



Commonwealth of Massachusetts  
**DEPARTMENT OF HOUSING &  
COMMUNITY DEVELOPMENT**

Deval L. Patrick, Governor ♦ Aaron Gornstein, Undersecretary

**PUBLIC HOUSING NOTICE 2014-10**

To: All Local Housing Authority Executive Directors and Board Members  
From: Sarah Glassman, Acting Associate Director, Division of Public Housing and Rental Assistance  
Date: April 17, 2014  
Subject: Training Manual for Local Housing Authority Board Members

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We are happy to announce that DHCD has completed our Training Manual for Local Housing Authority Board Members. It has been mailed to all local housing authorities (LHAs). You should be receiving your copy shortly. The Training Manual for Local Housing Authority Board Members has also been posted to the DHCD website where it can be accessed at any time. It can be found at the following link: <http://www.mass.gov/hed/housing/ph-manage/resources-for-local-housing-authorities.html>

In 2012, Governor Patrick established the Commission for Public Housing Sustainability and Reform to recommend strategies to further strengthen public housing and improve transparency and accountability of LHAs in Massachusetts. Commission members unanimously agreed that the Department of Housing and Community Development (DHCD) should develop and implement a mandatory training course for all housing authority board members. In the near future, DHCD will develop an in-person and in-depth board member training curriculum, but in the mean time we wanted to ensure that we provide board members with the tools and references necessary to do their job.

The Training Manual is the first step in DHCD's training curriculum. The manual explains the role and responsibilities of board members and serves as a reference point for understanding actions that board members need to take to fulfill their responsibilities. It will give them an overview of how public housing is funded, regulated and operates, and a brief history of public housing and its origins. Finally, it provides a number of resources that offer more comprehensive information when needed.

It is important to note that this is not the only document that board members should familiarize themselves with. Most important are the Massachusetts General Laws (M.G.L.) that govern DHCD and LHAs—M.G.L. 23B and M.G.L. 121B, respectively. A synopsis of the laws is available in this document, but both can be read in their entirety online. Board members should have working knowledge of the statutes. Additionally, MassNAHRO (the Massachusetts Chapter of the National Association of Housing Redevelopment Officials) offers a handbook and various trainings for board members. All are a good compliment to this document. Links to many useful resources have also been posted in the link listed above.

We hope this is a useful tool for you moving forward. If you have questions about the document, please contact Juliana Gamble, [juliana.gamble@state.ma.us](mailto:juliana.gamble@state.ma.us).