



# Yolo County Housing

**Lisa A. Baker, Executive Director**

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## BOARD OF COMMISSIONERS

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DATE: May 7<sup>th</sup>, 2009  
TO: YCH Board of Commissioners  
FROM: Lisa A. Baker, Executive Director  
PREPARED BY: Judson Brown, Housing Assistance Administrator  
SUBJECT: **Receive and File the 2008 SEMAP Confirmatory Review Response**

### RECOMMENDED ACTIONS

That the Board of Commissioners Receive and File the 2008 Section 8 Management Assessment Program Confirmatory Review.

### BACKGROUND / DISCUSSION

The Section Eight Management Assessment Program (SEMAP) was designed by the U.S. Department of Housing and Urban Development (HUD) to assess whether Housing Choice Voucher (HCV) tenant based assistance programs operate to help eligible families afford decent rental units at the correct subsidy cost. It also provides a system for HUD to measure public housing agency (PHA) performance in key HCV program areas and to assign performance ratings. There are fourteen indicators which are used to assign the performance ratings. There is a maximum of 145 points (or 150 with bonus points).

SEMAP is partly a self-assessment system and partly confirmed through data reported electronically to HUD. In 2007, the YCH received a comprehensive Tier Review, which, in part, was an on-site confirmatory review of its self-reporting SEMAP score. As a result of that Tier Review, the YCH's standard rating was downgraded to troubled. The YCH entered into an agreement with HUD to improve Voucher operations.

In 2008, the YCH posted a standard rating for its self assessment. Under federal statutory regulations, the YCH must be considered "troubled" until an on-site confirmatory review is conducted by HUD.

In January 2009, HUD performed a SEMAP Confirmatory Review of the HCV Program. The purpose of this review was to confirm whether YCH was in compliance with the SEMAP Certification process as required by 24 CFR 985 and the applicable governing regulations in 24 CFR 5 and 982. Staff is happy to report that the SEMAP confirmatory review confirmed the YCH SEMAP designation as a Standard Performer. The YCH overall SEMAP score for FYE June 30, 2008 is 66%.

The confirmatory review report includes findings, concerns, observations, and required corrective actions. Findings are violations of statutes, regulations, and/or the Consolidated Annual Contributions Contract. Concerns are programmatic or procedural issues that are in danger of becoming findings and should be corrected to ensure program integrity.

*Working together to provide quality affordable housing and community development services for all*

Observations either record YCH good practices or poor practices. Recommendations are made whenever possible to provide technical assistance to YCH to improve performance in its operations. The majority of the findings in the report are due to SEMAP Quality Control and SEMAP file documentation.

In accordance with requirements, staff is preparing a response to the Confirmatory Review. That response involves all of the actions that YCH has already taken or will take to resolve the required corrective actions in the Report. According to an e-mail that staff received in April, the corrective actions that YCH has already taken should close out the findings in the report.

**FISCAL IMPACT**

None at this time.

**CONCLUSION**

The Board should receive and file the 2008 SEMAP Confirmatory Review.

**Attachment:** 2008 SEMAP Confirmatory Review



MAR 27 2009

**U.S. Department of Housing and Urban Development**  
San Francisco Regional Office - Region IX  
600 Harrison Street  
San Francisco, California 94107-1387  
www.hud.gov  
espanol.hud.gov

Mr. Michael H. McGowan  
Board Chairperson  
Yolo County Housing Authority  
147 West Main Street  
Woodland, CA 95695-3312

Dear Mr. McGowan:

SUBJECT: SEMAP Confirmatory Review Report

The Yolo County Housing Authority (YCHA) has been previously designated as "Troubled" under the Section Eight Management Assessment Program (SEMAP). For the Housing Authority's fiscal year ending June 30, 2008, the HACSM submitted a SEMAP Certification with a rating of Standard Performer. PIH Notice 2005-33 specifies that a SEMAP Troubled Housing Authority will retain the troubled designation until HUD formally removes the designation based on a SEMAP Confirmatory Review.

Our office performed an on-site SEMAP Confirmatory Review on January 12, 2009, through January 15, 2009. The review was conducted by Martha Ruiz, Public Housing Revitalization Specialist, Team Leader and Carol Joseph, Public Housing Revitalization Specialist. The SEMAP Confirmatory Review looked at the supporting documentation for the all fourteen (14) SEMAP indicators that apply to the YCHA. A summation of the review was presented at the exit conference held at the Housing Authority on January 15, 2009. **Overall there are 8 Findings, 1 Concern and 6 Observations and the overall rating SEMAP score is 66%. Yolo County Housing Authority is designated a Standard Performer.**

We request that you respond, in writing to our office, within 45 calendar days of the date of the report, stating actions taken to address findings and required corrective actions contained in this report. If required corrective actions cannot be fully completed within the specified 45 days period, it will be necessary for the YCHA to submit a Corrective Action Plan (CAP) detailing the actions that will be taken to correct the findings.

We wish to express our sincere appreciation to Ms. Lisa Baker, Mr. Judson Brown and to all the staff for their courtesy and cooperation during the review. We recognize the concerted effort that has been made by this dedicated staff in the past year to enhance the management of the Housing Choice Voucher Program.

If you have any questions regarding this review or any aspect of the Public Housing Program, please contact Martha Ruiz, Public Housing Revitalization Specialist, at (415) 489-6434.

Sincerely,



For Stephen Schneller  
Director  
Office of Public Housing

Enclosures

CC: Ms. Lisa Baker  
Executive Director  
Yolo County Housing Authority  
147 West Main Street  
Woodland, CA 95695-3312

On January 15, 2009, a Confirmatory Review was conducted by this office. The results of the review are explained in the Confirmatory Review Report. Overall there are 8 Findings, 1 Concern and 6 observations. The report also request that you respond, in writing to our office, within 45 calendar days of the date of the report, stating actions taken to address findings and required corrective actions contained in this report. If required corrective actions cannot be fully completed within the specified 45 days period, it will be necessary for the YCHA to submit a Corrective Action Plan (CAP) detailing the actions that will be taken to correct the findings. Any items in the existing CAP that are not yet completed should be incorporated into the new CAP.

If you require additional information, please contact Martha Ruiz, Public Housing Revitalization Specialist. Ms. Ruiz can be reached at (415) 489-6434.

Sincerely,



*For* Stephen Schneller  
Director  
Office of Public Housing



**U.S. Department of Housing and Urban Development**

San Francisco Regional Office - Region IX  
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MAR 27 2009

Ms. Lisa Baker  
Executive Director  
Yolo County Housing Authority  
147 West Main Street  
Woodland, CA 95695

Dear Ms. Baker:

This letter provides the scoring information for the **Yolo County Housing Authority's** Section 8 Management Assessment Program (SEMAP) for fiscal year ending June 30, 2008. SEMAP enables HUD to better manage the Housing Choice Voucher (HCV) program by identifying PHA capabilities and deficiencies related to the administration of the HCV program. As a result, HUD will be able to provide more effective program assistance to PHAs.

The **Yolo County Housing Authority's** final score for the fiscal year ended **06/30/2008** is **66%**. The Housing Authority's overall designation is **Standard Performer**. The following are your scores on each indicator:

Indicator 1	Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))	0
Indicator 2	Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)	20
Indicator 3	Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)	20
Indicator 4	Utility Allowance Schedule (24 CFR 982.517)	0
Indicator 5	HQS Quality Control (24 CFR 982.405(b))	0
Indicator 6	HQS Enforcement (24 CFR 982.404)	0
Indicator 7	Expanding Housing Opportunities	0
Indicator 8	Payment Standards (24 CFR 982.503)	5
Indicator 9	Timely Annual Reexaminations (24 CFR 5.617)	10
Indicator 10	Correct Tenant Rent Calculations (24 CFR 982, Subpart K)	5
Indicator 11	Pre-Contract HQS Inspections (24 CFR 982.305)	5
Indicator 12	Annual HQS Inspections (24 CFR 982.405(a))	10
Indicator 13	Lease-Up	20
Indicator 14	Family Self-Sufficiency (24 CFR 984.105 and 984.305)	0
Indicator 15	Deconcentration Bonus	0