

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 31, 2017**

**RESOLUTION NO. 2017-22**

**WHEREAS**, on September 10, 1998 the U.S. Department of Housing and Urban Development (HUD) published in the Federal Register the Final Rule establishing the Section 8 Management Assessment Program (SEMAP), as set forth in the 24 CFR 985, to objectively measure public housing authority performance in key Section 8 tenant-based rental assistance program areas; and

**WHEREAS**, on August 17, 2000 HUD issued Notice PIH 2000-34 (HA), requiring electronic submission of SEMAP Certification; and

**WHEREAS**, the Housing Authority of New Orleans (HANO), has completed its self-certification review to determine the HANO scoring of the 14 SEMAP indicators for the fiscal year ending September 30, 2017; and

**WHEREAS**, HANO has determined that for the fiscal year ending September 30, 2017, the SEMAP score is 110 points, or 76% of the 145 point maximum, thereby establishing HANO as a Standard Performer; and

**WHEREAS**, HUD requires that the SEMAP Certification be approved by the Board of Commissioners and be signed by the Executive Director prior to electronic submission to HUD.

**THEREFORE, BE IT RESOLVED** that the Board of Commissioners of the Housing Authority of New Orleans hereby approves the SEMAP Certification submission, and authorizes the Executive Director to sign the SEMAP Certification for submission to HUD in accordance with 24 CFR 985.101.

**Executed this 31<sup>st</sup> day of October, 2017**

**APPROVAL:**



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**ALICE RIENER  
PRESIDENT, BOARD OF COMMISSIONERS**



**October 31, 2017**

**MEMORANDUM**

**To: Board of Commissioners  
President Alice Riener, Vice President Andreanecia M. Morris,  
Commissioner Toni Hackett Antrum, Commissioner Donna Johnigan,  
Commissioner Debra Joseph, Commissioner Vonda Rice and  
Commissioner Cantrese Wilson**

**Through Gregg Fortner  
Executive Director**

**From: Dawn D. Domengeaux  
Director, Housing Choice Voucher Program & Client Services**

**Re: Section 8 Management Assessment Program (SEMAP) Certification for  
Fiscal Year 2017**

On September 10, 1998, the U. S. Department of Housing and Urban Development (HUD) published in the Federal Register the Final Rule establishing the Section 8 Management Assessment Program (SEMAP). On August 17, 2000, HUD issued Notice PIH 2000-34 requiring the electronic submission of the SEMAP certification.

SEMAP consists of 14 primary indicators with points assigned to each indicator for a total maximum of 145 points. The following lists the indicators and the maximum available points along with a comparison of the Housing Authority of New Orleans (HANO)'s FY 2016 and current FY 2017 scores:

		<b>Max Points</b>	<b>FYE 2016</b>	<b>FYE 2017</b>
1	Selection from Waiting List	15	15	15
2	Reasonable Rent	20	20	15
3	Determination of Adjusted Income	20	15	0
4	Utility Allowance Schedule	5	5	0
5	Housing Quality Standards (HQS) Quality Control Inspections	5	5	5
6	HQS Enforcement	10	10	10
7	Expanding Housing Opportunities	5	5	5
8	Payment Standards	5	5	5
9	Annual Reexaminations	10	10	10
10	Correct Tenant Rent Calculations	5	5	5
11	Pre-Contract HQS Inspection	5	5	5
12	Annual HQS Inspections	10	10	10
13	Lease-up	20	15	20
14	Family Self-Sufficiency Enrollment	10	8	5
	<b>TOTAL</b>	<b>145</b>	<b>133</b>	<b>110</b>

HUD has established the following SEMAP rating system:

- High Performer - 90% - 100% (130.5 – 145 points)
- Standard Performer – 60% - 89% (87 – 129.5 points)
- Troubled Performer - < 60% (< 86 points)

HANO lost 5 points in criterion 2 - Reasonable Rent based on Data Entry errors prior to transition of duties to Housing Specialists. In order to receive maximum points allowed, we must trend at 98% or higher. Current percentage is 97%. It is a new function for Housing Specialists and with increased internal training opportunities, we anticipate once again seeing gains in this area.

HANO received 0 points in criterion 3 – Determination of Adjusted Income. To claim the maximum points allowed, 90% of the files reviewed needed to have correct income calculations. However, less than 80%--lowest percentage allowed to score at least 15 points-- of the total sample files reviewed were correct. The majority of our adjusted income errors are due to lack of verification and *may* contribute to inaccurately determining if a tenant's rent would increase or decrease based on information provided. Staff transition also likely contributed to the lowered score as we shifted some staff to new roles. Regular quality control reviews, file audits and continued staff training will be instrumental in improving score moving forward.

HANO lost points in criterion 4—Utility Allowance Schedule. For this indicator, the PHA is scored on whether the PHA maintains an up-to-date utility allowance schedule. A utility allowance schedule is "up-to-date" if the PHA reviewed utility rate data within the last 12 months and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised. Unfortunately, HANO did not initiate a review within the 12 month period as indicated above. Additionally, rates for water and sewer have increased by more than 10 percent. This issue was remedied and utility schedules will be adjusted however they will not be effective for this fiscal year thus, HANO will not receive points for this indicator.

HANO gained 5 points in criterion 13 - Lease-up. In order to count the maximum points allowed under this indicator, HANO had to achieve 98% lease-up by FYE 2017.

HANO lost points in criterion 14 – Family Self-Sufficiency (FSS) enrollment. To gain the maximum points allowed, HANO had to fill 80% or more of its 532 mandatory FSS slots and 30% or more of those families had to have escrow balances. There are currently 265 enrolled participants. Over the last year, the FSS Coordinator focused on conducting a review of files to determine an accurate accounting of active participants. A significant portion of the 532 enrolled were terminated from the program due to inactivity, participants no longer interested or those not working toward completing goals timely. FSS enrollments were halted which caused a decrease in points. The FSS roles and responsibilities are now being shared by two Homeownership Counselors in the Department of Client Services. We will refocus attention on enrollment in the coming year.

We recommend that the Board approve the SEMAP Certification for Fiscal Year 2017 and authorize the Executive Director to sign the Certification for Submission to HUD.