September 2, 2020 RAB Minutes

RAB Members Present: Katherine Dounis, Margaret Nolan, Kevin Gladstone, Michael Harris, Molly Scott, Royce McLemore, Mia Cooper, Tamra Phillips, Danielle Hoff, Tanya Rouin

Absent RAB Members: Carlos Martinez, Regina Talton. Excused Absence: Anne Taylor

Marin Housing: Kimberly Carroll, Evan Smith, Bernadette Stuart, Gayle Suits

Secretary: Patricia Nordin

Meeting called to order 3:30 p.m. Roll call.

Gayle did present a NEW HCV Preference to be incorporated into the Admin Plan. This preference would be for GCV PH residents that are participate or have graduated from the Family Self Sufficiency program (FSS). To be eligible applicants must be on a homeownership track in 1 to two years and have a credit score of 680 or better. They must have access to adequate funds for the down payment and closing costs of $20,000, of which $5,000 should be their own (these funds will be in an FSS escrow account). They must be employed for at least 30 hours a week for at least one year. They must be actively paying down debt, if applicable. Once issued a voucher, they must participate in a HUD certified Home Buyers Education course every three years. There are vouchers for a possible twenty households, per year, from the waitlist. Royce asked how many residents participate (52 out of 300). There are funds out there for first time homeowners.

Margaret said that preference, on the waitlist, should be given to fire victims. Mia said that knowledge of the FSS is not widely known. Kimberly and Gayle responded that they knew the process was stressful. Kevin made a motion that this should be incorporated into the Admin Plan. Kathy seconded.

Kimberly continued to review the proposed Admin Plan beginning a 11.D. Interim decreases will be effective the month after they are reported, with documents verified. Verification of the change is required for MHA to make the adjustment to rent.

Family members can only be absent for sixty days, without reasonable accommodation, before assistance be terminated. Kevin said that this should be ninety days. All head of household the spouse should put it in writing to terminate assistance. Kimberly noted the request to change form 60 to 90 days.

When there is insufficient funding the protected groups are Mainstream, VASH and FUP, elderly/disabled. Kimberly said this had never happened but MHA needs the policy. First to be terminated are families that received their voucher the shortest amount of time, those still looking, and those with the smallest subsidy. RAB requested for the policy to stay as it currently is removing those with the smallest HAP and been on longer to be the first to be removed after those searching and those with repayment agreements- this would exclude senior/disabled and special programs.
MHA can obtain the police record for serious and repeated violent incidences. MHA only does a criminal check at the beginning of tenant intake and when there is a new household member added. For Section 8, MHA can only take away the subsidy. The landlord is responsible for eviction, in accordance with the lease. This is only being done based on available evidence and direct knowledge from neighbors and owners.

MHA can terminate subsidy if family members are added to the household without their knowledge. MHA can add the new member to the voucher, the landlord would need to approve the additional of the member to the lease. RAB suggested our providing participants an opportunity to add the member and enter into a repayment agreement if necessary.

MHA can terminate subsidy for sexual abuse or quid pro quo pressure.

The Fair Market Rate (FMR) is going up 90% to 110% on November 1, 2020.

There is a utility allowance for air conditioning stated in the Admin Plan and UA schedule.

The Hearing Officer can be any current employee other than the one making the complaint or their immediate subordinate. If a resident misses an appointment or deadline, the action will take effect. They will be granted no additional hearing. Margaret said that the procedures should be an addendum to the Admin Plan. Royce said that procedures shouldn’t be part of the Admin Plan. MHA is not bound by the decision of the hearing officer. In such cases, MHA will mail Notice of Final Decision to participants on the same day.

MHA will notify HUD of lead in the home within five business days.

Kevin wants to have the RAB send a letter explaining the election process and voter registration cards to every tenant for the November 3rd election. The Voter Registrar can give us the post cards but MHA will have to pay for the postage. It should be sent out by September 19th. Kevin, Mia, Tanya, and Tamra will write the letter and Royce will sign it. MHA has the capacity to stuff envelopes.

Meeting adjourned 5:50 p.m.