Memorandum

MIAMI-DADE COUNTY

Date: February 10, 2010

HCD
Supplement to
Agenda Item No. 7C

To: Honorable Chairman Dennis C. Moss
and Members, Board of County Commissioners

From: George M. Burgess
County Manager

Subject: MDPHA's Action Plan for Year Two

Attached please find a copy of the Action Plan for Year Two under the Memorandum of Understanding (MOU) between the U.S. Department of Housing and Urban Development (HUD) and Miami-Dade County regarding the Miami-Dade Public Housing Agency (MDPHA). The original Action Plan became effective on January 1, 2009; however, the MOU allows for adjustments or the inclusion of additional tasks to the Action Plan.

After several weeks of discussions, staff from MDPHA and HUD finalized the Action Plan for Year Two in January 2010. The Action Plan as well as a matrix highlighting the various changes is attached for your reference.

In 2009, MDPHA made significant progress in its management, operational, and fiscal responsibilities by 1) implementing internal controls to ensure sustainability of program compliance; 2) consolidating its administrative operations with its relocation to the Overtown Transit Building; 3) continuing progress with its HOPE VI revitalization program; 4) improving the efficiency of its Section 8 Housing Choice Voucher Program; and 5) reducing long-term public housing unit vacancies, among others.

Currently, the Housing and Community Development Committee receives MDPHA's Action Plan report on a monthly basis, of which over half of the identified targets have been completed to date. The attached Action Plan for Year Two will be used for future monthly reports on the status of MDPHA's activities.

Attachments

Cynthia W. Curry
Senior Advisor to the County Manager

MDPHA Action Plan—Revised (October 2009 – December 2010)
Part of Memorandum of Understanding (MOU) between the County of Miami-Dade, Miami-Dade Public Housing Agency and the U.S. Department of Housing and Urban Development

Objective/Goal	Task		Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
AREA: GOVERNANCE						
Improve coordination of Miami-Dade County's Housing Agency operations and Housing Initiatives among County Departments	1) Create an interagency working group to include members from all County agencies involved with the MDPHA's operations and/or affordable housing		6/30/2009	4/21/2009	County: MDPHA Exec. Director, George Burgess, County agency directors	COMPLETED
	2) Host quarterly meetings with working group	2a	7/31/2009	6/10/2009	County: Gregg Fortner, George Burgess, County agency directors	COMPLETED
		2b	10/31/2009	10/14/09		COMPLETED
		2c	01/31/2010			
	3) Change the name of the Agency to MDPHA (Miami-Dade Public Housing Agency)		6/30/2009	4/1/2009	County: MDPHA Exec. Director, George Burgess, MDC Board of Commissioners	COMPLETED
Improve oversight and monitoring of MDPHA by the Board	4) The Chair may establish a separate BCC Housing Committee pursuant to the BCC Rules of Procedure		3/31/2009	1/14/2009	County: MDPHA Exec. Director, George Burgess, MDC Board of Commissioners	COMPLETED
	5) Provide initial training to the Board members and on-going training to Committee members. *Initial training for Board **On-going training for Committee	5a	12/31/09*	12/14/09	County: George Burgess, Gregg Fortner HUD Oversight Team	COMPLETED
		5b	03/31/10**			
		5c	06/30/10**			
		5d	09/30/10**			
		5e	12/31/10**			
Ensure Cooperative Agreements are in place and include clearly defined baselines for the delivery of services	6) Develop Cooperative Agreements, interlocal agreements, interdepartmental agreements and/or Memoranda of Understanding between the County and other local governments and between MDPHA and other County departments, where necessary		01/31/10		County: Gregg Fortner, George Burgess, Terrence Smith, Alex Ballina, MDC Commissioners, other localities and governing body	

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Objective/Goal	Task	Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	7) Review existing Cooperative Agreements and make amendments as necessary	01/31/10			
Ensure Deeds of Trust for all properties exist and are accurate	8) Review existing deeds and take necessary action to modify as appropriate; create deeds where none exist	3/31/10		County: Gregg Fortner County Attorney's Office, HUD Oversight Team	
	9) All deeds are recorded	06/30/10			
Increase performance, capacity and efficiency of MDPHA	10) Provide technical assistance to MDPHA	Duration of the MOU		HUD Oversight Team and the County	
AREA: AGENCY ORGANIZATION AND STAFFING					
Relocate MDHPA Central Office staff into one location	11) Lease the space	12/31/2008	12/1/2008	County: MDPHA Exec. Director, Mari Saydal-Hamilton, Jose Rivero, Wendi Norris (GSA), Andrew Kremer (ETSD), MDC Commissioners	COMPLETED
	12) Complete Build Out	~~05/31/2009~~ HUD approved extension to 7/31/2009	**8/31/2009**		COMPLETED
	13) Complete Move	~~06/30/2009~~ HUD approved extension to 8/31/2009	7/31/2009		COMPLETED
Ensure continuity and preservation of trained agency staff, including senior management	14) Obtain HUD concurrence for hiring and terminating Senior Executive Management staff	Duration of MOU		County: Gregg Fortner, Mari Saydal-Hamilton, George Burgess, Angela Maher (HR)	
	15) Identify key positions that Miami-Dade will exempt from bumping at MDPHA	12/31/2008	1/20/09	HUD Oversight Team	COMPLETED
Ensure integrity of PHA "core business" functions	16) Obtain HUD concurrence for any addition of non-HUD funded programs to be administered by MDPHA	Duration of MOU		County: MDPHA Exec. Director, George Burgess, HR at MDPHA, HR at MDC, and MDC Commissioners	
	17) Review organizational structure and staffing levels	1/31/2009	1/14/09		COMPLETED
	18) Establish a table of organization that complies with HUD's Asset Based Management Model and the Operating Fund Final Rule	3/31/2009	3/31/2009	HUD Oversight Team	COMPLETED

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Objective/Goal	Task	Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	19) Hire positions depicted in the Table of Organization	Duration of MOU			
Increase performance, capacity and efficiency at MDPHA	20) Provide technical assistance to MDPHA	Duration of MOU		HUD Oversight Team and County	
AREA: MDPHA DEVELOPMENT					
Continue progress to ensure the development objectives for the Scott Carver HOPE VI initiatives are met	21) Execute the Master Development Agreement with the selected developer	01/31/2009	12/30/2008	County: MDPHA Exec. Director, Jorge Cibran, George Burgess, MDC Board of Commissioners	COMPLETED
	22) Consult with local stakeholders, including the former residents of Scott Carver Homes, throughout the remainder of the development process	Duration of MOU		County: Jorge Cibran, MDPHA; MBS	
	23) Complete a new concept plan	03/31/2009	4/3/2009	MDPHA, MBS	COMPLETED
	24) Execute appropriate documents, including phase closing documents, etc. as appropriate	Duration of MOU		Gregg Fortner, George Burgess, MBS, HUD	
	25) Address the environmental issues identified in Sector II and develop a plan that includes potential funding sources for remediation	06/30/2009	7/20/2009	Gregg Fortner, George Burgess, other County departments (DERM, DHS, OCED, etc.)	COMPLETED
Identify and implement other development initiatives to increase affordable housing	26) Obtain approval from the BCC for General Obligation Bond (GOB) funding revisions	1/31/10		Gregg Fortner, Jorge Cibran, George Burgess, other County departments	
	27) Obtain final approval from HUD for any necessary GOB dispo/demo applications	HUD approved extension to 8/31/2009	**08/31/09**	HUD: Special Applications Center	COMPLETED
	28) Negotiate criteria for GOB sites with design professionals	3/31/10		George Burgess, Gregg Fortner, Jorge Cibran, other County departments	
	29) Solicit developers/design builders for GOB sites	12/31/10			

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Objective/Goal	Task		Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
Increase performance, capacity and efficiency at MDPHA	30) Provide technical assistance to MDPHA		Duration of MOU		HUD Oversight Team and the County	
AREA: FINANCE						
Increase efficiency and timeliness of Section 8 landlord payments	31) Implement direct deposit for Section 8 landlords on a phased basis		01/31/10		Gregg Fortner, Craig Clay	
Implement internal controls to ensure sustainability of program compliance	32) Implement and/or sustain business process review recommendations recommended by Deloite & Touche	32a	03/31/10 (50%)		County: Gregg Fortner, Craig Clay	
		32b	12/31/10 (50%)			
	33) Ensure Internal Controls are in place per the Financial Policies and Procedures Guide		Duration of MOU			
Perform routine accounting functions	34) Consider options for assistance from a third party for interim performance of functions (contractor, County Finance, etc.)		01/31/2009	1/31/2009	County: George Burgess, Gregg Fortner, Craig Clay, other County Departments (DPM, Finance, Budget, etc.)	COMPLETED
	35) Identify staffing insufficiencies and hire where appropriate		Duration of MOU			
	36) Train new and existing personnel		Duration of MOU		HUD Oversight Team	
Meet HUD Requirements under FASS by completing timely and accurate reconciliation of bank accounts and determining cash position immediately	37) Establish separate bank accounts to include at a minimum: • General Operating Account • Section 8 Housing Choice Voucher • Section 8 Administrative Fee • Other Section 8 Programs • Public Housing • FSS Section 8 • FSS Public Housing • Security Deposits		12/31/09		County: Gregg Fortner, Craig Clay, MDC Finance Dept	.

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Objective/Goal	Task		Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	38) Complete necessary modifications to Standard Operating Procedures previously completed by Deloitte to ensure applicability and consistency based on current practices		Duration of MOU		County: Gregg Fortner, Craig Clay	
Increased performance, capacity and efficiency at MDPHA	39) Provide technical assistance to MDPHA		Duration of MOU		HUD Oversight Team and County	
AREA: PROGRAM MANAGEMENT – HOUSING CHOICE VOUCHER						
Improve regulatory compliance, performance and administrative fee funding of the Section 8 Housing Choice Voucher Program	40) Achieve at least 95 percent quarterly utilization of Housing Assistance Payment (HAP) funding (not to exceed MDPHA's unit cap) based on Annual Budget Authority (ABA) or Unit Months Available (UMA). Current utilization based on funding is 80%	40a	09/30/09	09/30/09	County: Gregg Fortner, Crystal Coleman Quadel	**COMPLETED**
		40b	12/31/09			
		40c	03/31/10			
		40d	06/30/10			
		40e	09/30/10			
		40f	12/31/09			
	41) Achieve a Public and Indian Housing Information Center (PIC) monthly reporting rate of at least 95 percent or other minimum required by HUD. Current PIC reporting rate as of 10/31/08 is 71%	41a	06/30/10		MDPHA and Quadel, HCV contractor	**96.62 reporting rate achieved 12/31/09.**
		41b	07/31/10			
		41c	08/30/10			
		41d	09/30/10			
		41e	10/31/10			
		41f	11/30/10			
		41g	12/31/10			
	42) Achieve an annual Standard Performance rating of 60 percent or greater from HUD under the Section 8 Management Assessment System (SEMAP).		11/15/10 (for 9/30/2010 rating period)		MDPHA and Quadel, HCV contractor	

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Objective/Goal	Task			Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
Improve efficiency, reporting, analysis, and accountability of the Section 8 Housing Choice Voucher Program	43) Coordinate MDPHA and Section 8 Contractor information technology efforts to fully utilize capability of existing Elite system and its modules			9/30/2009	09/30/09	Jose Rivero and Quadel	**COMPLETED**
Ensure proper and effective administration of the Section 8 Housing Choice Voucher Program	44) Provide strict oversight of the Section 8 Contractor by requiring compliance with deliverables, meetings and report schedules as specified in the Contract's Scope of Services, assessing their performance in accordance with the Contract's Performance Standards, and swiftly addressing any and all Contractor's performance deficiencies in accordance with the contract			Duration of MOU		MDPHA, Board of County Commissioners, Mayor or Mayor's designee HUD Oversight Team	
	45) Develop Contract tracking and administration tools by which to assess Contractor performance			3/31/2009	2/24/2009		COMPLETED
Increase performance, capacity and efficiency at MDPHA	46) Provide technical assistance to MDPHA			Duration of MOU		HUD Oversight Team and County	
AREA: PROGRAM MANAGEMENT – OTHER SECTION 8 PROGRAMS							
Improve regulatory compliance, performance, and administrative fee funding of the Section 8 Moderate Rehabilitation (Mod Rehab), Single Room Occupancy (SRO), and Shelter Plus Care (SPC) Programs	47) Achieve at least 95 percent quarterly lease up rate in each program	MOD RE	47a1	09/30/09	09/30/09	County: Gregg Fortner and Crystal Coleman	**COMPLETED**
			47a2	12/31/09			
			47a3	03/31/10			
			47a4	06/30/10			
			47a5	09/30/10			
			47a6	12/31/10			
		SRO	47b1	09/30/09	09/30/09		**COMPLETED**
			47b2	12/31/09			
			47b3	03/31/10			
			47b4	06/30/10			
			47b5	09/30/10			
			47b6	12/31/10			

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Objective/Goal	Task			Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
		S + C	47c1	09/30/09	09/30/09		COMPLETED
			47c2	12/31/09			
			47c3	03/31/10			
			47c4	06/30/10			
			47c5	09/30/10			
			47c6	12/31/10			
	48) Achieve a Public and Indian Housing Information Center (PIC) monthly reporting rate of at least 95 percent or other minimum required by HUD for the Moderate Rehabilitation and Single Room Occupancy (SRO) programs	MOD REHAB	48a1	11/30/09			
			48a2	12/31/09			
			48a3	01/31/10			
			48a4	02/28/10			
			48a5	03/31/10			
			48a6	04/30/10			
			48a7	05/31/10			
			48a8	06/30/10			
			48a9	07/31/10			
			48a10	08/30/10			
			48a11	09/3010			
			48a12	10/31/10			
			48a13	11/3010			
			48a14	12/31/10			
		SRO	48b1	11/30/09			
			48b2	12/31/09			
			48b3	01/31/10			

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Objective/Goal	Task			Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
			48b4	02/28/10			
			48b5	03/31/10			
			48b6	04/30/10			
			48b7	05/31/10			
			48b8	06/30/10			
			48b9	07/31/10			
			48b10	08/30/10			
			48b11	09/3010			
			48b12	10/31/10			
			48b13	11/3010			
			48b14	12/31/10			
Ensure proper and effective administration of the Section 8 Mod Rehab, SRO, and SPC Programs	49) Develop program tracking and administration tools by which to assess staff and program performance			3/31/2009	3/31/2009	County: Gregg Fortner and Crystal Coleman	COMPLETED
	50) Assess program performance and make a recommendation to the County for exercising the additional contracting option under the Section 8 Contract			01/31/10			
	51) If program is contracted out, re-establish performance baseline and measures			03/31/10			
Increase performance, capacity and efficiency at MDPHA	52) Provide technical assistance to MDPHA			Duration of MOU		HUD Oversight Team and County	

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Objective/Goal	Task		Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
AREA: PROGRAM MANAGEMENT – PUBLIC HOUSING						
Operate Helen Sawyer Plaza without a deficit	53) Execute interim MOU with DHS		12/31/2008	2/20/2009	County: MDPHA Exec. Director, Phyllis Tynes-Saunders, Alex Ballina, Jennifer Glazer-Moon HUD Oversight Team	COMPLETED
	54) Solicit Service Providers to operate the ALF		3/31/2009	2/20/2009	Alex Ballina, Mari Saydal-Hamilton	COMPLETED
	55) Select, negotiate and approve contractor		6/30/2009	2/20/2009		COMPLETED
	56) Explore options for financial sustainability including: • Supplemental funding from the County • Returning property to traditional public housing • Disposition of units • Project basing • Reducing the number of Assisted Living Units		6/30/2009	6/30/2009	County: Craig Clay Donna Ayala (HUD)	COMPLETED.
	57) Make final determination for the sustainability of Helen Sawyer Plaza		6/30/2009	6/30/2009		COMPLETED
Reduce Long Term Vacancies by 500 units (725 units identified as long term vacancies as of 11/30/2008)	58) Continue use of Job Order Contracts put into place during HUD possession of MDHA to expedite turnaround of long term vacancies and work order execution by County staff		Duration of MOU		County: Gregg Fortner, Alex Ballina, Jeannie Mendoza, Mari-Saydal-Hamilton HUD Oversight Team	
	59) Complete make ready of 125 units per quarter	59a	03/31/2009	6/30/2009	County: Gregg Fortner, Alexi Ballina, Jorge Cibran, Jeannie Mendoza	COMPLETED (184 units)
		59b	06/30/2009	6/30/2009		COMPLETED (140 units)
		59c	9/30/2009	09/30/09		COMPLETED (172 units)
		59d	12/31/2009	12/31/09		COMPLETED (128 units)

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Objective/Goal	Task		Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	60) Provide technical assistance to the Applicant Leasing Center to ensure families are identified for immediate occupancy of turned units		3/31/2009	3/31/09	**HUD Oversight Team**	COMPLETED
	61) Occupy long term vacant units when make ready is complete	61a	3/31/2009	6/30/2009	County: Gregg Fortner, Alexi Ballina, Jorge Cibran, Jeannie Mendoza	COMPLETED (171 units)
		61b	6/30/2009	6/30/2009		COMPLETED (127 units)
		61c	9/30/2009	09/30./09		COMPLETED (146 units)
		61d	12/31/2009	12/31/09		COMPLETED (77 units)
Develop a plan for Heritage Village and implementation	62) Identify options for Heritage Village Turnkey III project and develop a plan for the units		3/31/2009	3/31/2009	County: MDPHA Exec. Director, Alex Ballina, Karen Zelada	COMPLETED
	63) Beginning implementing the plan		4/30/2009	4/29/09		COMPLETED
Increase performance, capacity, and efficiency at MDPHA	64) Provide technical assistance to MDPHA		Duration of MOU		HUD Oversight Team and County	
AREA: PROGRAM COMPLIANCE						
Comply with Section 504 and ADA requirements	65) Re-negotiate the Voluntary Compliance Agreement (VCA) with HUD		6/30/2009		County: Gregg Fortner, Jorge Cibran HUD Oversight Team, HQ Office of Field Operations, HQ and Regional FHEO and the Miami Field Office	**Removed from Action Plan**
	66) Comply with all corrective actions as outlined in the re-negotiated VCA		Duration of MOU based on VCA dates			**Removed from Action Plan**
Close Management Decisions in HUD OIG Audits that were issued	67) Close remaining findings for Audit #2006-AT-1001 (Section 8)		1/31/2009	12/23/2008	County: Gregg Fortner, Craig Clay, Mari Saydal-	COMPLETED

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to MDHA while in HUD possession	68) Close remaining findings for Audit #2008-AT-0002 (CFP HOPE VI)	04/30/10		Hamilton, Alex Ballina HUD Oversight Team	
	69) Close remaining findings for Audit #2008-AT-0004 (CFP/HOPE VI)	04/30/10			
	70) Complete internal audit of each Capital Fund Grant from 2002 -2006.	03/31/10		County: Gregg Fortner, Craig Clay, Jorge Cibran	
Increase performance, capacity and efficiency at MDPHA	71) Provide technical assistance to MDPHA	Duration of MOU		HUD Oversight Team and County	
AREA: REPAYMENT AGREEMENTS					
Comply with terms of existing repayment agreements or enter into new repayment agreements as determined necessary	72) Abide by terms of repayment agreement approved by HUD on 04/24/09 to repay $936,745 in overpaid housing assistance in monthly payments of $11,151.73 over 7 years from administrative fee reserves or non-federal funds.	01/30/10		County: Gregg Fortner, Craig Clay, Crystal Coleman HUD Oversight Team	
		02/28/10			
		03/31/10			
		04/30/10			
		05/31/10			
		06/30/10			
		07/31/10			
		08/31/10			
		09/30/10			
		10/31/10			
		11/30/10			
		12/31/10			
	73) Validate data and complete repayments to tenants for underpaid housing assistance identified by the Nan McKay reviews.	03/31/10		County: Gregg Fortner, Craig Clay, Crystal Coleman	

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Objective/Goal	Task	Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	74a) Enter into repayment agreement(s), as determined necessary, related to unsupported or ineligible CFP costs based on the OIG Audits	06/30/10		County: Gregg Fortner, Craig Clay, Jorge Cibran	
	74b) Abide by the terms of the repayment agreement(s)	Duration of MOU			
	75) Requirements related to repayment of HAP			County: Gregg Fortner, Craig Clay, Crystal Coleman, Alex Ballina	
	75a) Reimburse the HCV program Net Restricted Asset (NRA) account $5,944,281 within 6 months from available funds in the Public Housing Operating fund (interfund transfer)	06/30/10			
	75b) Reimburse the HCV program with $62,447 from NC SR, $193,188 from Shelter Plus Care, $62,836 from SRO, $776,228 from Mod Rehab	02/28/10			
	75c) Reimburse the HCV program from the COCC $2,857,436 owed to the program.	02/28/10			
	75d) Book an interfund receivable from the COCC or business activities fund (non-federal funds) $4,712,389 to cover the existing UNA deficit in the program	12/31/09			
	75e) Collect from the COCC $2,062,373, which it currently has booked as an interfund payable from the COCC to other programs and pay the HCV account instead.	01/31/10			

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Objective/Goal	Task	Target Accomplishment Date	Actual Accomplishment Date	Lead Staff	Comments/ Accomplishments
	75f) Collect the remaining interfund due of $2,650,016 to the HCV program (previous UNA deficit amount) from non-federal funds.	12/31/11			

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REPORT PERIOD	NUMBER OF TASKS COMPLETED DURING THE MONTH	TOTAL NUMBER OF TASKS COMPLETED	TASKS COMPLETED AND./OR COMMENTS
January 2009	7	7	Completed: 4, 11, 15, 17, 21, 34, and 67
February 2009	4	11	Completed: 45, 53, 54, and 55
March 2009	4	15	Completed: 18, 49, 60, and 62 (added as completed for April report correspondence)
April 2009	4	19	Completed: 1, 3, 23, and 63
May 2009	0	19	
June 2009	7	26	Completed 2a, 56, 57, 59a, 59b, 61a, 61b
July 2009	2	28	Completed 13, 25
August 2009	2	30	Completed 12, 27
September 2009	7	37	Completed 40, 43, 47a1, 47b1, 47c1, 59c and 61c
October 2009	1	38	Completed 2b
November 2009	0	38	
December 2009	3	41	Completed 5, 59d and 61d
January 2010			
February 2010			
March 2010			
April 2010			
May 2010			
June 2010			
July 2010			
August 2010			
September 2010			
October 2010			
November 2010			
December 2010			

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CHANGES TO MDPHA ACTION PLAN FOR YEAR TWO

Task Number	Due Date Changed	Task Modified	New Task	Task Removed	Year One	Year Two
5b-e	X	X			Provide board training to all Committee members -- For initial training and then for the duration of the MOU	Provide initial training to the Board members and on-going training to Committee members -- Quarterly due dates now included
6	X				Develop Cooperative Agreements, interlocal agreements, interdepartmental agreements and/or Memoranda of Understanding between the County and other local governments and vetween MDPHA and other County departments, where necessary -- Original target date 9/30/2009; extended to 12/31/2009	New target due date 1/31/2010
7	X				Review existing Cooperative Agreements and make amendments as necessary -- Original target date 9/30/2009; extended to 12/31/2009	New target due date 1/31/2010
8	X				Review existing deeds and take necessary action to modify as appropriate; create deeds where none exist -- Original target date 9/30/2009	New target due date 3/31/2010
19	X				Hire positions depicted in the Table of Organization -- Original target date 9/30/2009	Modified to Duration of MOU
26	X				Obtain approval from the BCC for General Obligation Bond funding revisions -- Original target date 7/31/2009; extended to 9/30/2009	New target due date 1/31/2010
28	X	X			Solicit developers for identified GOB sites -- Target date of 6/30/2009; extended to 10/31/2009	Negotiate criteria for GOB sites with design professionals -- New target due date 3/31/2010
29	X	X			Select developers and proceed with projects -- Target date of 9/30/2009; extended to 12/31/2009	Solicit developers/design builders for GOB sites professionals -- New target date changed to 12/31/2010
31		X			Require direct deposit for all Section 8 landlords on a phased basis	Implement direct deposit for all Section 8 landlords on a phased basis
32a	X	X			Implement business process review recommendations by Deloite & Touche (50%) -- Target date of 9/30/2009; extended to 12/31/2009	Implement and/or sustain business process review recommendations by Deloite & Touche (50%) -- New target due date 3/31/2010
32b	X	X			Implement business process review recommendations by Deloite & Touche (50%) -- Target date of 9/30/2010	Implement and/or sustain business process review recommendations by Deloite & Touche (50%) -- New target date to 12/31/2010
35	X				Identify staff insufficiencies and hire where appropriate -- Target date of 6/30/2009; extended to 9/30/2009	Modified to "Duration of MOU"
37	X				Establish separate bank accounts to include at a minimum (General Operating Account; Section 8 Housing Choice Voucher; Section 8 Administrative Fee; Other Section 8 Programs; Public Housing; FSS Section 8; FSS Public Housing; Security Deposits -- Target date of 4/30/2009; extended to 10/31/2009	New due date 12/31/2009

CHANGES TO MDPHA ACTION PLAN FOR YEAR TWO

Task Number	Due Date Changed	Task Modified	New Task	Task Removed	Year One	Year Two
40b-f	X	X			Achieve at least 95% quarterly utilization of Housing Assistance Payments funding (not to exceed MDPHA's unit cap) based on Annual Budget Authority (ABA) or Unit Months Available (UMA). Current utilization rate based on funding is 80%	Modified to include quarterly reporting dates starting 12/31/2009
41a-g	X	X			Achieve a Public & Indian Housing Information Center (PIC) monthly reporting rate of at least 95% or other minimum required by HUD. Current PIC reporting rate as of 10/31/08 is 71%. -- Original target due date 1/31/2010	New initial target date of 6/30/2010, thereafter monthly target dates
42		X			Achieve at least an annual Standard Performance rating of 60% or greater from HUD under the Section 8 with Management Assessment System (SEMAP) -- Original target due date 9/30/2010	Modified by adding language for 9/30/2010 rating period
47a1-6; 47b1-6; 47c1-6	X	X			Achieve at least a 95% quarterly lease up rate in each program (Mod Rehab, Single Room Occupancy, and Shelter Plus Care) -- Original target due date 6/30/2009; extended to 9/30/2009 and through Duration of MOU	Modified by removing "Duration of MOU" with quarterly due dates starting in 12/31/2009
48a1-14; 48b1-14;	X	X			Achieve a Public and Indian Housing Information Center (PIC) monthly reporting rate of at least 95% or other minimum required by HUD for the Mod Rehab and Single Room Occupancy (SRO) programs with target date of 6/30/2009	Modified by removing Duration of MOU with monthly due dates
50	X				Assess program performance and make a recommendation to the County for exercising the additional contracting option under the Section 8 Contract -- Original target date 6/30/2009; extended to 11/30/2009	New target due date 1/31/2010
51	X				If program is contracted out, re-establish performance baseline and measures -- Original target date 9/30/2009	New target date 3/31/2010
58		X			Continue use of Job Order Contracts put into place during HUD possession of MDHA to expedite turnaround of long-term vacancies and work order execution by County staff -- Ongoing	Modified language from "ongoing" to "Duration of MOU"
65				X	Re-negotiate the Voluntary Compliance Agreement (VCA) with HUD -- Original target due date of 6/30/2009; extended to 10/31/2009	Removed from Action Plan
66				X	Comply with all corrective actions as outlines in the re-negotiated VCA -- Duration of MOU	Removed from Action Plan
68	X				Close remaining findings for Audit #2008-AT-002 (CFP HOPE VI) -- Original target date 12/31/2009	New date is 4/30/2010

CHANGES TO MDPHA ACTION PLAN FOR YEAR TWO

Task Number	Due Date Changed	Task Modified	New Task	Task Removed	Year One	Year Two
69	X				Close remaining findings for Audit #2008-AT-004 (CFP HOPE VI) -- Original target date 12/31/2009	New date is 4/30/2010
72			X			Abide by terms of repayment agreement approved by HUD on 04/24/09 to repay $936,745 in overpaid housing assistance in monthly payments of $11,151.73 over 7 years from administrative fee reserves or non-federal funds.
73			X			Validate data and complete repayments to tenants for underpaid housing assistance identified by the Nan McKay reviews.
74a & 74b			X			Enter into repayment agreement(s), as determined necessary, related to unsupported or ineligible CFP costs based on the OIG Audits
75			X			Requirements related to repayment of HAP
75a			X			Reimburse the HCV program Net Restricted Asset (NRA) account $5,944,281 within 6 months from available funds in the Public Housing Operating fund (interfund transfer)
75b			X			Reimburse the HCV program with $62,447 from NC SR, $193,188 from Shelter Plus Care, $62,836 from SRO, $776,228 from Mod Rehab
75c			X			Reimburse the HCV program from the COCC $2,857,436 owed to the program.
75d			X			Book an interfund receivable from the COCC or business activities fund (non-federal funds) $4,712,389 to cover the existing UNA deficit in the program
75e			X			Collect from the COCC $2,062,373, which it currently has booked as an interfund payable from the COCC to other programs and pay the HCV account instead.
75f			X			Collect the remaining interfund due of $2,650,016 to the HCV program (previous UNA deficit amount) from non-federal funds.