



Regional Capital Assistance Teams Update

MASSNAHRO 2016 SPRING CONFERENCE

MAY 23, 2016

Opening Remarks

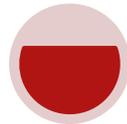
SARAH GLASSMAN
ASSOCIATE DIRECTOR FOR
PUBLIC HOUSING

Opening Remarks – Progress Updates



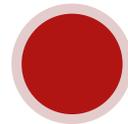
Gearing Up

Portal
Regulations
Tenant Board
Member in
Towns



Piloting

New Vacancy
System
Performance
Management
Review
Board Training



Launched

Agreed Upon
Procedures
Tenant Survey
Regional
Capital
Assistance
Teams



Opening Remarks – Up and Coming



Capital Budget



Income Mixing Demonstration

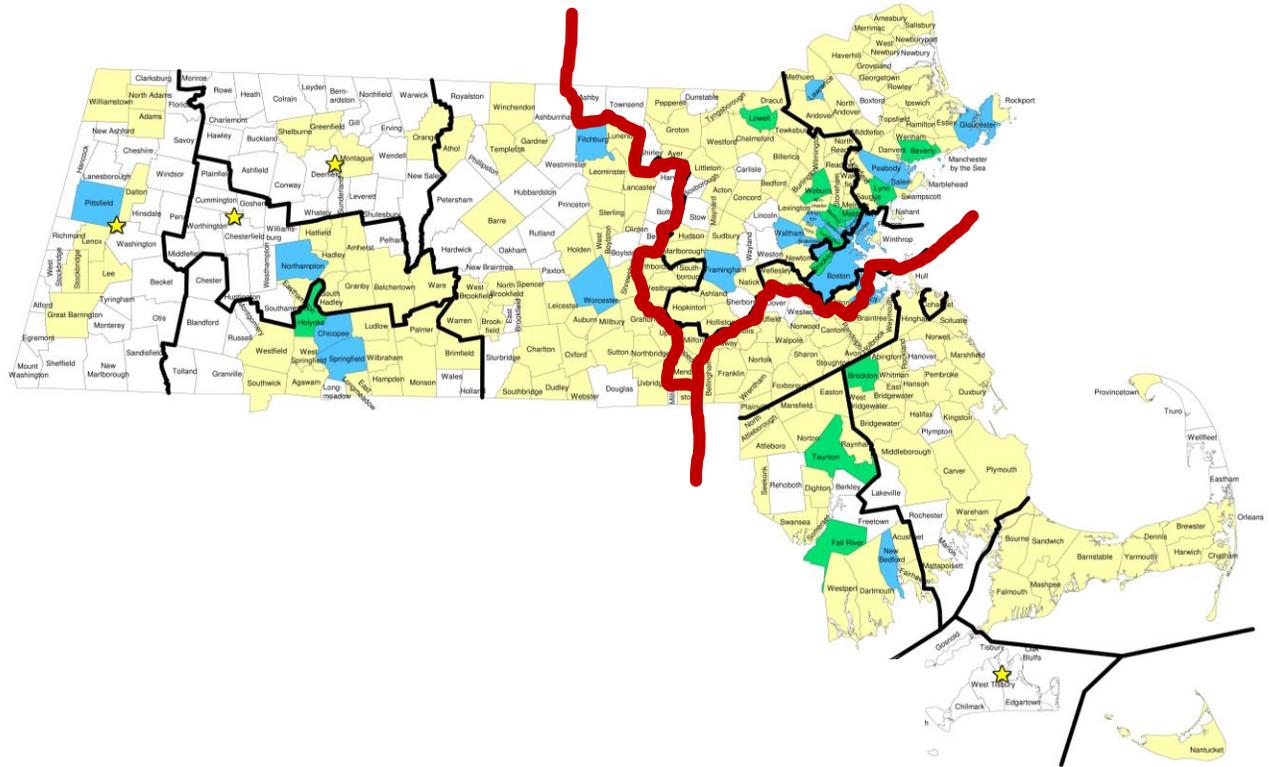


Aging in Community

Agenda

- ▶ Opening Remarks
- ▶ Introductions
- ▶ Program Overview: Background & Highlights
- ▶ Frequently Asked Questions
- ▶ Open Question Period
- ▶ Timeline for Implementation
- ▶ Next Step: Elect Advisory Boards

Introductions



Program Overview

BACKGROUND

HIGHLIGHTS

QUALITY ASSURANCE PLAN

Program Background: Legislation

- ▶ Chapter 235 Acts of 2014
- ▶ Section 26C of M.G.L. Chapter 121B
- ▶ DHCD establish a program to:
 - ▶ Allow LHAS to Work Collaboratively
 - ▶ Provide Technical Assistance on Capital & Maintenance Planning
 - ▶ Facilitate Capturing Economies of Scale



Program Background: Legislation

- ▶ Required participation
 - ▶ LHAs with <500 state-aided units shall participate
 - ▶ DHCD may grant a performance based waiver
- ▶ 3 Assistance Teams
 - ▶ Diverse Regions
 - ▶ Hosted by Housing Authorities that are chosen by DHCD RFP

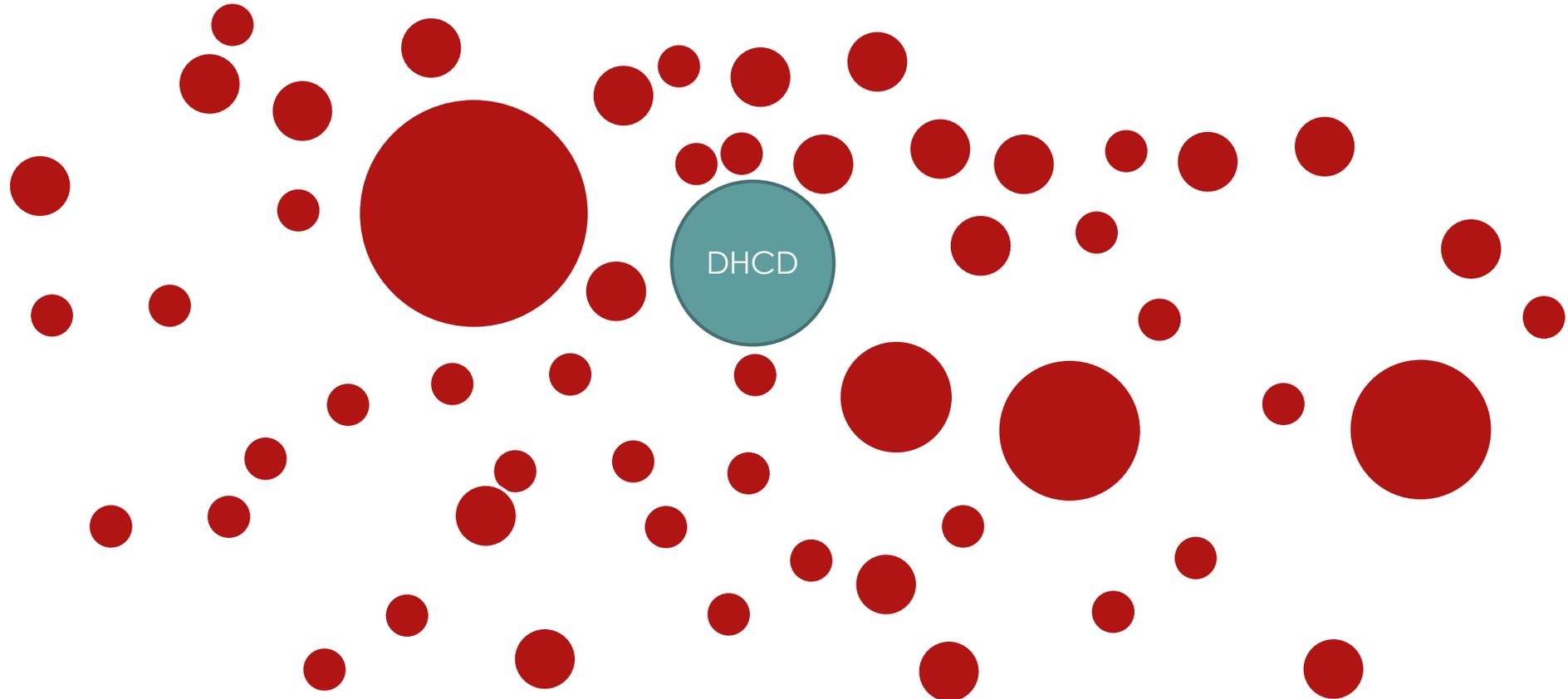


Program Background: Legislation

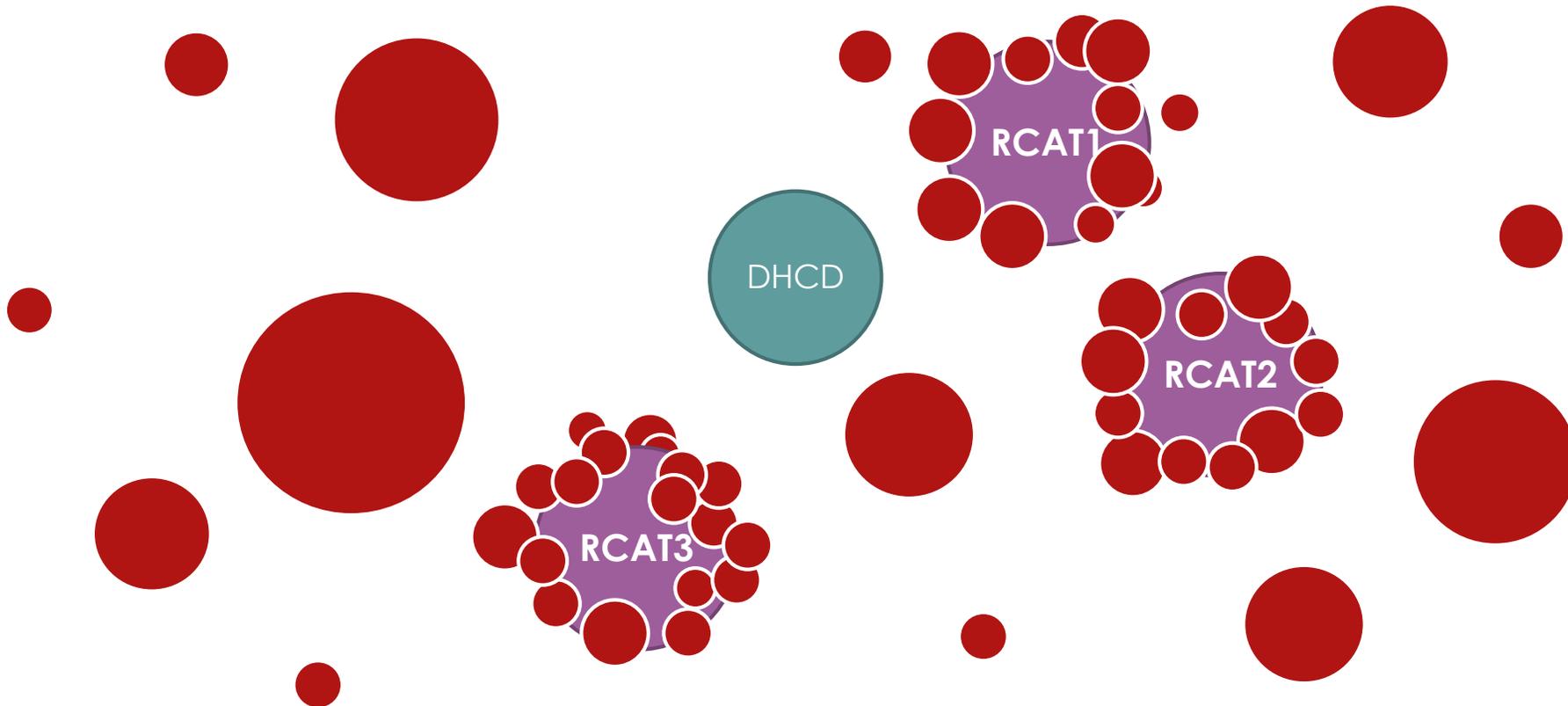
- ▶ 11 member Advisory Board for each regions
 - ▶ 1 appointed from Host Board
 - ▶ 1 appointed by DHCD
 - ▶ 9 elected from participating LHA Boards



Program Background: Capital Program - Before Legislation



Program Background: Capital Program - After Legislation



Program Background: Working Group

- ▶ Set Key Program Decisions
 - ▶ Regions
 - ▶ Budget
 - ▶ Scope
 - ▶ Waiver Criteria
 - ▶ Advisory Board Composition
 - ▶ RFP Criteria
 - ▶ Regulations

CHAPA

MAPC

Private
Affordable
Housing

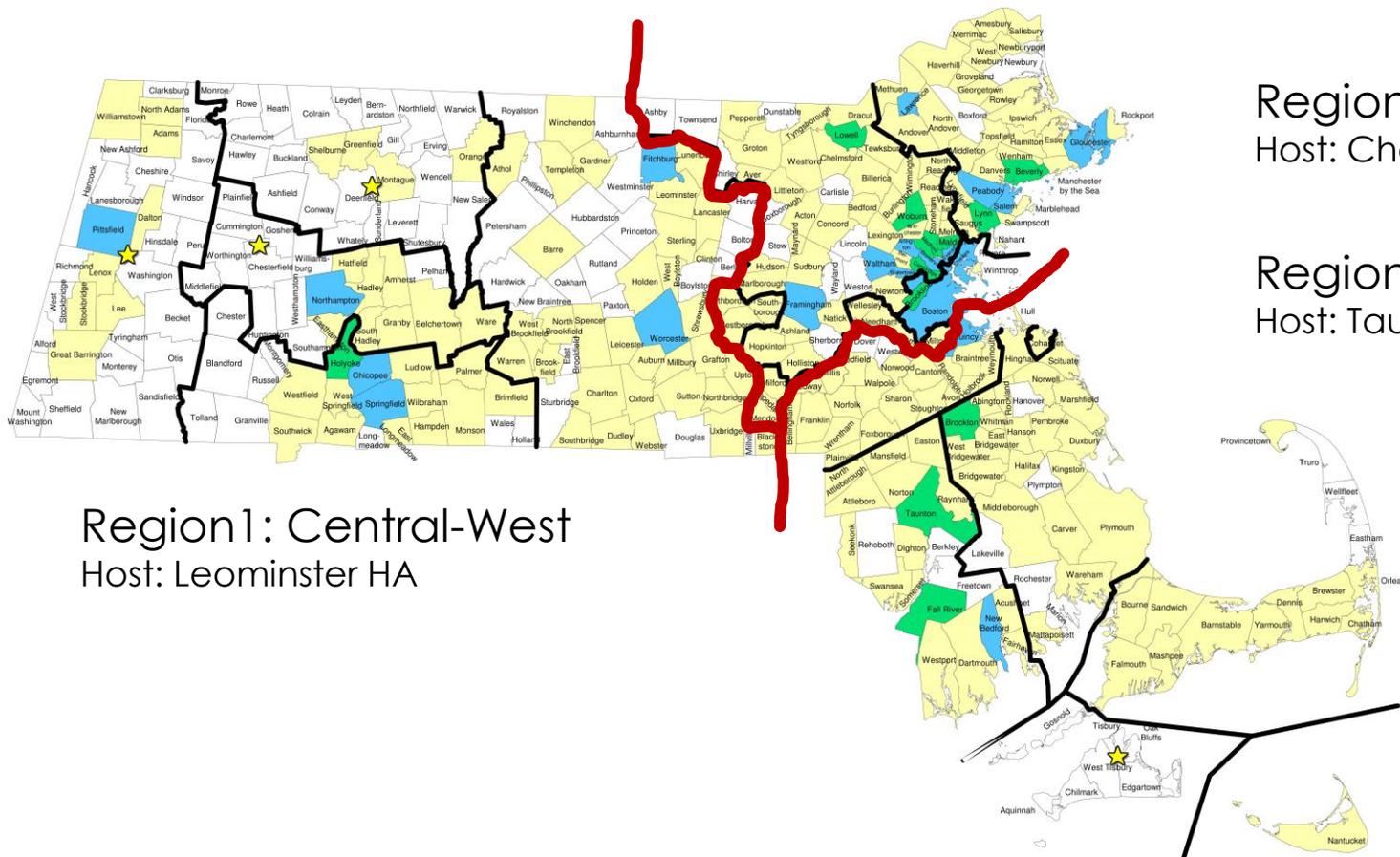
Mass Union of
Public Housing
Tenants

Mass Law
Reform

MassNAHRO

DHCD

Program Highlights: Regions & Host Housing Authorities



Region1: Central-West
Host: Leominster HA

Region2: Northeast
Host: Chelmsford HA

Region3: Southeast
Host: Taunton HA

Program Highlights: Budget & Scope

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- ▶ \$2.5 M in Cap allocated annually for next 3 years.
- ▶ Scope:
 - ▶ Group Trainings - 2 per year
 - ▶ Annual Capital & Maintenance Plan Drafts, including Needs Assessments
 - ▶ Project Management Support
 - ▶ Economies of Scale Strategies (Bulk Procurement & Force Account)
 - ▶ Assistance with Securing Funds
 - ▶ Surplus Land Survey

Program Highlights: Guidelines & Terms

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- ▶ Published and Circulated via Public Housing Notice 2016-12 on May 19, 2016



Program Highlights: Quality Assurance Plan

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- ▶ Engaged Host Housing Authority Executive Directors
- ▶ Elected & Appointed Advisory Board
- ▶ Minimum Qualifications in Job Specs
- ▶ Quarterly Performance Reporting & Milestones
- ▶ Annual Customer Satisfaction Survey
- ▶ Documented Conflict Resolution Process

Frequently Asked Questions

ADMIN FEES
OPTING IN/OUT
NEGOTIATING SCOPE
POWERS
COMMUNICATION

Frequently Asked Questions: Admin Fees

Q: Do LHAs in the RCAT still get to collect admin fees?

A: Yes, participating LHAs can still get up to 10% admin on projects, and P/T Executive Directors can still get approval for extra hours within the 10% admin cap.

Frequently Asked Questions: Opting In or Out

Q1: If an LHA doesn't like the RCAT services after a year, can it get a waiver?

Q2: If an LHA waived out but then wants to join next year, is that ok?

A: No, LHAs are "In" or "Out" until June 30, 2019, barring unforeseen circumstances or performance issues.

Frequently Asked Questions: Opting In – Large Housing Authorities

Q: If an LHA has more than 500 state units, but wants to join the program, can they opt in?

A: No, these LHAs will not be invited to opt in until June 30, 2019. However, each RCAT may choose, with DHCD approval to include them in bulk procurements.

Frequently Asked Questions: Negotiating Services

Q: Can the participating LHA negotiate on the services?

A: No, not at this time. However, once the RCAT and LHA have established a solid working relationship, then both parties may seek DHCD approval to amend the Terms of Service.

Frequently Asked Questions: Communication

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Q: Will participating LHAs still communicate with DHCD?

A: Yes, on Emergencies, Insurance Claims, Funding, CFAs, and all Project and Plan submissions and approvals. However, most communication will be through the RCAT.

Frequently Asked Questions: Powers

Q: In the end, who is really in charge of the plans and projects?

A: The LHA. Though the RCAT will take the lead on many tasks, the LHA ultimately approves submissions and awards contracts.

Frequently Asked Questions: Powers

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- ▶ Participating LHA still responsible for:
 - ▶ Board approves the CIP and awards all contracts.
 - ▶ Executive Director orchestrates board and tenant engagement around CIP and capital projects, per DHCD regulations and guidelines.
 - ▶ LHA executes CFA with DHCD.
 - ▶ LHA makes all payments to contractors and other service providers.
 - ▶ LHA gives DHCD quarterly mod accounting reports.
 - ▶ LHA retains project records after the completion of the project.

Additional Questions ??



Timeline & Next Steps

ROLL OUT OF SERVICES
ADVISORY BOARD
ELECTIONS

Timeline for Starting Services: 2016

Now to Sept 2016

- DHCD Trainings
- 1st Visits & Signing Terms of Service

Sept 2016

- Needs Assessments & Surplus Land Review

Nov 2016

- CIP Creation/Revision & Capital Emergency Follow Up

Timeline for Starting Services: 2017-18

Jan 2017

- Small Projects

June 2017

- Securing Funds & Maint. Plans

Dec 2017

- Large Projects

Sept 2018

- Economies of Scale

Next Step: Advisory Board Elections

June

Nominations

August

Elections

November

Announce
Results
First Meeting

Next Step: Advisory Board Elections

Required Qualifications:

- Hold a current seat on a participating LHAs Board
- Ability to travel to quarterly in-person meetings
- Access to telephone, email, & computer

Preferred Qualifications:

- Demonstrated ability to act a liaison & representative for others
- Experience or interest in being part of a new program
- Familiarity with DHCD Capital Program & Maintenance Best Practices
- Term not predicted to expire by June 30, 2019



Thank You

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