HAWAII PUBLIC HOUSING AUTHORITY
NOTICE OF MEETING
SPECIAL BOARD OF DIRECTORS MEETING
September 9, 2009
1:00 p.m.
1002 North School Street, Building E
Honolulu, Hawaii 96817

AGENDA

I. CALL TO ORDER / ROLL CALL

II. APPROVAL OF MINUTES

A. Regular Meeting, August 20, 2009
B. Executive Sessions, August 20, 2009

III. PUBLIC TESTIMONY

Public testimony on any agenda item shall be taken at this time. Pursuant to section 92-3, Hawaii Revised Statutes, and section 17-2000-18, Hawaii Administrative Rules, the Board may limit public testimony to three minutes.

IV. DISCUSSION AND DECISION MAKING

A. Evaluation of the Executive Director's performance to date. Discussion and Decision Making Related to the Executive Director and whether or not he should be retained

The Board may go into executive session pursuant to Hawaii Revised Statutes sections 92-4 and 92-5(a)(2) to consider employment related matters affecting privacy as they relate to the Executive Director and section 92-5(a)(4) to confer with the Board's attorney on questions and issues pertaining to the Board's powers, duties, privileges, immunities, and liabilities related to this agenda item.

B. Decision Making: To Adopt the Hawaii Public Housing Authority's Goals and Objectives for Fiscal Year 2009-2010

V. FOR INFORMATION/FOR DISCUSSION

A. Status of the Ameresco Energy Performance/Investment Grade Audit of Federal Housing Projects Financing

If any person requires special needs (i.e. large print, taped materials, sign language interpreter, etc.), please call the Secretary to the Board at (808) 832-4690 by close of business two days prior to meeting date.

HAWAII PUBLIC HOUSING AUTHORITY
FY 2010 GOALS & OBJECTIVES
July 1, 2009 – June 30, 2010

Goal #1 Public Housing:

Improve ratings under the "Standard Performer" status under HUD's Public Housing Assessment System (PHAS[1]).

Objectives: Receive passing scores on the 4 indicators assessed by HUD, move closer to high performer.

Management Operations

- Refer eviction referrals (or payment agreements) after rent delinquency of 30 days, by end of fiscal year.
- Monitor PHAS requirements on a monthly basis.
- Conduct 95% of recertifications.
- Achieve 97% occupancy by end of fiscal year.

HPHA's Financial Condition

- Collect an average of 97% rent receivables by the end of the fiscal year.
- Implement monthly review and reconciliation of AMP general ledger within 30 days after the end of the reporting period.
- Complete and submit bad debt write off to the Attorney General's office within 180 days of vacancy.

Physical Condition of HPHA properties

- Abate emergency work orders within 24 hours; complete tenant requested work orders within 25 days.
- Complete 100% of Annual Unit Inspections within 12 months of last inspection.

Improve Resident Satisfaction with Public Housing Operations and Increased Communication with Tenants

- Conduct 100% AMP resident meetings 4 times per fiscal year, 2 involving AMP managers only.
- Implement tenant monitor pilot program in at least 3 housing projects, by the end of fiscal year.
- Increase number of active tenant associations.
- Develop strategies and training for public housing managers and staff to improve responsiveness to resident concerns, as measured by resident surveys.
- Coordinate, promote and provide effective programs and activities to promote economic self-sufficiency of residents.

Goal #2 Section 8 Housing Choice Voucher Program:

Obtain "High Performer" status under HUD's Section 8 Management Assessment Program (SEMAP).

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[1] Passing score is 70; high performer is 90+. HPHA's last scores were 71 in FY 2007 and 75 for FY 2008. Nationally HUD did not utilize rating for FY 2009. HUD intends to implement a new PHAS for FY 2010 with differently weighted measurements, which have not been set.

Objectives:

- Maintain 95-100% utilization of authorized budget without exceeding authorized limits.
- Balance the administrative costs budget for staffing and operations.
- Explore methods to increase number of vouchers and funding, and to utilize Housing Choice Vouchers for supportive housing.
- Achieve at least 90% no errors on determinations of rent reasonableness.
- Adjust utility allowance no later than June 1, 2010.
- Complete all Housing Quality Standards inspections.
- Enforce corrections to all Housing Quality Standards findings.
- Complete at least 95% annual reexaminations on time and in compliance.
- Lease up at least 98% for the calendar year ending December 31, 2009.

Goal #3 Homeless Services:

Provide homeless prevention and intervention which promotes the social and economic self-sufficiency of families and individuals in the State of Hawaii.

Objectives:

- Provide for a network of homeless prevention and intervention services within a balanced budget in light of potential reductions in state funding.
- Meet federal funding timetables and reporting requirements.
- Targeted program outcomes for FY 2010.
  - Number of homeless transitioning to permanent housing: 3,300 persons
  - Number of unduplicated clients served by outreach providers: 11,000 persons
  - Number of unduplicated persons served by the shelter providers: 9,000 persons
  - Number of persons prevented by becoming homeless: 2,000
- Work with the State Administration and Legislature to effect the transfer of the Homeless Programs to the Department of Human Services on July 1, 2010.

Goal #4 Housing Modernization and Development:

Fully utilize state and federal capital funding to renovate and modernize state and federal public housing properties to promote safety, accessibility and crime prevention.

Objectives:

- Attain timely design, bidding and construction by meeting deadlines for obligation/encumbrance, and expenditure of allotted funds.
- Fix all existing vacant units by end of fiscal year, except for Kuhio Park Terrace and Kalihi Valley Homes, which will take into the following year.
- Repair all new long term vacant units within an average of 270 days, subject to the availability of funds.
- Contract for KPT mixed income redevelopment.
- Execute the energy performance contract for planned energy conservation measures.

Goal #5 Fiscal Management:
Provide effective and efficient fiscal management services.

Objectives:

- Meet HUD's deadline for the unaudited and audited Financial Data System submittals as published by HUD.
- Complete the independent audit by December 31, 2009.
- Resolve all FY 2008 audit findings by September 30, 2009.
- Resolve all FY 2009 REAC findings by November 30, 2009.
- By December 2009, provide monthly budget-to-actual reports for the previous month, within 30 days.

Goal #6 Administrative and Operational Effectiveness:
Develop and operate an effective organization by providing timely, appropriate, and necessary administrative support services to manage the HPHA's programs.
Objectives:

- Balance the entire agency budget by the end of the fiscal year.
- Complete and implement the HPHA's comprehensive training plan (subject to the availability of funds and DHS approvals).
- Work with the board and legislature to develop policies that promote resident responsibility and self sufficiency.
- Work cooperatively with community representatives and other units of government to prevent discrimination in HPHA programs and to further fair housing objectives.
- Implement Emphasys Elite software system for the Section 8 Program by March 2010.
- Seek Moving To Work status and designation by HUD.
- Achieve elderly only designation for certain projects by end of fiscal year.