management Referrals: 18  
Job Referrals: 29

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