

**HOUSING AUTHORITY OF NEW ORLEANS  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 30, 2018**

**RESOLUTION NO. 2018-17**

**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, 2018; and

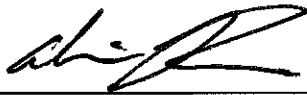
**WHEREAS**, HANO has determined that for the fiscal year ending September 30, 2018, the SEMAP score is 130 points, or 90% of the 145 point maximum, thereby establishing HANO as a High Performer; and

**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 30<sup>th</sup> day of October, 2018**

**APPROVAL:**



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**ALICE RIENER  
PRESIDENT, BOARD OF COMMISSIONERS**



October 30, 2018

**MEMORANDUM**

**To:** Board of Commissioners  
 President Alice Riener, Commissioner Isabel Barrios,  
 Commissioner Toni Hackett Antrum, Commissioner Sharon Jasper,  
 Commissioner Debra Joseph, Commissioner Casius Pealer,  
 Commissioner Kim Piper and Commissioner Lisha A. Wheeler

**Through:** Gregg Fortner  
 Executive Director

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

**Re:** Section 8 Management Assessment Program (SEMAP) Certification for  
 Fiscal Year 2018

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 2017 and current FY 2018 scores:

		<b>Max Points</b>	<b>FYE 2017</b>	<b>FYE 2018</b>
1	Selection from Waiting List	15	15	15
2	Reasonable Rent	20	15	15
3	Determination of Adjusted Income	20	0	15
4	Utility Allowance Schedule	5	0	5
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	20	20
14	Family Self-Sufficiency Enrollment	10	5	5
	<b>TOTAL</b>	<b>145</b>	<b>110</b>	<b>130</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 did not receive maximum points in Indicator 2 - Reasonable Rent. We have struggled with data entry errors. Some errors can be attributed to transitioning to new software and attention to details as staff attempts to prioritize completing tasks quickly. In order to receive maximum points allowed, we must trend at 98% or higher. Current percentage is 89%. While timeliness is important, we will refocus our attention on the importance of accurately completing processing in order to see future gains in this area.

HANO received 15 points in Indicator 3 – Determination of Adjusted Income, an increase from last's year score of 0. To claim the maximum points allowed, 90% of the files reviewed needed to have correct income calculations. However, 81% of the total sample files reviewed were correct. A similar pattern can be seen in the errors made in the second indicator where HANO lost points. The type of errors in this indicator included neglecting to remove income and allowances from the previous year's recertification that clients no longer receive, not reviewing the file to confirm whether there are things that the client failed to report that need to be updated, (i.e. an expired custody by mandate, and failing to verify information that listed on the HUD EIV form, and skipping steps in the verification process). There were basic data entry errors in this indicator as well.

HANO gained 5 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.

HANO did not receive maximum points allowed in Indicator 14 – Family Self-Sufficiency (FSS) enrollment. To gain the maximum points allowed, HANO had to fill 80% or more of its 525 mandatory FSS slots and 30% or more of those families had to have escrow balances. There are currently 170 enrolled participants. The agency currently does not have a full-time FSS Coordinator but instead FSS responsibilities are shared by two Homeownership Counselors in the Department of Client Services. Points that were not gained this year were due to low enrollment numbers. While HANO has graduated a number of clients from the program bringing the overall number of mandatory slots down, there are many clients whose contracts ended without completing their goals. Enrollment of new participants is a recurring challenge and we hope to continue to see some improvements over the next year. The goal is to strengthen the knowledge and understanding of the current staff and continue to recruit new clients to the program to replace those contracts that are ending.

We recommend that the Board approve the SEMAP Certification for Fiscal Year 2018 and authorize the Executive Director to sign the Certification for Submission to HUD.