

February 14, 2006

Board of Commissioners
Marin Housing
Marin County Civic Center
San Rafael, CA 94903

**SUBJECT: Section 8 Management Assessment Program (SEMAP) Fiscal Year 2005
Certifications**

RECOMMENDATION: Approve the attached Resolution authorizing the Chair of the Board of Commissioners and the Executive Director to sign the 2005 Section 8 Management Assessment Program (SEMAP) Certifications.

SUMMARY: HUD established SEMAP in 1998 to measure housing authority performance in 14 key Section 8 program areas (plus one bonus area). The SEMAP is a self-certification program whereby housing authorities report their performance on the 14 indicators and then certify to HUD that their report is true and accurate. Based on the SEMAP score a housing authority is rated as a:

- high performer (91%+)
- standard performer (60% to 90%)
- troubled agency (below 60%)

In 2004 we achieved 61% and were rated a “standard performer.” This moved us up from the “troubled agency” status we had been in for 2002 and 2003. This year we are still a standard performer, but we have raised our score to 79%. Staff worked diligently in the latter half of 2004, both with HUD and internally, to move us out of the troubled category and has continued to improve performance as can be seen with the 18% point increase. This year we will focus on the three areas where we lost points with the goal of being a high performer for 2006.

Our 2005 SEMAP indicators reflect three areas in which we project we will be marked down: 1) proper selection from the waiting list, 2) HQS enforcement, and 3) timely annual recertifications.

Waiting List. We lost points for the waiting list indicator because we switched 15 participants from the HOPWA program (for persons living with HIV/AIDS) to the Section 8 voucher program without having them wait their turn on the Section 8 waiting list. These 15 HOPWA participants were going to lose their rental subsidies due to a decrease in funding and we were mistaken when we believed such interprogram transfers were allowed, as our Administrative Plan had permitted them for many years. HUD is already aware of the transfers and we have amended our Administrative Plan to delete the improper transfer provisions. Thus, we should be able to claim full points in this category for 2006.

Housing Quality Standards. We have greatly improved our HQS procedures, but we were still unable to meet the strict standard of 98% compliance (we achieved 95.5%). Out of 178 failed

inspections, 8 were not re-inspected within the permitted timeframe, mainly due to the unexpected absence (jury duty) of one of our two inspectors. We have now built in coverage for such absences.

Annual Recertifications. Housing authorities are required to perform annual recertifications for each program participant at least every 12 months. SEMAP provides for up to 10% to be late but we estimate that 24% of ours were late. We have redistributed staff workload to address this.

Below is a table listing each of the 14 indicators (plus the bonus) and our scoring history. An indicator with “N/A” means that HUD was not scoring it that year.

SEMAP Indicator	Total Possible Points	2002 Score	2003 Score	2004 Score	2005 Score (projected)
1. Selection from Waiting List	15	15	0	0	0
2. Reasonable Rent	20	0	0	20	20
3. Determination of Adjusted Income	20	0	0	0	20
4. Utility Allowance Schedule	5	0	5	0	5
5. HQS Quality Control Inspections	5	5	5	5	5
6. HQS Enforcement	10	0	0	0	0
7. Expanding Housing Opportunities	5	5	0	5	5
8. Payment Standards	5	0	5	5	5
9. Timely Annual Re-examinations	10	10	10	10	0
10. Correct Tenant Rent Calculations	5	5	5	5	5
11. Pre-contract HQS Inspections	5	N/A	N/A	N/A	5
12. Annual HQS Inspections	10	N/A	N/A	0	10
13. Lease-up	20	20	20	20	20
14. FSS Enrollment/Escrow Accounts	10	10	5	10	10
15. Bonus: Deconcentration	5	5	5	5	5
Total Points		75	60	85	115
Total Possible Points (excludes bonus)	145	130	130	140	145
HUD Rating		58%	46%	61%	79%

Very truly yours,

CHRISTINE GOUIG
Executive Director

Attachments: Resolution
SEMAP Certifications