

Lake County Housing Commission

MARCH 10, 2020

WHAT WE DO

- The Lake County Housing Commission administers the Housing Choice Voucher Program, commonly referred to as Section 8. This program is funded by the United States Department of Housing and Urban Development (HUD).
- The program serves very low-income and extremely low-income tenants by assisting with rent payments through the use of a voucher. Lake County has been issued a total of 239 vouchers, 15 of which are designated for use by veterans currently working with the United States Department of Veterans Affairs. The number of vouchers allocated to each Housing Authority across the U.S. is determined by HUD.
- The program operates from a waitlist. It can take years to see movement in the list, with the open periods being brief and infrequent – once in the last 5 years for Lake County.

STEPS LEADING TO TODAY

- December 5, 2019 – The Lake County Housing Commission (LCHC) and the Resident Advisory Board (RAB) held a meeting to review the proposed Administrative Plan for 2020. After this review, the RAB recommendation was to approve the Plan as presented with no changes.
- Each Public Housing Authority (PHA) must annually hold a public hearing regarding any changes to the goals, objectives, and policies of that agency and invite public comment regarding such changes. Publication of notice of public hearing and comment period was made on December 13, 2019.
- February 13, 2020 – The LCHC held the public hearing at the PHA office located in Lower Lake. During this hearing, there were no comments received from the public.
- The LCHC is now requesting the Board of Housing Commissioners approve the proposed Administrative Plan for 2020.

Lake County Housing Commission

Administrative Plan 2020

Revision Detail

What is the Administrative Plan?

- The Lake County Housing Commission (LCHC) is the Public Housing Authority (PHA) for the County of Lake. The PHA receives its funding for the Housing Choice Voucher (HCV) program from the Department of Housing and Urban Development (HUD). The PHA enters into a contract with HUD to administer the program requirements on behalf of HUD. The PHA must ensure compliance with federal laws, regulations, and notices and must establish policy and procedures to clarify federal requirements and to ensure consistency in program operation. This is the purpose of the Administrative Plan. Each year this plan is revised to reflect current program guidelines. The updated plan must be approved by the Board of Housing Commissioners and submitted to HUD for final approval.

Updates to the Administrative Plan are noted on the following pages, with side by side comparison for review of changes from 2019 to 2020.

Update the HUD website address for the form HUD-50058
Instruction Booklet and update reference to PIH Notice 2012-10
which has been superseded by PIH Notice 2018-24

Page intro-iii

- **2019**

- <http://portal.hud.gov/hudportal/documents/huddoc?id=50058i.pdf>
- <http://portal.hud.gov/huddoc/pih2012-10.pdf>

- **2020**

- <https://www.hud.gov/sites/documents/FORM50058INSTRUCTBOOKLET.PDF>
- https://www.hud.gov/sites/dfiles/PIH/documents/PIH-2018-24_EIV_SSN_Notice_FINAL.pdf

Update the HUD website and HUD web address for Guidebooks, Handbooks, and other HUD resources

Page intro-iv

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| <ul style="list-style-type: none">• <u>2019</u>• http://portal.hud.gov/hudportal/HUD• http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips | <ul style="list-style-type: none">• <u>2020</u>• https://www.hud.gov• https://www.hud.gov/program_offices/administration/hudclips |
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Add verbiage regarding prohibition of sexual harassment

Page 2-3

- 2019
 - Not included in the list of prohibited acts.
- 2020
 - Added “Subject anyone to sexual harassment” to the list of prohibited acts.

Clarify verbiage regarding discrimination complaints and the PHA response

Page 2-4

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- 2019
 - HUD requires the PHA to make every reasonable attempt to determine whether the applicant's or participant's assertions have merit and take any warranted corrective action.
 - 2020
 - The PHA should make every reasonable attempt to determine whether the applicant's or participant's assertions have merit and take any warranted corrective action.

Update the HUD information notice number regarding Verification of Social Security Numbers (SSNs), Social Security (SS) and Supplemental Security Income (SSI) Benefits; and Effective Use of the Enterprise Income Verification (EIV) System's Identity Verification Report. PIH Notice 2012-10 has been superseded by PIH Notice 2018-24
Pages 3-14; 4-15; 6-26; 7-11; 12-3

- **2019**

- Reference made to PIH Notice 2012-10

- **2020**

- Reference made to PIH Notice 2018-24

SUMMARY OF UPDATES TO PIH NOTICE 2018-24 from 2012-10

- a. Updated website links and references.
- b. Removal of the provision in Paragraph # 22 requiring a PHA to notify HUD Headquarters when the PHA determines the tenant name or surname reported on the HUD 50058 is correct. In these instances, PHAs may notify the Social Security Administration (SSA).
- c. Revisions to the “Authorized Workarounds” in Paragraph # 22 for overdue examinations not completed due to pending litigation. Any information PHAs send to the field office must now be sent only by encrypted emails.
- d. Clarification of the penalties for noncompliance with EIVs Identity Verification Report in Paragraph # 24 and elimination of the right to appeal the imposition of penalties.
- e. Elimination of the attachments.

Update the list of media outlets to receive notification when the HCV waiting list is to be opened

Page 4-6

- 2019

- The Lake County Record Bee, the Penny Slaver and the Clearlake Observer, KPFZ, KNTI and KXBX Radio; LCTV; Career Centers; all Lake County Senior Centers; Mendocino and Yuba Colleges; and all Lake County social service agencies that serve the low-income, particularly the disabled and minority populations.

- 2020

- The Lake County Record Bee, KPFZ, and KXBX Radio; LCTV; Career Centers; all Lake County Senior Centers; Mendocino College, Lake Center and the Lake County Campus of Woodland Community College; and all Lake County social service agencies that serve the low-income, particularly the disabled and minority populations.

Add distributions from an ABLE account to the list of Additional Exclusions From Annual Income

Page 6-35

- **2019**

- Not included in the list of Additional Exclusions From Annual Income.

- **2020**

- Included “Distributions from an ABLE account, and actual or imputed interest on the ABLE account balance” in the list of Additional Exclusions From Annual Income.

Update the HUD information notice number regarding Administrative Guidance for Effective and Mandated Use of the Enterprise Income Verification (EIV) System.

PIH Notice 2017-12 has been superseded by PIH Notice 2018-18

Pages 7-1; 7-2; 7-3; 7-5; 7-6; 7-7; 7-8

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| • <u>2019</u> | • <u>2020</u> |
| • Reference made to PIH Notice 2017-12 | • Reference made to PIH Notice 2018-18 |

PIH Notice 2018-18 adds a new section incorporating the Income Validation Tool (IVT) Report. This report will facilitate and enhance public housing agencies (PHAs) identification of tenant unreported or underreported income information during interim and regular reexaminations. Deployment of the IVT began July 17, 2018, and concluded December 4, 2018. The IVT will provide projections of discrepant income for wages, unemployment compensation and SSA benefits pursuant to HUD's data sharing agreements with the Department of Health and Human Services (HHS) using the National Directory of New Hires (NDNH) database, and the Social Security Administration (SSA).

Add income validation tool (IVT) verbiage to the EIV Income and IVT Reports section

Page 7-4

- **2019**

- The data shown on income reports is updated quarterly.

- **2020**

- The data shown on income and income validation tool (IVT) reports is updated quarterly.

Add the HUD information notice numbers that refer to rental units that may not be used as comparables

Page 8-21

- 2019
- No reference to the HUD information notices that provide additional information regarding the regulations that guide which units may not be used as comparable units.
- 2020
- Notice PIH 2002-22, Notice PIH 2005-20, and Notice PIH 2011-46 are listed for reference.

Add a section for zero Housing Assistance Payment (HAP) families who wish to move

Page 10-6

- **2019**

- No section to address this issue.

- **2020**

- **Zero HAP Families Who Wish to Move [24 CFR 982.455]**

A participant who is not receiving any subsidy, but whose HAP contract is still in force, may request a voucher to move to a different unit. The PHA must issue a voucher to move unless it has grounds to deny assistance under the program regulations. However, if the PHA determines no subsidy would be paid at the new unit, the PHA may refuse to enter into a HAP contract on behalf of the family.

- **PHA Policy**

If a zero HAP family requests to move to a new unit, the family may request a voucher to move. However, if no subsidy will be paid at the unit to which the family requests to move, the PHA will not enter into a HAP contract on behalf of the family for the new unit.

Add additional types of evidence the PHA will accept to demonstrate a lease violation

Page 12-22

- 2019

- The PHA will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction or an owner's notice to evict.

- 2020

- The PHA will determine if a family has committed serious or repeated violations of the lease based on available evidence, including but not limited to, a court-ordered eviction or an owner's notice to evict, police reports, and affidavits from the owner, neighbors, or other credible parties with direct knowledge.

Add items to the list of evidence of owner program abuse

Page 14-10

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- 2019
 - Not included in the list of items.
- 2020
 - Committing sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2.
 - Retaliating against any applicant or participant reporting/alleging sexual or other harassment, either quid pro quo or hostile environment, based on the protected classes defined in Chapter 2.

Add a section regarding Small Area Fair Market Rents (SAFMRs)

Page 16-5

- 2019
- This section not included.
- 2020
- The PHA is not located in a metropolitan area and does not have the option of adopting SAFMRs.

End of presentation