



District of Columbia Housing Authority

HUD On-site Assessment dated September 30, 2022 Summary of Major Activities to Date January 31, 2023

Governance

Major Activities

Prior to our first meeting of the new Stabilization and Reform (STAR) Board, which was held on January 25, eight of 11 Board members completed HUD’s Lead the Way Training. Remaining Board members will complete in the coming weeks. The Executive Director and her leadership team all have completed the Lead the Way Training. In the Board’s Annual Meeting, which was also held on January 25, Board members completed ethics and code of conduct training. DCHA intends to host a series of education symposiums for Board members over of the course of the next several months, which will address the other topics.

Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
14	0	8	6

Public Housing

Major Activities

In January we updated the Admissions and Continued Occupancy Plan (ACOP), which covers most of the findings and recommendations for public housing. DCHA used this as an opportunity to:

- Align with HUD regulations;
- Incorporate the best practices from the industry and other public housing authorities; and
- State policies in plain language, so they are understood by all stakeholders.

Informed by the revisions to the ACOP Plan, DCHA is also drafting a substantial revision to its Moving to Work (MTW) plan.

Local law requires that the agency publish its policies as regulations. DCHA expects to post the ACOP on its website in mid-February and to publish in the DC Register by the end of February for review and public comment. DCHA will then hold a public hearing and other engagements with stakeholders with the goal of asking the Board to approve the plan at the April Board meeting.

After publication of the plans, DCHA will begin work on procedures, training and implementation.

On Monday, January 30, DCHA kicked off its comprehensive inspections and maintenance strategy; over the course of six to eight months DCHA expects to inspect every single unit in the portfolio and make



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needed repairs. Prior to the kickoff, DCHA developed a comprehensive assessment tool and re-trained inspectors. In support of these efforts, the Board approved two resolutions at their January 25 meeting which allow the agency to piggyback on District government contracts that support DCHA’s efforts to inspect and quickly follow with maintenance fixes. This effort will also help the agency verify and update data on the condition and occupancy status of units supporting the site, PIC and YARDI data reconciliation.

With the goal of increasing occupancy, DCHA also held a mass eligibility event at the public library on January 6. DCHA invited 5,000 households from the waiting list to complete eligibility. Approximately 600 households attended the event. DCHA expects to host at least two more similar events in the coming months making its way through the entire public housing waiting list.

Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
33	1	2	26

Procurement

Major Activities

DCHA has drafted an updated procurement policy which will be shared with the Board in advance of the February 8 Board Meeting where they will be asked to vote on a resolution in support of the policy.

Additionally, DCHA has hired an external firm to audit a random sample of all the agency's contracts. They are auditing 10 percent of all active contracts: five contracts less than \$50k, five between \$60k and \$250k, and five more than \$1M.

Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
10	2	1	6

HCVP

Major Activities

In January, the Agency completed a comprehensive update of the Administrative Plan which governs the housing choice voucher programs. DCHA used this as an opportunity to:

- Align with HUD regulations;



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- Incorporate the best practices from the industry and other public housing authorities; and
- State policies in plain language, so they are understood by all stakeholders.

Informed by the revisions to the Administrative Plan, DCHA is also drafting a substantial revision to its MTW plan.

Local law requires that the agency publish its policies as regulations. DCHA expects to post the Administrative Plan on its website in mid-February and to publish in the DC Register by the end of February for review and public comment. DCHA will then hold a public hearing and other engagements with stakeholders with the goal of asking the Board to vote on a resolution in support of the plan at the April Board meeting.

After publication of the plans, DCHA will begin work on procedures, training and implementation.

With the goal of leasing up a new allocation of 476 federal vouchers, DCHA released a solicitation in late December seeking a vendor to complete eligibility processes beginning in February.

Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
25	0	2	19

Finance

Major Activities

In January, DCHA began work to complete an annual inventory. We also engaged our consultants to support the Agency with identifying system issues to facilitate optimization of YARDI management information system.

Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
11	2	5	3

Repositioning

Major Activities

DCHA is still in the process of gathering documentation in response to the first three repositioning findings related to replacement reserves. DCHA will begin working on the findings related to Resident Participation or Choice Mobility in the coming weeks.



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Number of Findings, Observations and Recommendations	Number Satisfied by HUD	Number DCHA Requests HUD Consider Closing	Number in Progress
10	2	3	3

DCHA will meet with HUD in February to review our progress.