



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

Deval L. Patrick, Governor ♦ Timothy P. Murray, Lt. Governor ♦ Aaron Gornstein, Undersecretary

Public Housing Notice 2012-16

To: All Local Housing Authorities Executive Directors
From: Lizbeth Heyer, Associate Director, Public Housing & Rental Assistance
Subject: Board Meeting Attendance Confirmation
Date: October 22, 2012

In the FY 2013 budget, the Governor proposed a number of reforms to improve the management and increase efficiency and transparency of local housing authorities (LHAs) to ensure that we are meeting the goal of housing for low-income families. Since the release of the budget, the Department of Housing and Community Development (DHCD) has systematically been implementing the administrative reforms the Governor proposed.

To that end, effective November 1, 2012, via administrative action, DHCD requires that all LHAs electronically submit and certify the board meeting attendance record. All submissions are due to DHCD 30 days after the close of each month. The attached document provides step by step instructions on the submission process and can be found through the Housing Applications online system.

Attachment