Section 8 Resident Advisory Board Meeting
Online through Zoom
December 5, 2024 5:30 p.m.

FCHA Staff in Attendance
1. Amanda Keefer
2. Becca Shaw
3. Daniel Myers

Residents in Attendance
1. Barbara Jonassaint
2. Kathryn Freese

Amanda Presentation:

Admin Plan
1. Changes on separate sheet.

Questions from Residents
- This was Kathryn Freese's first time joining a RAB meeting and she wanted to observe.
- Barbara Jonassaint asked how to complete annual packet if application changes or Admin Plan changes do not apply to them.
- Amanda Keefer thanked residents for their interest. She stated that all participants will receive detailed information of meeting minutes and changes that apply to them. They do not have to do anything with the changes that do not apply. Keefer suggested adding NA if change in process does not affect the lease agreement. Guidance to be provided and they can ask for assistance with the packet from Section 8 department.

Open Forum
- No new comments.

Closed meeting at 5:45 p.m.

Admin Plan Changes
Resident Advisory Board Meeting
December 2024

All chapters have been updated to include NSPIRE where applicable and revision to discontinue calling inspections NSPIRE standards, instead housing quality. Quality Control Standards revised to Supervisory Control Standards.
No changes to Chapters 1-2, 4-5, 13, 15-16, 18

New Chapter: HOTMA 102/104 Appendix to the Administrative Plan

Chapter 3

1. Definition of Family, Foster Children/Adults, Family Consent to Release Information and Restriction on Assistance Based on Assets
    - Updated: definition of family.

Chapters 6, 7, 8, 11 A&B versions upon HOTMA Compliance

- Updated for HOTMA Compliance

Chapter 6

1. Upon PHA implementation of HOTMA 102/104: Annual Income
    - Updated: All amounts not specifically excluded in 24 CFR 5.609(b), received from all sources by each member of the family who is 18 years of age or older or is the head of household, spouse or co-head, plus unearned income by or on behalf of each dependent who is under 18 years of age.
    - Asset Limitation = $103,000

Chapter 11

1. Step 1: The PHA determines annual income for the previous 12-month period by reviewing the following information:
    - The EIV Income Report pulled within 120 days of the effective date of the annual reexamination;
    - The income reported on the most recent HUD—50058; and
    - The amount of prior-year income reported by the family on the PHA's annual reexamination paperwork.
2. Step 2: The PHA takes into consideration any interim reexamination of family income completed since the last annual reexamination.
    - If there was an interim reexamination performed within the last reexamination cycle and there are no additional change, the PHA must use the annual income from the interim to determine the family's total annual income. The PHA may use verification obtained from the interim for this step.
    - If the PHA did not perform an interim or there have been changes since the last reexamination, the PHA moves to Step 3.
3. Step 3: If there were changes in annual income not processed by the PHA since the last reexamination, the PHA must use current income. The family will be required to report their income for the prior year and whether there have been permanent changes.

Chapter 12

1. Mandatory Termination Assistance, Mandatory Policies and Other Authorized Terminations, Asset Limitation
    - Added: Revocation of Consent

Chapter 14

1. PHA Caused Errors or Program Abuse, De Minimis Errors
    - Updated for HOTMA Compliance

Chapter 19

1. Added: Special Purpose Vouchers
    - The PHA will establish a separate waiting list for the Mainstream program.
    - All PHA policies on opening, closing, and updating the waiting list in Chapter 4 will also apply to the Mainstream waiting list.

Glossary Changes

1. The following definitions are applicable upon the PHA's implementation of HOTMA 102/104:
    - Annual income (revised)
    - Day laborer
    - De minimis error
    - Earned income
    - Family (revised)
    - Foster child
    - Foster adult
    - Independent contractor
    - Inflationary index
    - Net family assets (revised)
    - Real property
    - Seasonal worker
    - Unearned income