

Commission Members

CHAIR ANNE GRIFFITH
VICE CHAIR GREGORY D HARTWIG
COMMISSIONER JANNY CASTILLO
COMMISSIONER BARBARA MONTGOMERY
COMMISSIONER LYNETTE JUNG-LEE
COMMISSIONER MARK J TORTORICH
COMMISSIONER WILLIAM J MAYES



Executive Director

Patricia Wells

In accordance with Article III, Section 1 and 2, of the Oakland Housing Authority Bylaws, NOTICE IS HEREBY GIVEN that the **Regular Meeting** of the Board of Commissioners has been called. The meeting will be held as follows:

**HOUSING AUTHORITY
OF THE CITY OF OAKLAND, CALIFORNIA**

Regular Meeting

**Monday, July 24, 2023 at 6:00 PM
1619 Harrison Street
Oakland, CA 94612**



Oakland Housing
Authority

AGENDA
Regular Meeting
July 24, 2023, 6:00 PM

Zoom Information

NOTE: This meeting is accessible via teleconference pursuant to Assembly Bill 2449 [(Rubio)Open meetings: local agencies; teleconferences) (Chapter 285) (2021-2022)]

To participate via teleconference, please use the zoom link below.

Join Zoom Meeting Online: <https://oakha-org.zoom.us/j/84535414268?pwd=enlVSS9vWk9OVkg5SVJ3VWVlU1FzUT09>

Meeting ID (access code): 845 3541 4268 **Meeting Password: 601520**
Closed Caption – provided through the link.

To participate by Telephone:

Meeting ID (access code): 845 3541 4268 **Meeting Password: 601520**

1. Pledge of Allegiance

2. Roll Call

(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are 4 Commissioners in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Commissioner who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For “emergency circumstances” the request must be approved by a majority vote of the Board of Commissioners for the emergency circumstance to be used as a justification to participate remotely. All Commissioners meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Commissioner must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member’s relationship with such individuals.

3. Approval of Minutes

3.1 [2023-434](#) Draft Board Minutes

Attachment(s)
[Draft Minutes 06 - June 26 2023](#)

4. Recognition of people wishing to address the Commission

If you need special assistance to participate in the meetings of the Oakland Housing Authority Board of Commissioners, please contact (510) 874-1510 (TDD: 800-618-4781). Notification 48 hours prior to the meeting will enable the Oakland Housing Authority Board of Commissioners to make reasonable arrangements to ensure accessibility.

All public comment on action items will be taken at the public comment portion of the meeting. You may comment via zoom by “raising your hand” or by submitting an e-mail to publiccomments@oakha.org or call using the zoom participant number.

- You may request to make a public comment by “raising your hand” through Zoom’s video conference or phone feature, as described below. Requests will be received only during the designated times in which to receive such requests and only for eligible Agenda items. Public comments will be subject to the appropriate time limit of three (3) minutes.
- To comment by Zoom video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the eligible Agenda item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Instructions on how to “Raise Your Hand” is available at: <https://support.zoom.us/hc/en-us/articles/205566129> - Raise-Hand-In-Webinar.
- To comment by phone, please call on one of the phone numbers listed below. You will be prompted to “Raise Your Hand” by pressing “*9” to request to speak when Public Comment is being taken on the eligible Agenda Item. You will then be unmuted, during your turn, and allowed to make public comments. After the allotted time of three (3) minutes, you will then be re-muted. Please unmute yourself by pressing *6. Instructions of how to raise your hand by phone are available at: <https://support.zoom.us/hc/en-us/articles/201362663> - Joining-a-meeting-by-phone.

5. Old or Unfinished Business

6. Modifications to the Agenda

(Allows for any change in the order of business or the announcement of the postponement or continuation of agenda items.) The Board can only take action on items listed on this agenda unless a finding is made that an emergency exists.

7. New Business

- 7.1 2023-449 Presentation to Update the Board of Commissioner on the Oakland Housing Authority's Recruitment, Retention and Current Employee Engagement

Attachment(s)

[HR Update](#)

- 7.2 2023-160

Adopt a resolution authorizing the Executive Director to enter into a Memorandum of Understanding with the Housing Authority of the City of Alameda, the Alameda County Continuum of Care and the County of Alameda on behalf of its Alameda County Health Care Services Agency to administer Stability Vouchers.

Attachment(s)
[SV Waivers and Alternative Requirements Resolution for SV MOU](#)

8. Consent Agenda

Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

8.1 [2023-153](#)

Consideration of a resolution authorizing the Executive Director to continue the Authority's participation in the Employment Risk Management Agency (ERMA) insurance pool and to issue payment of the annual premium invoice in an amount of \$260,107.

Attachment(s)
[ERMA Resolution for OHA BOC](#)

9. Written Communications Departments' Monthly Report

9.1 [2023-164](#) Operational Departments June 2023 Monthly Reports

Attachment(s)
[01 - Family Community Partnerships](#)
[02 - Leased Housing](#)
[03 - Office of Property Operations](#)
[04 - Capital Improvements Department](#)
[05 - Office of Real Estate Development](#)
[06 - Asset Management](#)
[07 - Risk Management](#)

10. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission

10.1 [2023-453](#) ED Community Events and Activities

Attachment(s)
[ED Community Reports](#)

10.2 [2023-166](#) City of Oakland Bulky Waste Block Party flyer sent to Owned/Managed and OAHPI residents in the June 2023 rent statements

Attachment(s)
[2023 City of Oakland Bulky Waste Block Party](#)

10.3 [2023-183](#) National Night Out 2023

Attachment(s)

[National Night Out 2023 DRAFT Memo](#)
[NNO 2023 Flyer](#)

11. Reports of Commission Committees

11.1 [2023-443](#) NAHRO Summer Symposium

Attachment(s)

[NAHRO Summer Symposium - Commissioner](#)

12. Announcements by Commissioners

13. Adjournment of Public Session

DocuSigned by:

Patricia Wells

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Patricia wells, Executive Director/Secretary



Oakland Housing Authority

SUBJECT: Draft Board Minutes

DATE: July 24, 2023

Type: Action

2023-434

Attachments:

[Draft Minutes 06 - June 26 2023](#)



Oakland Housing
Authority

MINUTES OF THE SPECIAL MEETING
BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE
CITY OF OAKLAND, CALIFORNIA

[Meetings are recorded and are accessible through our website: www.oakha.org]

Monday, June 26, 2023

Annual Meeting

The Oakland Housing Authority Board of Commissioners convened a Regular Meeting via Zoom software platform online and via teleconference, providing access to the public and enabling submission of public comment by zoom, phone and/or by email.

Secretary Wells called the meeting to order at 6:03 P.M.

1. **Pledge of Allegiance**
2. **Roll Call**

(AB 2449 Compliance) The Chair/Clerk of the Board will confirm that there are 4 Commissioners in the same, properly noticed meeting room within the jurisdiction of the City of Oakland, accessible to the public. Each Commissioner who is accessing the meeting remotely must disclose verbally whether they are requesting to meet remotely under AB2449 due to: (1) just cause (notice required), or (2) emergency circumstances. For "emergency circumstances" the request must be approved by a majority vote of the Board of Commissioners for the emergency circumstance to be used as a justification to participate remotely. All Commissioners meeting remotely must provide a general description of the circumstances relating to need to appear remotely at the given meeting. A Commissioner must also publicly disclose at the meeting, prior to any action, whether any other individuals 18 years or older are present in the room with the member at the remote location, and the general nature of the member's relationship with such individuals.

Present 6 – Anne Griffith, Gregory Hartwig, Janny Castillo, Barbara Montgomery (Virtual), and William J. Mayes.

Excused 1 – Lynette Jung-Lee, Mark Tortorich

3. **Approval of Minutes**

3.1 **May 22, 2023 Regular Meeting - Draft Minutes**

Commissioner Hartwig moved to approve the minutes of the Annual Meeting of May 8, 2023, which was seconded by Commissioner Mayes. The motion passed by the following vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Roll Call Vote:

Present 6 – Anne Griffith, Gregory Hartwig, Janny Castillo, Barbara Montgomery (Virtual), and William J. Mayes.

Excused 1 – Lynette Jung-Lee, Mark Tortorich

4. **Recognition of people wishing to address the Commission**

There were none.

5. **Old or Unfinished Business**

There was none.

6. **Modifications to the Agenda**

There was none.

7. **New Business**

7.1 **Informational presentation recognizing the Recent Oakland Housing Authority Police Department Promotions.**

Chief Love and the OHAPD recognized recent promotions and dedicated members of the OHAPD Staff, including in person badge pinning by family and friends. Captain Luther Dupree presented specially designed badge patches to celebrate Pride Month and to reflect Diversity, Equity & Inclusion of OHA and the OHAPD.

There were no further questions from the Board of Commissioners.

7.2 **Approving the Oakland Housing Authority comprehensive consolidated budget, public housing program Asset Management Project (AMP) budgets, and staffing plan for fiscal year ending June 30, 2024.**

Chief Duane Hopkins and Finance Director Victor Madamba. presented the budget and staffing plan for FY24 as noted in the Board Memo.

The budget was prepared with an aggressive expenditure plan including the use of existing HUD held reserves, demonstrating the obligations and the commitments the Board and Agency have made to increase housing opportunities and expand housing choices in Oakland.

The spending plan includes focus on several initiatives including the Healthy Safe and Vibrant Communities Initiative, MTW Programs, Cost of Living Adjustments, Operating Subsidies and Fair Market Rents, Sponsored Based Housing, and expanding opportunities through Family and Community Partnerships (FCP).

Cost of Living for staff was included in the budget. Staffing levels will remain stable at its current level as the Agency continues to assess the way to maximize the efficiencies.

Commissioner travel has been included in the budget at \$30K (and not including registration fees).

Secretary Wells confirmed that the Board was comfortable asking questions and motioning on the presentation, considering that the presentation was narrated, and acknowledging the details of this Budget were presented during the May Regular Board Meeting.

Commissioner Castillo confirmed adequate information has been given based on the May meeting barring the difficulties with technology.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.2., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

7.3 **Presentation of the unaudited Financial Status Report for the nine-month period ending March 31, 2023**

Finance Director Victor Madamba reported on the third quarter fiscal report. The first part of the discussion focused on the operating revenue and its components. Further discussion focused on the operating expenses and all its components including tenant rent income, Public Housing Subsidy, Housing Choice Vouchers Management, Government grants, COCC, and Miscellaneous Income. There were no significant variances.

The second discussion focused on operating expenses and its components including administrative expenses, housing assistance, and other operating expenses. Overall variances are not significant.

Presentations by Department Directors

-Human Resources

Drew Felder, Sr. Director of Human Resources & Employee Experience, gave an update to staffing vacancies as of March 31st, and recruitment/hiring points of interest. Across the country, resignations have been at a record high since 2020. Reasons being, employees asking much more from their employers in terms of benefits and retirements. At OHA, of the 300+ active employees that we have currently, over 100 are eligible to retire. Currently, OHA is doing over one recruitment a week,

To address voluntary/retirement-based separations and rehire in those positions, the Authority has increased benefits and employee supports including services to support positive address mental health of employees, and a variety of innovative recruitment and retention activities. Mr. Felder will provide an in-depth presentation at the July 2023 meeting.

Questions from the Board initiated discussion regarding the impact of the staff vacancies, OHA families and property. Mr. Felder and Ms. Wells discussed and the use of third-party vendors to ensure that quality services continue with a focus on physical property care in the areas of property maintenance, removal of reoccurring dumping, expediting unit turnover, and various other operational and professional services.

Mr. Felder shared that he is hopeful that with the newly created benefits and focus on recruitment, we will see an increase in the hiring of additional skilled and dedicated staff.

-Tenant Services

Nicole Thompson, Director of Family and Community Services, gave detail on budget trends for the department, noting that the administrative variances are a result of staff vacancies. FCP is conducting a survey to determine the on premise and virtual services preferred by families.

In response to Board questions, Director Thompson shared that the completed surveys would provide information regarding the impact of staff vacancies, but in the meantime site-based programs are being implemented to accommodate residents. She further explained that the survey will address the comprehensive needs of families including youth and adult education, employment, as well as challenges, barriers, transportation issues, and scheduling preferences as well as preferred services.

The results of the survey will be presented at the September Board meeting.

-Police Services

Alan Love, Chief of Police, presented the Protective Services Expenses. In addition to discussing the impact of vacancies that are national trends for public safety agencies. He acknowledged the progress toward filling department vacancies, as there are 4 candidates on the path to enter the academy in August.

-Capital Outlay

Thomas Deloye, Chief Officer of Real Estate Development, provided context of the variances caused by the impact of project delays and provided the status of specific projects. Questions from the Board initiated discussion about developer fees, and the MTW reserves.

There were no further questions from the Board of Commissioners.

- 7.4 **Financial Report, July 1, 2022, through March 31, 2023. Adopt a resolution authorizing the Executive Director to amend the Memorandum of Understanding with Alameda County Health Care Services Agency to administer State Housing and Disability Advocacy Program and Housing and Homelessness Incentive Program funding for the Local Housing Support Program and increase the total contract amount from \$16,000,000 to \$24,480,649.**

Dominica Henderson, Chief Social Impact Officer, presented the item and was joined virtually by Alameda County staff Jeannette Rodriguez and Lindsay Haddix of the Office of Homeless Care and Coordination.

OHA was selected by Alameda County to administer the entire grant funds increasing the contract from \$16,000,000 to \$24,480,649. Ms. Henderson explained that the action item would also authorize the assignment of the contract administration obligations to an approved Authority affiliate or instrumentality. The Authority or the assignee will administer the contracts as determined by the County, for projects operating within our jurisdiction but also throughout Alameda County.

Board discussion included clarifications regarding the role of the service providers, phasing of the contract awards, and the purpose of the grant funds. Ms. Henderson and Ms. Rodriguez shared that OHA is acting as a fiscal agent for the County and will receive an administrative fee for our services. Jeannette Rodriguez confirmed and added that this is being done to expand the number of housing units that are available to low-income residents of Alameda County. Chief Henderson added that the Authority will conduct regular inspections, but the referrals will come from the County.

Commissioner Castillo asked about services/supports. Ms. Rodriguez responded that the services component will be covered by the OHCC and

the County Health Care Services Agency.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.4., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

- 7.5 **Adopt a resolution authorizing the Executive Director to issue blanket purchase orders to various vendors with intergovernmental agreements or routine, recurring, low-dollar amount purchases for Fiscal Year 2023-2024 in a total not to exceed amount of \$6,608,655**

Duane Hopkins, Chief of Programs and Finance Administration, presented that this item is to allow for OHA to issue purchase orders for reoccurring small purchases that will accumulate during the budget year. Examples being Office Depot, Postal Services, etc.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.5., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

- 7.6 **Adopt a resolution authorizing the Executive Director to issue blanket purchase orders to various vendors for routine, recurring, low-dollar amount materials and services for Fiscal Year 2023-2024**

Duane Hopkins, Chief of Programs and Finance Administration, presented that this item is to allow for OHA to issue purchase orders to cover the reoccurring small purchases of routine materials and services such as lumber, cabinets, and routine maintenance services.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.6., which was seconded by Commissioner Mayes. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

- 7.7 **Adopt a resolution authorizing the Executive Director to execute a contract with CDW Government, LLC. For the purchase of the CORTEX XDR and its security services for a two-year term in an amount not to exceed \$650,000.**

Chief Hopkins and Information Technology Director Brandon White presented that this vendor would provide network security services to replace our current anti-virus and intrusion detection program, to include testing and routine reporting. This service has 24/7 monitoring with response team.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.7., which was seconded by Commissioner Montgomery. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

- 7.8 **Adopt a resolution authorizing the Executive Director to execute a two- year contract, with up to three one-year option terms, with Sac ProFloors to provide flooring supply and flooring installation services at Oakland Housing Authority (Authority) owned and managed properties, in an amount not to exceed \$400,000 for the initial term and up to \$200,000 per year for each additional option term for a total contract amount not to exceed \$1,000,000.**

Staff presented on items 7.8 and 7.9 as a packaged presentation.

- 7.9 **Adopt a resolution authorizing the Executive Director to execute a two- year contract, with up to three one-year option terms, with RF Contractors to provide flooring supply and flooring installation services at Oakland Housing Authority (Authority) owned and managed properties, in an amount not to exceed \$400,000 for the initial term and up to \$200,000 per year for each additional option term for a total contract amount not to exceed \$1,000,000.**

Staff presented on items 7.8 and 7.9 as a packaged presentation.

Mark Schiferl, Office of Property Operations Director, presented on the procurement process to provide flooring/installation services for the OHA managed sites. Board questions initiated discussion on the recruitment of vendors and the less than desired response from the vendor community. Chief Duane Hopkins shared that the completion of the current audit of the procurement process is anticipated to provide recommendations to improve operations. He also shared that staff have begun outreach to vendors to determine why they did/did not respond to procurements to determine what actions are necessary to improve response rates. ED Wells also added the current efforts to engage in enhanced marketing through partnerships with the local chambers as well as local and nationally industry groups.

Having no further questions from the Board, Commissioner Hartwig

motioned to approve item 7.8 AND 7.9, which was seconded by Commissioner Montgomery. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

- 7.10 **Adopt a resolution authorizing the Executive Director to execute a two- year contract, with up to three one-year option terms, with Edrington, Schirmer & Murphy, LLP to provide as needed legal services for Oakland Housing Authority (Authority) owned and managed properties in an amount not to exceed \$250,000 for the initial term and up to \$125,000 per year for each additional option term for a total contract amount not to exceed \$625,000**

Item 7.10, 7.11 and 7.12 were presented as a packaged item.

- 7.11 **Adopt a resolution authorizing the Executive Director to execute a two- year contract, with up to three one-year option terms, with The Law Offices of Bill Ford to provide as needed legal services for Oakland Housing Authority (Authority) owned and managed properties in an amount not to exceed \$250,000 for the initial term and up to \$125,000 per year for each additional option term for a total contract amount not to exceed \$625,000**

Item 7.10, 7.11 and 7.12 were presented as a packaged item

- 7.12 **Adopt a resolution authorizing the Executive Director to execute a two- year contract, with up to three one-year option terms, with The Law Offices of Charles T. Ramsey to provide as needed legal services for Oakland Housing Authority (Authority) owned and managed properties in an amount not to exceed \$250,000 for the initial term and up to \$125,000 per year for each additional option term for a total contract amount not to exceed \$625,000**

Director Schiferl presented that Items 7.10, 7.11, and 7.12 are focused on having qualified program participants remain housed. The moratorium ends on July 14, 2023. Services include staff training, notice distribution, lease compliance, working with residence for settlement agreements and providing support to OHA staff. RFP was issued, over 100 were notified, panel met to rate three. Which resulted in Edrington, Schirmer & Murphy, LLP, The Law Offices of Bill Ford, and The Law Offices of Charles T. Ramsey.

Having no further questions from the Board, Commissioner Hartwig motioned to approve item 7.10 AND 7.11 AND 7.12, which was seconded by Commissioner Montgomery. The item passed unanimously by the

following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

8. Consent Agenda

Items on the Consent Agenda are considered routine and do not require separate discussion. If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately. Questions or clarifications may be considered by the Commission without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

- 8.1 Adopt a resolution ratifying and approving the Executive Director to execute an agreement with the County of Alameda Department of Housing and Community Development for the Shelter Plus Care (S+C) Sponsor Based Assistance (SRA) program in an amount not to exceed \$1,300,000.
- 8.2 Adopt a resolution ratifying and approving the Executive Director to execute an agreement with the County of Alameda Department of Housing and Community Development for the Shelter Plus Care (S+C) Tenant Rental Assistance (TRA) in the amount of \$3,000,000.
- 8.3 Adopt a resolution authorizing the Executive Director to execute an agreement with the County of Alameda Department of Housing and Community Development for the Shelter Plus Care (S+C) Home for Wellness program (H4W) in an amount not to exceed \$500,000.
- 8.4 Adopt a resolution authorizing the Executive Director to execute an agreement with the County of Alameda Department of Housing and Community Development for the Shelter Plus Care Single-Room Occupancy program grant in an amount not to exceed \$700,000.

Having no further questions from the Board, Commissioner Castillo motioned to approve the Consent Agenda, which was seconded by Commissioner Montgomery. The item passed unanimously by the following vote:

Roll Call Vote:

Ayes 6 – Hartwig, Castillo, Montgomery, Mayes

Excused 2 – Jung-Lee, Tortorich

9. Written Communications Departments' Monthly Report

- 9.1 Operational Departments June 2023 Monthly Reports

There were discussions regarding the Project Housing Choice programs and the opening of the Housing Choice Vouchers.

10. Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission

10.1 Executive Director's report regarding matters of special interest to the Commission occurring since the last meeting of the Commission

Event reports: OHAPD A's Game and Youth Bowling Event; St Mary's Golden Jubilee; Palo Vista Health and Wellness Event; Community Juneteenth events; Summer Youth Boomers events.

11. Reports of Commission Committees

None to report

12. Announcements by Commissioners

None to report

13. Adjournment to Public Session 8:12



Oakland Housing Authority

TO: Board of Commissioners
FROM: Patricia Wells Executive Director
SUBJECT: Presentation to Update the Board of Commissioner on the Oakland Housing Authority's Recruitment, Retention and Current Employee Engagement
DATE: July 24, 2023

Type: Informational 2023-449

RECOMMENDATION

Informational, no action requested.

FISCAL IMPACTS/CONSIDERATION

There are no fiscal impacts associated with this item.

BACKGROUND

This presentation will provide additional supplemental information from the talking points provided to the Board of Commissioners at the July 8, 2023 Board of Commissioners retreat. This presentation will cover:

- The current state of recruitment and retention
- Today's challenges in areas of opportunity
- Plans to address those challenges
- What may present a challenge in the near future, and
- What will be ask of the board to support these efforts.

ACTION REQUESTED

No action is requested at this time.

Attachments:

[HR Update](#)



Oakland Housing
Authority

Update on Recruitment, Retention, and Engagement: Human Resources



Oakland Housing
Authority

Presentation Goals:

- Inform the Board of Commissioners, general public, and Authority Employees of:
 1. The current state of recruitment and retention
 2. Today's challenges and areas of opportunity
 3. Plans to address those challenges
 4. What may present a challenge in the near future
 5. What will be asked of the Board to support these efforts.

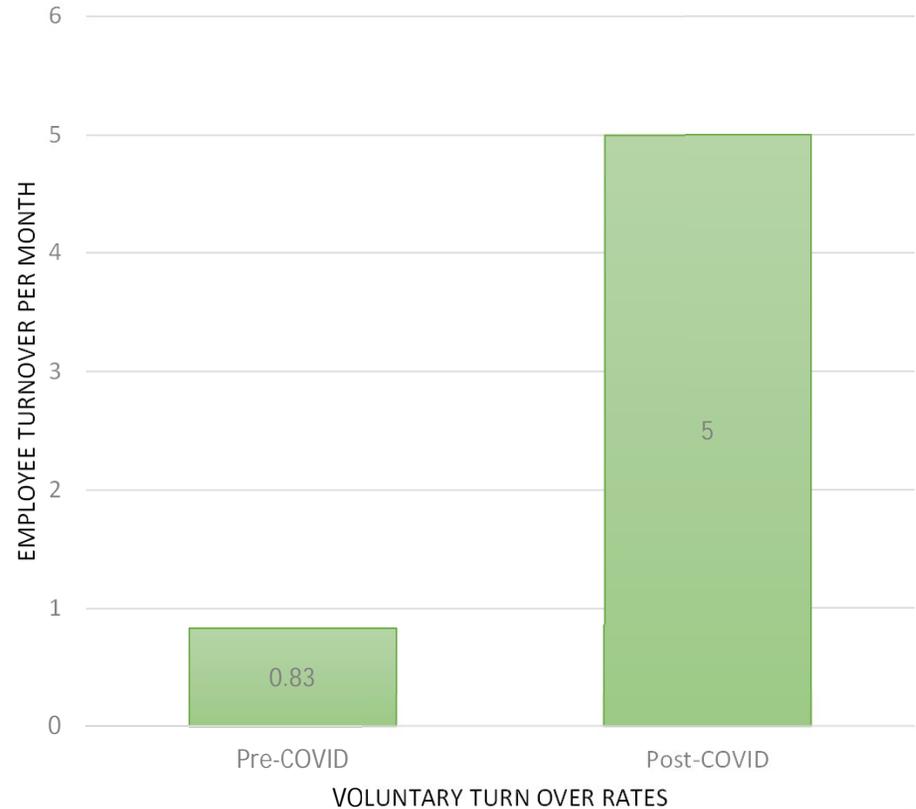




Oakland Housing
Authority

Turnover Rate:

- Voluntary Resignations (63%)
 - Working in Oakland
 - Dependents and Child Care
- Retirements (16%)
 - Workforce Age
 - Early Retirement
- For Cause Terminations (21%)
- Still...

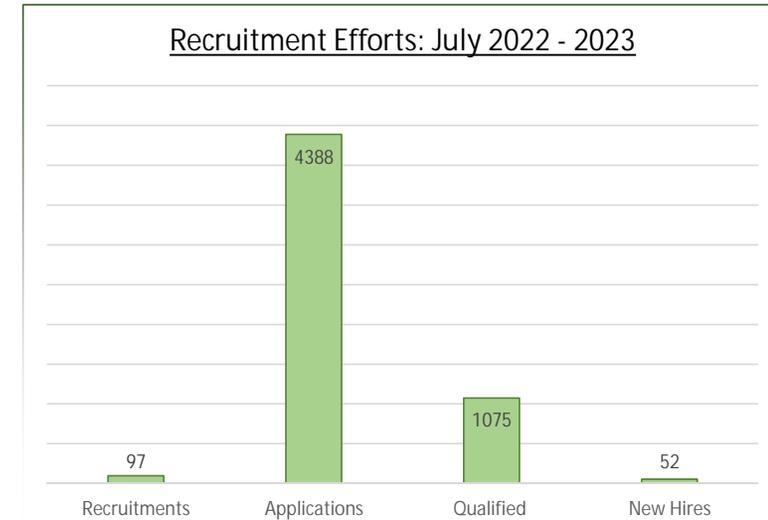




Oakland Housing
Authority

Recruitment:

- Quantity of Applicants
 - Bay Area Average 2021-2023: **--56%**
 - OHA Average: **+~200%**
- Number of Eligible Applicants
 - 4 of 5 candidates screened out on average
 - Multiple candidates applying for dozens of positions





Oakland Housing
Authority

Strategies: Part 1

- Additional Resources
 - 1 Project Position
 - 3 Recruiting Firms
 - Leave Management Automation
 - AI Screening (!)
 - Temp Services
 - Orientation Automation



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Hire expectations. Hire results.

 Gans, Gans & Associates
"For your most challenging searches!"

 Robert Half
Talent Solutions



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Strategies: Part 2

- Benefits Programs to address turnover drivers
 - UrbanSitters – Dependent Care
 - Employee Recognition Program
 - Employee Experience Improvements
 - Benefits Self Service
 - Leave and Benefits Assistance



A more human resource.SM



urban
sitter



Oakland Housing
Authority

Strategies: Part 3

- Multi-Tier Mental Health and Wellness System
 - Tier 1 – Critical Incident
 - Tier 2 – Clinical Care
 - Tier 3 – Coaching
 - Tier 4 – Mindful Preventative Practices

TIER 1:

PUBLIC SAFETY FAMILY COUNSELING
GROUP, INC.

TIER 2:



ALLYHEALTH

TIER 3:



TaskHuman

TIER 4:



C4
Innovations



Oakland Housing
Authority

Strategies: Part 4

- Job Specification Review:
 - Rethinking Expected on Entry Skillset
 - What does someone need to know coming in the door?
 - How critical is multi-year experience? Can additional education bolster experience?
 - Rethinking Job Specifications
 - Is the specification still accurate for the job?
 - Is the selection process valid?





Strategies: Part 5

- Develop In-house Talent:
 - Technical Development
 - Trainings focused around skills which are needed for current work
 - Career Development & Succession Planning
 - Professional Training
 - Supervisory Training
 - Mentoring and Shadowing



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C4
Innovations



Millennium Career Advantage
Organizational Learning • Coaching • Leadership Development

CPS HR  CONSULTING
TRAINING CENTER



Oakland Housing
Authority



Concerns Moving Forward:

- Federal legislature around work hours
 - H.R.4728 - Thirty-Two Hour Workweek Act would force agencies to reduce standard work week to 32 hours, while not reducing pay for employees.
 - OHA would be affected indirectly only, as of today.
- SCOTUS Affirmative Action (AA) Decision
 - Federal decision on AA in higher education may increase scrutiny on labor market initiatives such as DEIB.



Board of Commissioners Support:

What do we ask of our Commissioners?

- Continued Support
 - "Necessity is the Mother of Invention"
 - Uncharted territory
 - Innovation
- Continue to Share Ideas and Best Practices





Oakland Housing Authority

TO: Board of Commissioners

FROM: Patricia Wells, Executive Director

SUBJECT: Adopt a resolution authorizing the Executive Director to enter into a Memorandum of Understanding with the Housing Authority of the City of Alameda, the Alameda County Continuum of Care and the County of Alameda on behalf of its Alameda County Health Care Services Agency to administer Stability Vouchers.

DATE: July 24, 2023

Type: Action 2023-160

RECOMMENDATION

Staff recommends that the Board of Commissioners authorize the Executive Director to execute a MOU with the Housing Authority of the City of Alameda, the Alameda County Continuum of Care and its designated management entity for Coordinated Entry (CE), and the Alameda County Health Care Services Agency (HCSA) to administer the Stability Voucher (SV) program.

FISCAL IMPACTS/CONSIDERATION

Funding for this item is in the approved annual operating budget for the Leased Housing Department, budget line item number 3410-01-000. Staff proposes to provide supplemental assistance, supportive services, and incentives to participant SV families and property owners from approved Fiscal Year 2024 Moving to Work (MTW) funds, as needed.

BACKGROUND

The Consolidated Appropriations Act, 2021 (Public Law 116-260) made \$43,439,000 available for new incremental voucher assistance under Section 8(o) of the United States Housing Act of 1937 for use by individuals and families experiencing or at-risk of homelessness, those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking, and veterans and families that include a veteran family member that meet

one of the specified criteria. The Department announced the process to register interest for SVs in PIH Notice 2022-24 (Notice) and the Authority submitted an application to register interest for SVs in April 2023. HUD notified the Authority, on June 5, 2023, of an allocation of 81 SVs, which the Authority promptly accepted with an effective date of July, 1, 2023. This award cycle prioritized PHAs that partnered with CoCs who applied for and were selected for funding opportunity FR-6500-N-25S to pair SVs with services available in the community and as such the Authority supported the CoC in applying for funding opportunity FR-6500-N-25S.

The Consolidated Appropriations Act, 2022 (Public Law 117-103) further provided that the Department may waive any provision of any statute or regulation, except for requirements related to fair housing, nondiscrimination, labor standards and the environment, upon finding that any such waivers or alternative requirements are necessary to expedite or facilitate the use of the SVs. The waivers and alternative requirements are specified in the Notice and summarized in SV Waivers and Alternative Requirements attachment. As such, the Admin Plan will be modified to include the same administrative waivers for SVs as were used for Emergency Housing Vouchers (EHVs) as specified in Chapter 18.

ANALYSIS

The SV program functions similarly to the EHV program, which staff successfully administered and fully leased with community partners for the last two years. SVs include the same regulatory waivers as EHVs but include a smaller amount of supplemental administrative fees, \$500 per voucher, for eligible services. Unlike EHVs, SVs do not sunset after a set time. The Authority intends to replicate the referral systems, innovations and partnerships created to support and implement the EHV program to implement, and administer the new SV program.

SVs are tenant-based rental assistance and will be administered in the same manner as traditional housing choice vouchers except with approved regulatory waivers to allow expedited leasing. Eligibility for these SVs is limited to referrals from the Continuum of Care (CoC) which in Alameda County is part of a collective impact effort to end homelessness. Provisions in the CoC regulations required establishment of a Coordinated Entry (CE) system which is a centralized coordinated process designed to coordinate program participant intake, assessment and provision of referrals. The Notice requires PHAs to accept direct referrals for SVs through the CE process of qualifying individuals and families who are (1) homeless; (2) at risk of homelessness; (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking; or (4) veterans and families that include a veteran family member that meet one of the specified criteria.

Additionally, as a Moving to Work (MTW) agency, the Authority plans to submit a request to use specific MTW flexibilities to waive regulatory requirements similar to EHVs for operational efficiency, incentives to recruit and retain owners, and opportunities for SV participant families to increase self-sufficiency.

As required by the Notice, the Authority drafted a MOU with the CoC and the County of Alameda on behalf of the Health Care Services Agency (HCSA) as the designated management entity for the CE process and opted to include the City of Alameda Housing Authority, the only other Alameda County PHA to receive SVs. The Notice requires direct referrals of qualifying families from the CoC/CE process. As such, the MOU outlines the roles and responsibilities each entity will undertake to issue and accept referrals of qualifying households and for administering SVs. This required partnership between Housing Authorities

and the CoC/CE process demonstrates the Department's goal of prioritizing systems alignment through efficient coordination and management of the County's homeless response resources and interventions with PHAs efforts to avoid duplication of funding and resources.

Housing navigation and tenancy sustaining services will be provided by designated partners assigned by the CoC/HCSA. The MOU carefully describes roles and responsibilities for providing and funding such services in order to avoid duplication of efforts already funded by other sources, as prohibited in the notice.

ACTION REQUESTED

Staff recommends that the Board of Commissioners authorize the Executive Director to enter into a MOU with the Housing Authority of the City of Alameda, the Alameda County Continuum of Care and the County of Alameda on behalf of its Alameda County Health Care Services Agency to administer the SV program.

Attachments:

[SV Waivers and Alternative Requirements](#)

[Resolution for SV MOU](#)

Attachment 2:**SV Waivers and Alternative Requirements**

Item	Statutory or Regulatory Waiver	Brief Summary	Mandatory use	Alternative Requirements
Establishing Partnerships for SV Administration	N/A	PHAs are required to work with community partners to determine the best use and targeting for the SVs along with other resources available in the community.	Yes	A PHA must enter into a Memorandum of Understanding (MOU) with the CoC to establish partnership for the administration of the SVs, pair SVs with CoC-funded supportive services; and to collaborate with the CoC and other stakeholders to develop a prioritization plan for these vouchers.
Direct referrals from the CoC and other partnering organizations	24 CFR § 982.204(a)	<p>Waives requirement under the HCV program that participants must be selected from the PHA waiting list. Instead, PHAs must accept referrals for SVs directly from the CE System.</p> <p>If the CE system does not identify families that may be eligible for SV assistance because they are fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking, the PHA must enter into a partnership to receive direct referrals from another entity (e.g. Victim Services provider).</p>	Yes	<p>PHAs must inform families on the HCV waiting list of the availability of SVs by, at a minimum, either by posting the information to their website or providing public notice in their respective communities.</p> <p>If the PHA has a preference for survivors of domestic violence, dating violence, sexual assault, stalking, or human trafficking for the regular HCV program, the PHA must refer any applicant on the waiting list that indicated they qualified for this preference to the CoC, or the applicable partnering referral agency.</p> <p>If the PHA has a homeless preference for the regular HCV program, the PHA must refer any applicant on the waiting list that indicated they qualified for the homeless preference to the CoC.</p>
Separate waiting list	24 CFR § 982.204(f)	Waives requirement that a PHA must use a single waiting list for admission to its HCV program. Instead, PHAs shall maintain a separate list for SV	Yes	PHA shall maintain a separate waiting list for SV.

		referrals/applicants.		
Public notice when opening and closing the waiting list	24 CFR § 982.206	Waives the requirement for PHAs to give public notice when opening and closing the waiting list. The SV waiting list is based on direct referrals or emergency transfer requests to the PHA from a survivor of domestic violence, dating violence, sexual assault, stalking, or human trafficking and not applications from the general public.	Yes	PHA will work directly with its CoC, and other referral agency partners to manage the number of referrals and the size of the SV waiting list
Local preferences	24 CFR § 982.207(a)	Waives the applicability of HCV local preferences established by the PHA to SVs. Instead, the PHA may choose, in coordination with the CoC and other referral partners, to establish separate local preferences for SVs, or may simply choose to not establish any local preferences for the SV waiting list.	Yes	Local preferences established by the PHA for the HCV admissions do not apply to SVs. In establishing any local preferences for the SV waiting list, the preference may not prohibit SV admissions from any of the four qualifying categories of eligibility.
Residency preferences	24 CFR § 982.207(b)	Waives the allowability for a PHA to adopt and implement a residency preference for SVs. Given the fact that many individuals and families in the targeted populations may not necessarily qualify as a “resident” due to their housing circumstances, and the direct referral/coordinated entry aspect of SV administration, it is not appropriate to apply residency preferences for SV admission.	Yes	PHA may not apply any residency preference.

Admissions: Mandatory Prohibitions	24 CFR 24 982.552 and § 982.553	Waives 24 CFR §982.552 and § 982.553 in part and establishes an alternative requirement with respect to mandatory prohibitions of admissions for SV applicants.	Yes	<p>(1) The PHA must prohibit admission to the program if any household member has ever been convicted of drug-related criminal activity for manufacture or production of methamphetamine on the premises of federally assisted housing.</p> <p>(2) The PHA must prohibit admission to the program if any member of the household is subject to a lifetime registration requirement under a State sex offender registration program.</p>
Admissions: Permissive Prohibitions	24 CFR § 982.552 and § 982.553	Waives 24 CFR §982.552 and § 982.553 in part and establishes an alternative requirement with respect to permissive prohibitions of admissions for SV applicants.	No	<p>PHA must consult with its CoC partners to understand the impact that the use of permissive prohibitions may have on referrals and must take the CoC's recommendations into consideration. The PHA may prohibit admission of a family for the grounds stated below.</p> <p>(1) If the PHA determines that any household member is currently engaged in, or has engaged in within the previous 12 months:</p> <ul style="list-style-type: none"> a. Violent criminal activity. b. Other criminal activity which may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents or persons residing in the immediate vicinity. <p>(2) If any member of the family has committed fraud, bribery, or any other corrupt or criminal act in connection with any Federal housing program within the previous 12 months.</p> <p>(3) If the family engaged in or threatened abusive or violent behavior toward PHA personnel within the previous 12 months.</p>

Admissions: Unallowable Prohibitions	24 CFR § 982.552 and § 982.553	Waives 24 CFR §982.552 and § 982.553 in part and establishes an alternative requirement making certain admission prohibitions unallowable in SV that are allowable in HCV.	Yes	<p><u>Unlike the HCV admissions PHAs may not deny admission for any of the following:</u></p> <ol style="list-style-type: none"> 1. Any member of the family has been evicted from federally assisted housing in the last five years. 2. A PHA has ever terminated assistance under the program for any member of the family. 3. The family currently owes rent or other amounts to the PHA or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act. 4. The family has not reimbursed any PHA for amounts paid to an owner under a HAP contract for rent, damages to the unit, or other amounts owed by the family under the lease. 5. The family breached an agreement with the PHA to pay amounts owed to a PHA, or amounts paid to an owner by a PHA. 6. The family would otherwise be prohibited admission under alcohol abuse standards established by the PHA in accordance with 24 CFR §982.553(a)(3). 7. The PHA determines that any household member is currently engaged in or has engaged in during a reasonable time before the admission, drug-related criminal activity.
Income verifications at	24 CFR § 982.201(e)	Waives the third-party income verification	No	Allows PHA to accept self- certification as the highest form of

admission		requirements for SV applicants and, alternatively allowing PHAs to consider self-certification as the highest form of income verification at admission		income verification at admission. Applicants may provide third-party documentation which represents the applicant's income within the 60-day period prior to admission or voucher issuance but is not dated within 60 days of the PHA's request.
SSN and citizenship verification	24 CFR § 5.216(b)(2), (g), (h), 5.218, 5.508(b)(2)(ii), (b)(3)(ii), (g)	Waives the requirement to obtain and verify SSN documentation and documentation evidencing eligible noncitizen status before admitting the family to the SV program.	No	Documentation must be provided in 180 days of admission to be eligible for continued assistance, pending verification, unless the PHA provides an extension based on evidence from the family or confirmation from the CoC or other partnering agency that the family has made a good-faith effort to obtain the documentation. PHAs may accept self-certification of date of birth and disability status if a higher level of verification is not immediately available. PHA must obtain a higher level of verification within 90 days of admission or verify the information in EIV.
Income targeting requirements	Section 16(b) of the United States Housing Act of 1937 and 24 CFR § 982.201(b)(2)	Waives Income targeting requirements. These do not apply to SV allowing PHAs to serve people at a variety of income levels including low-income families. PHAs may still choose to include the admission of extremely low-income SV families in its income targeting numbers for the fiscal year in which these families are admitted.	Yes	N/A
Income calculation and verifications from third-party providers	24 CFR § 982.201(e)	PHAs may accept income calculations and verifications from third-party providers or from an examination that the PHA conducted on behalf of the family for	No	For each new admission under this waiver and alternative requirement, the PHA must: review the EIV Income and IVT Reports to confirm/validate family-reported income within 90 days of the IMS/PIC submission date; print and

		another subsidized housing program in lieu of conducting an initial examination of income as long as the income was (1) calculated in accordance with rules outlined at 24 CFR Part 5 and within the last six months and (2) the family certifies there has been no change in income or family composition in the interim.		maintain copies of the EIV Income and IVT Reports in the tenant file; and resolve any income discrepancy with the family within 60 days of the EIV Income or IVT Report dates. At the time of the family's annual reexamination the PHA must conduct the annual reexamination of income as outlined at 24 CFR § 982.516.
Pre-inspection of HQS units		PHAs may pre-inspect available units that SV families may be interested in leasing in order to maintain a pool of eligible units.	No	NA
Initial search term	24 CFR § 982.203(a)	Waives requirement that the initial search term must be at least 60 days and establishes an alternative requirement that the initial term for an SV must be at least 120 days.	Yes	Initial term for an SV must be at least 120 days . Any extensions, suspensions, and progress reports will remain under the policies in the PHA's administrative plan but will apply after the minimum 120-day initial search term.
Initial lease term	Section 8(o)(7)(A) of the United States Housing Act of 1937 and 24 CFR § 982.309(a)(2)(ii)	Waives the requirement that a family must enter into an initial lease with the owner for at least one year.	Yes	Families can enter into leases for a term shorter than one year.
Portability	Section 8(r)(1)(B)(i) of the United States Housing Act of 1937 and 24 CFR § 982.353(c)	The normal HCV portability procedures and requirements apply to SVs with some exceptions (see alternative requirements section to the right).	Yes	In order to provide maximum housing choice for the targeted populations, HUD is removing this restriction for SV nonresident applicants to allow all SV families to immediately move under portability. The PHA may not restrict an SV family from exercising portability because they are a nonresident

				<p>applicant. A receiving PHA cannot refuse to assist an incoming SV family, regardless of whether the PHA does or does not currently administer SVs under its own ACC.</p> <p>In addition to the applicable family briefing requirements at 24 CFR § 982.301(a)(2) as to how portability works and how portability may affect the family’s assistance, the initial PHA must inform the family how portability may impact the special SV services and assistance that may be available to the family.</p> <p>If the portability move is in connection with the SV family’s initial lease-up, the receiving PHA and the initial PHA must consult and coordinate on the SV services and assistance that will be made available to the family. The primary purpose of this communication is to ensure there is no duplication of SV services and assistance provided to the family and that the receiving PHA is aware of the maximum amount of services fee funding that the initial PHA may provide to the receiving PHA on behalf of the family.</p>
<p>Establishing separate higher payment standards for SVs</p>	<p>24 CFR § 982.503(a)(3), § 982.503(b)(1)(i), § 982.503(b)(1)(iii)</p>	<p>Waiving 24 CFR § 982.503(a)(3) and establishing an alternative requirement permitting PHAs to establish separate higher payment standards for the SVs. Many rental markets with a high need for the SVs are very competitive with a shortage of affordable rental units. SV recipients who are homeless or at risk of</p>	<p>No</p>	<p>Establishing a separate SV payment standard is at the discretion of the PHA and the PHA is not required to do so. PHAs are not permitted to establish a separate payment standard for the SVs that is lower than the regular HCV payment standard. If the PHA is increasing the regular HCV payment standard, the PHA must also increase the SV payment standard if it would be otherwise lower than the new regular HCV payment standard.</p> <p>PHAs can establish a payment standard amount for a unit size at</p>

		homelessness may have relatively lower incomes than regular HCV recipients, limiting their ability to rent units with rents above the payment standard. In addition, landlords may be more reluctant to rent to homeless individuals who may have limited or poor credit history, a limited established rental history, or other issues.		<p>any level between 90%-120% of the published FMR for that unit size. HUD approval is not required to establish an SV payment standard within that range.</p> <p>A PHA that is not in a designated Small Area FMR area or has not opted to voluntarily implement Small Area FMRs under 24 CFR 888.113(c)(3) may establish exception payment standards for a ZIP code area above the basic range for the metropolitan FMR based on the HUD published Small Area FMRs. The PHA may establish an exception payment standard up to 120 percent (as opposed to 110 percent) of the HUD published Small Area FMR for that ZIP code area. As is the case for the regular HCV program, the PHA must notify HUD if it establishes an SV exception payment standard based on the Small Area FMR. The exception payment standard must apply to the entire ZIP code area.</p> <p>PHAs may also still request approval for exception SV payment standards above 120% of the applicable FMR/SAFMR from HUD in accordance with 24 CFR § 982.503(b)(1)(iv) or §982.503(c) if needed.</p> <p>All rent reasonableness requirements at 24 CFR § 982.507 continue to apply to SV units, regardless of whether the PHA has established an alternative or exception SV payment standard.</p>
Application of Increased Payment Standard	24 CFR § 982.505(c)(4)	Waiving requirement that if the payment standard amount is increased during the HAP contract, the increased payment standard amount shall be used to calculate the	No	PHAs have the discretion to establish a policy in the PHA administrative plan on when to apply the increased payment standard (e.g., interim reexamination, owner rent increase) after the effective date of the increase in the payment standard

		monthly housing assistance payment for the family beginning at the effective date of the family's first regular reexamination on or after the effective date of the increase in the payment standard amount.		amount, provided the increased payment standard is used to calculate the HAP no later than the effective date of the family's first regular reexamination following the change.
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**THE BOARD OF COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA**

On Motion of Commissioner:

Seconded by Commissioner:

and approved by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

EXCUSED:

THE FOLLOWING RESOLUTION WAS ADOPTED:

NUMBER:

**RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER
INTO A MEMORANDUM OF UNDERSTANDING WITH THE HOUSING
AUTHORITY OF THE CITY OF ALAMEDA, AND THE ALAMEDA
COUNTY CONTINUUM OF CARE AND THE COUNTY OF ALAMEDA ON
BEHALF OF ITS ALAMEDA COUNTY HEALTH CARE SERVICES
AGENCY TO ADMINISTER STABILITY VOUCHERS**

WHEREAS, the Consolidated Appropriations Act, 2021 (Public Law 116-260) made \$43,439,000 available for new incremental voucher assistance under Section 8(o) of the United States Housing Act of 1937 for use by individuals and families experiencing or at-risk of homelessness, those fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking, and veterans and families that include a veteran family member that meet one of the specified criteria; and

WHEREAS, the U.S. Department of Housing and Urban Development (Department) announced the process to register interest for Stability Vouchers (SV) in PIH Notice 2022-24 (Notice) and the Oakland Housing Authority (Authority) submitted an application to register interest for SVs in April 2023 and the Department notified the Authority, on June 5, 2023, of an allocation of 81 SVs, which the Authority promptly accepted with an effective date of July, 1, 2023; and

WHEREAS, the Consolidated Appropriations Act, 2022 (Public Law 117-103) further provided the Department may waive any provision of any statute or regulation, except for requirements related to fair housing, nondiscrimination, labor standards and the

environment, upon finding that any such waivers or alternative requirements are necessary to expedite or facilitate the use of the SVs; and

WHEREAS, the waivers and alternative requirements are specified in the Notice and as such the Admin Plan will be modified to include the same administrative waivers for SVs as were used for Emergency Housing Vouchers (EHVs) as specified in Chapter 18; and

WHEREAS, the SV program functions similarly to the EHV program, which staff successfully administered and fully leased with community partners for the last two years and SVs include the same regulatory waivers as EHVs but include a smaller amount of supplemental administrative fees, \$500 per voucher, for eligible services; and

WHEREAS, unlike EHVs, SVs do not sunset after a set time and the Authority intends to replicate the referral systems, innovations and partnerships created to support and implement the EHV program to implement, and administer the new SV program; and

WHEREAS, SVs are tenant-based rental assistance and will be administered in the same manner as traditional housing choice vouchers except with approved regulatory waivers to allow expedited leasing; and

WHEREAS, eligibility for SVs is limited to referrals from the Continuum of Care (CoC) which in Alameda County is part of a collective impact effort to end homelessness and provisions in the CoC regulations required establishment of a Coordinated Entry (CE) system which is a centralized coordinated process designed to coordinate program participant intake, assessment and provision of referrals; and

WHEREAS, the Notice requires PHAs to accept direct referrals for SVs through the CE process of qualifying individuals and families who are (1) homeless; (2) at risk of homelessness; (3) fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking; or (4) veterans and families that include a veteran family member that meet one of the specified criteria; and

WHEREAS, as a Moving to Work (MTW) agency, the Authority plans to submit a request to use specific MTW flexibilities to waive regulatory requirements similar to EHVs for operational efficiency, incentives to recruit and retain owners, and opportunities for SV participant families to increase self-sufficiency; and

WHEREAS, as required by the Notice, the Authority drafted a Memorandum Of Understanding (MOU) with the CoC and the County of Alameda on behalf of the Health Care Services Agency (HCSA) as the designated management entity for the CE process and opted to include the City of Alameda Housing Authority, the only other Alameda County PHA to receive SVs; and

WHEREAS, the Notice requires direct referrals of qualifying families from the CoC/CE process and the MOU outlines the roles and responsibilities each entity will undertake to

issue and accept referrals of qualifying households and for administering SVs to avoid duplication of efforts already funded by other sources.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA;

THAT, the Board of Commissioners authorizes the Executive Director to enter into a Memorandum of Understanding with the Housing Authority of the City of Alameda, Alameda County Continuum of Care and the County of Alameda on behalf of its Alameda County Health Care Services Agency to administer the SV program; and

THAT, the Executive Director is authorized to take all steps necessary to implement this resolution.

I certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on July 24, 2023.

Patricia Wells, Secretary / Executive Director

ADOPTED: July 24, 2023

RESOLUTION NO.



Oakland Housing Authority

TO: Board of Commissioners
FROM: Patricia Wells, Executive Director
SUBJECT: Consideration of a resolution authorizing the Executive Director to continue the Authority's participation in the Employment Risk Management Agency (ERMA) insurance pool and to issue payment of the annual premium invoice in an amount of \$260,107.

DATE: July 24, 2023

Type: Consent 2023-153

FISCAL IMPACTS/CONSIDERATION

The proposed funding was approved in the FY 2023 Operating Budget approved Line Item 4565-00-000, by the Board of Commissioners on June 26, 2023.

BACKGROUND

The Employment Risk Management Agency (ERMA) is an insurance pool comprised of various public entities that provides employment practices liability insurance. Oakland Housing Authority (OHA) has been a direct member of ERMA since 2007.

The policy represented by the attached invoice provides \$1 million primary policy plus a \$3 million excess rider for a total of \$4 million in employment liability practices coverage. OHA carries a \$50,000 self-insured retention on this coverage with no aggregate cap on the number or amount of claims that can be paid.

ACTION REQUESTED

It is recommended that the Board of Commissioners adopt the resolution authorizing the Executive Director to continue the Authority's participation in the Employment Risk Management Agency (ERMA) insurance pool and to issue payment of the annual premium invoice in the amount of \$260,107.

Attachments:

[ERMA Resolution for OHA BOC](#)

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF
THE HOUSING AUTHORITY OF THE CITY OF OAKLAND, CALIFORNIA:**

THAT, the Board of Commissioners approve the Oakland Housing Authority's continued participation in Employment Risk Management Authority (ERMA) as an individual member and authorizes the Executive Director to make the annual premium payment of \$260,107 for Employment Practices Liability and Excess Liability insurance coverage for Fiscal Year 2022-2023; and

THAT, the Executive Director, on behalf of the Authority, is hereby authorized to take any and all actions necessary to implement the foregoing resolution.

I hereby certify that the foregoing resolution is a full, true and correct copy of a resolution passed by the Commissioners of the Housing Authority of the City of Oakland, California on July 24, 2023.

Secretary/Executive Director

ADOPTED:

RESOLUTION NO.



Oakland Housing Authority

SUBJECT: Operational Departments June 2023 Monthly Reports

DATE: July 24, 2023

Type: Informational

2023-164

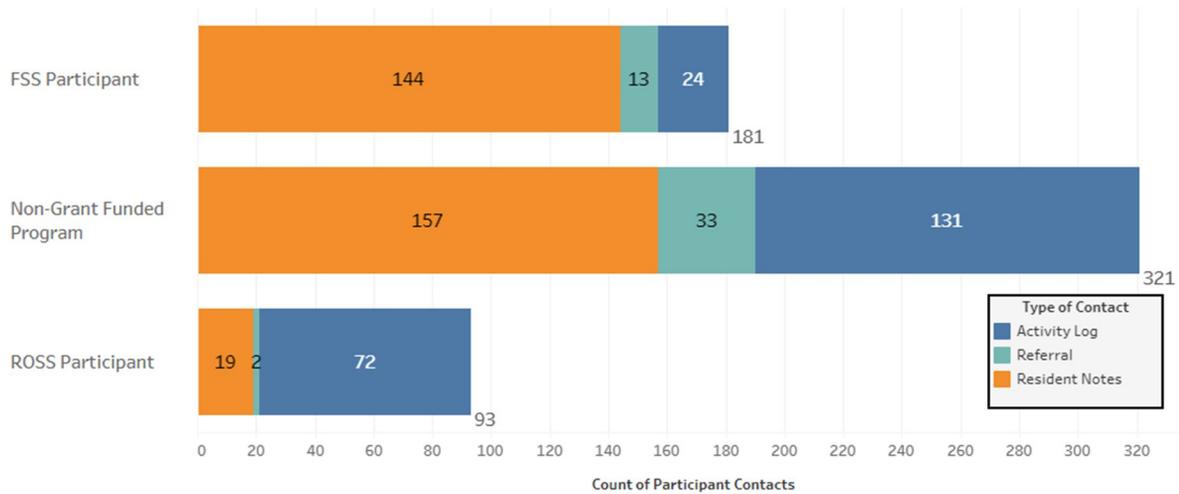
Attachments:

- 01 - Family Community Partnerships
- 02 - Leased Housing
- 03 - Office of Property Operations
- 04 - Capital Improvements Department
- 05 - Office of Real Estate Development
- 06 - Asset Management
- 07 - Risk Management

Family & Community Partnerships Department Oakland Housing Authority Monthly Status Report June 2023

FCP Participant Encounters

Participant Encounters - June 2023



2023 YTD Participant Encounters

Resident Notes Referrals Activity Log Participants (Unduplicated)



Family Self-Sufficiency

FSS Program Activities

FSS Activities	Residents
Program Orientation	67
Quarterly Contact	50
ITSP Review	8

Family Self-Sufficiency

Program	Total	New Enrollees	Escrow Accounts	Graduates	Escrow Disbursed	Termination or Exits	Escrow Forfeited	Escrow Transferred (RHA)
Section 8	151	14	93	1	\$11,983.37	0	\$0	0
PH	11	2	4	0	0	4	\$1158.91	0
FUP-Youth	13	0	6	0	0	0	\$0	0
FYI	9	0	0	0	0	0	\$0	0
Total	184	16	103	1	\$11,983.37	4	\$1158.91	0

- One (1) participant FSS program participant graduated and received an escrow check for \$11,983.37. The participant works full-time as a Social Worker at the San Francisco Health Department and plans use her escrow earnings in the homeownership program.
- One (1) FSS participant, who volunteered as a SEIU Union Organizer secured a fulltime position with them, earning \$63,000 annual salary with benefits.

Economic Development

Employment Assistance

Assistance Type	FSS	Section 3	General	TOTAL
Career Development	0	0	2	2
Financial Literacy Modules	2	0	0	2
Resume/Cover Letter Writing	2	0	3	5
Employment Assessment & Application	1	0	3	4
Job Referral	2	1	1	4
Total	7	1	9	17

Hiring Events

Event	OHA Participants	Community Participants	Total
Job Fair at Peralta Village	34	38	72
Job Fair at Lockwood Gardens	32	6	38
Total	66	44	110

Section 3

Trade/Position	Residents Working	Residents Searching	# of Requests	# of Positions	# Referred	Compliance Reports Issued
Carpentry	6	3	2	3	1	1
Cement Mason	1	0	0	0	0	0
Concrete Pump	0	0	1	1	0	1
Electrician	1	0	1	7	0	1
Insulator	0	0	1	2	1	0
Iron Workers	0	1	2	16	1	1
Laborer	6	1	1	2	1	0
Lather	0	0	2	7	0	2
Painting	0	1	0	0	0	0
Plumbing	0	0	2	6	0	2
Roofing	0	0	1	2	0	1
Sound & Communication	0	0	1	2	0	1
Sprinkler Fitter	0	0	1	9	0	1
Welding	1	0	0	0	0	

Total	15	6	15	57	4	11
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New Hires

FCP Program	Interviewed	Hired Part-Time	Hired Full-Time	Company	Position
FSS	1	1	0	FedEx	Warehouse
FSS	1	0	1	Alameda County	Eligibility Clerk
FSS	0	0	1	Ace Home Health	Health Aide Worker
FSS	0	0	1	SEIU	Union Organizer
General	1	1	0	Allied Universal	Security
General	1	0	1	Mercy Retirement Homes	Health Aide Worker
ROSS	0	0	1	OUSD	Teacher's Aide
Total	4	2	5		

Youth Employment: Lao Family Contract

Contract Year (6/1/2023-5/31/2024)

Participants	Enrolled this month	Enrolled in this contract term	Enrolled in Training	OJT Placements (Month)	OJT Placements (PTD)	College Enrollments
General	9	9	5	3	3	4
FYI	1	1	1	0	0	0
TOTAL	10	10	6	3	3	4

Homeownership

Homeownership Activities

Activities	Residents	YTD Total
Applicants		
Eligibility Review	18	
Approved for Mortgage	2	
Executed Contract/In Escrow	0	
Closing	1	2
Program		
Current	68	
Graduates	1	2
Terminations	0	1
Post-Purchase		
Post-Purchase Assistance	6	
Refinanced	0	2

***123 homes purchased since 2004**

- Two (2) current homeowners enrolled in the FSS program as the new program rules allows for those participating in the homeownership program to now join.
- One (1) family exited the program due to not requiring assistance for 12 months. She has reached self-sufficiency.

Participants Pre-qualified for Homeownership (Lender Qualified)

Voucher Size	# Families Searching	Average Household Income	Average Loan Amount
2 Bedrooms	2	\$72,035	\$402,500

Resident Opportunities Self Sufficiency (ROSS)

ROSS Program

Program	ROSS Participants	New Enrollees (Month)	YTD (Exits)
Public Housing	145	0	2

- Thirty-three (33) annual assessments were completed by the ROSS Coordinators.

Youth and Education

Promise Plus Program – Enrollment and Engagement

Enrollment will resume when school re-open in August.

Promise Plus Program

OUSD Schools	Previous Students Enrolled	New Enrollments	Total Enrollment
Prescott Elementary	17	0	17
Martin Luther King, Jr.	18	0	18
Lockwood Steam Academy	33	0	33
Markham Elementary	16	0	16
West Oakland Middle	27	0	27
Westlake Middle	4	0	4
Elmhurst Middle	7	0	7
Frick Impact Middle	21	0	21
McClymonds High	13	0	13
Oakland High	3	0	3
Fremont High	14	0	14
Castlemont High	13	0	13
Non-Partner Schools	59	0	59
Total	245	0	245

Promise Plus Education Ambassador Highlight



Da'Layjah Washington joined the Education Team as an Education Ambassador with the Summer Lunch Program. She is currently attending Merritt College. While in high school she started a student led book club at Lions Creek which continues to provide a safe space for youth residents to gather and share in the joy of reading. She holds a "Certificate of Special Congressional Recognition" from Congresswoman Barbara Lee for her volunteerism and community involvement. Da'Layjah will replicate the student led book club at Lockwood Gardens and Peralta Village as a

component of the five Promise Plus pillars of success to improve reading comprehension and literacy.

Support Services

- Two (2) Promise Plus families received clothing support from a community partner referral to Inspiring Communities and food support from Lockwood Pantry.

Summer Lunch Program



Lockwood and Peralta launched our 8 weeks free meal lunch program to provide youth with a nutritious lunch during summer break. Approximately twenty-five (35) lunches are served daily between the sites.

The youth also receive access to arts & crafts, reading, yoga, and began learning to speak Spanish after lunch is served. To date, approximately two hundred twenty-two (222) lunches have been distributed to the youth.



Camp Mendocino Camping Trip



Twenty-six (26) OHA youth residents ages 7 to 14 had the opportunity to attend the six (6) day annual overnight Camp Mendocino trip from June 27th to July 2nd, 2023. When asked what the best part of camp was, one OHA camper said, “the food was delicious” and another said “the zipline activity”. Two (2) OHA residents, who have attended Camp Mendocino for several years, participated in the Camp’s Leadership in Training (LIT)

program, which is a free program that provides older campers the opportunity to be a camp leader. As campers move up in age, they can also become Counselors in Training (CIT) and are provided a stipend.



Senior Services

One-hundred (100) senior participants from Peralta Village, Lockwood Gardens, Palo Vista Gardens, and Campbell Village received the June Seniors Connect Newsletter which included completed art projects in May, fun summer activities to support learning and socialization, and a calendar of onsite activities at our public housing locations.

Senior Lunch “Grab and Go” Hot meals – Peralta Village

Twenty-five (25) Peralta Village seniors participated in the “Grab and Go” Spectrum Hot Meal program. Due to low participation in-person, and increased Spectrum requirements, the senior meal program ended on June 29th. Each participant was provided a program closure notice, with alternate congregate meal-setting options.

Senior Lunch Delivery Program

	<i>Monthly Total</i>	<i>YTD</i>
“Grab & Go” Hot Meals	258	1741

40th Annual Senior Splendor Committee Meetings

Twelve (12) residents from Palo Vista, Lockwood Gardens, Peralta Village, and Campbell Village meet bi-weekly for event planning and socialization. This year’s event is scheduled for August 17th, from 3 pm to 7 pm, with the theme of “Hot Fun in the Summertime”. Tickets are currently available for sale by Resident Coordinators at Lockwood Gardens, Peralta Village, Campbell Village, Palo Vista Gardens, Oak Groves North and South, Adel Court, and Harrison Towers.

Senior In-Person Socialization

Senior Socialization Activities

<i>Activity</i>	<i>Residents</i>
Bingo	25
Senior Art Day	6
Positioned for Purpose	11
Walking Club	4



Peralta Bingo



Peralta Art Day



Peralta Art Day



Lockwood Life Enrichment Group



Peralta Art Day



Peralta Walking Club

Special Programs

Emergency Housing Voucher (EHV) Welcome Kits

Twenty-one (21) Welcome Kits were issued to EHV families.

Foster Youth to Independence (FYI) Program Housing Workshop

Twenty-six (26) FYI participants received housing search assistance and were provided housing listings, application assistance, landlord communication coaching, referrals for credit repair, and security deposit assistance. Eight (8) FYI participants attended the housing search assistance workshop.

Housing Search Workshops

FCP hosted two housing search workshops for any participant searching with an OHA voucher and four (4) attendees came and learned strategies to address barriers, market themselves to landlords, and find suitable listings.

Cleaning Kits

Household Cleaning Kits	
Participant Request	Issued
61	61

Digital Inclusion

Twelve (12) Chromebooks were distributed at the Lockwood Block Party to new FSS enrollees to support with their financial education, job search, employment training, and for education purposes.

T-Mobile Tablet/Chromebook Distribution

FCP Program	Tablets/Chromebooks (Month)	Program Total (YTD)
Education Initiative	0	21
FSS	12	14
Total	12	35

Family Unification Program (FUP) Youth

Family Unification Program (FUP) Youth

Applicants	Current Participants	New Enrollments (Current Month)	Transitioned to FSS	Program Exits to Date	Program Enrollments to Date
0	7	0	13	11	31

Health and Wellness

Food Programs – Peralta Village & Lockwood Gardens

In collaboration with the Alameda County Community Food Bank, FCP conducted three (3) food pantries at Peralta Village, Lockwood Gardens, and facilitated a home delivery pantry in partnership with DoorDash. DoorDash delivered food bags to elderly and disabled residents living in Campbell Village, the OAHPI developments, and participants in the Section 8 program who cannot come to OHA's onsite food pantries. FCP received a donation of two hundred and twenty-five (225) bread loaves to assist with the pantries.

Food Assistance

	Spectrum Grab & Go	Peralta Village	Lockwood Gardens	DoorDash Pantry	Total
Food bags provided	0	96	69	64	229
Senior Lunches	258	0	0	0	258
Residents served	25	235	150	119	529

Civic Engagement

OHA Resident Advisory Board (RAB)

Resident Advisory Board (RAB)

Status	Residents	Non-OHA	Total
RAB Committee Meetings	3	0	3
RAB Meeting	6	0	6
Total	9	0	9

Lockwood Gardens Block Party (Move to Civic Engagement)

Lockwood Gardens held its annual summer kick-off block party to promote community engagement with OHA families and the community. Two hundred and fifty-six (256) OHA residents engaged with FCP and its community partners to learn how to access available resources and enroll into their programs. Community partners included Alameda County Public Health, Alameda Alliance, West Oakland Health Center, SNE Cares, Xfinity, Carebuilders at Home, Safeway, United States Postal Service, Oakland Library, and the Lao Family.

Block Party Program Engagement

Program	Resident Interest List
ROSS	8
JPP – East Oakland Works	9
FSS	32
Employment	22
Education	14
Total	85



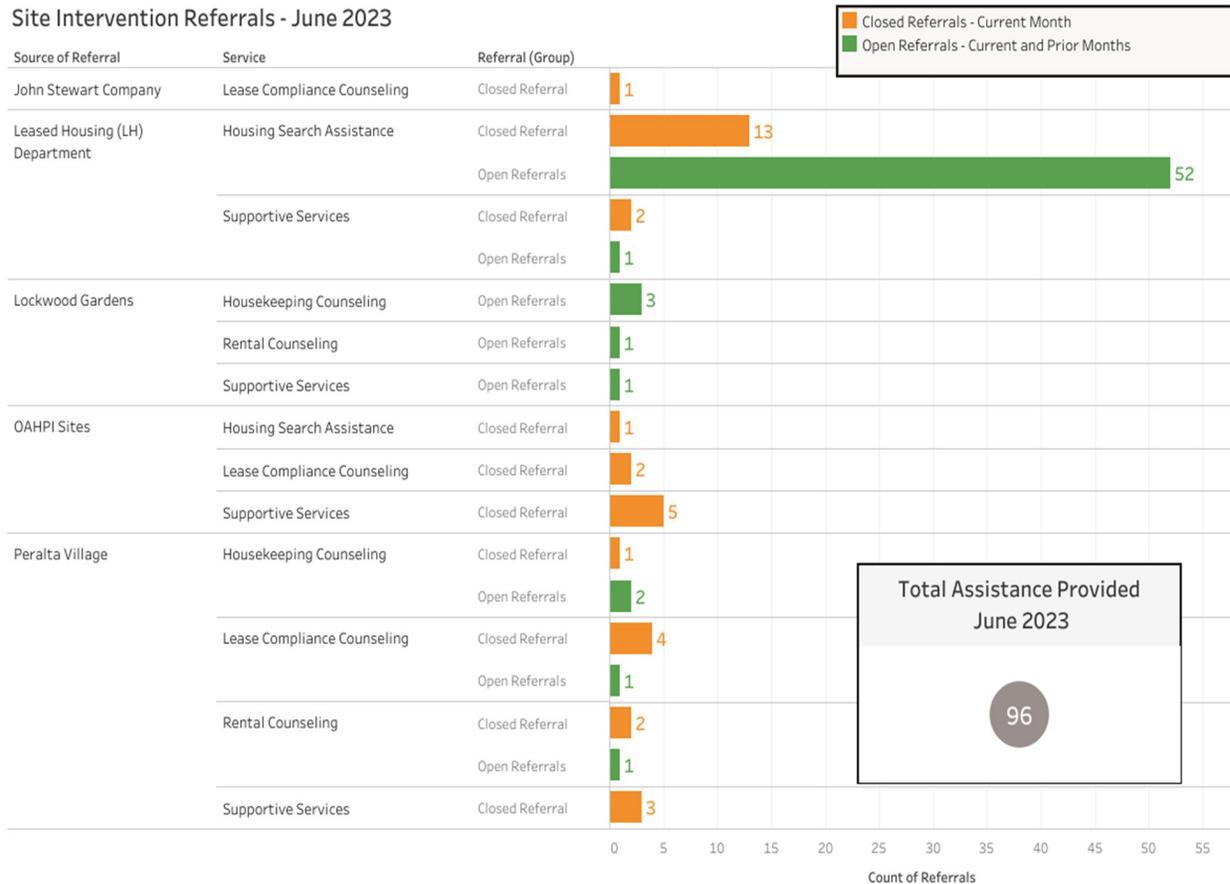
Site Intervention

Site Meetings

FCP hosted site meetings in partnership with OAHPI, OHAPD, and the Green Team.

AMP	# of Meetings	Residents
AMP 11	5	19
AMP 12	4	13
AMP 13	6	20
AMP 14	1	3
Total	16	55

Site Intervention Referrals - June 2023



2023 YTD Summary

Referrals Opened

218

Referrals Closed

190

Leased Housing Department- July 2023 Report

2011 Housing Choice Voucher Wait List

There are a total of **303** applicants on the waitlist. OHA has reconciled its purged records for a final applicant list.

Virtual briefings FY23

IE Virtual Briefing Dates	# of families invited	# of families attended
July 2022	76	67
August 2022	30	33
September 2022	30	24
October 2022	56	48
November 2022	62	51
December 2022	36	35
January 2023	62	55
February 2023	44	46
March 2023	38	39
April 2023	48	40
May 2023	56	55
June 2023	44	34

OAHPI Intake FY23

Intake date	# of families invited	# of families attended	# of families removed from Waitlist	# Referred pending TSV/leasing
July 2022	210	0	0	43
August 2022	0	128	0	38
September 2022	0	0	0	21
October 2022	0	0	6	1
November 2022	0	0	1	14
December 2022	83	21	63	5
January 2023	0	0	0	6
February 2023	205	104	25	27
March 2023	0	0	0	4
April 2023	91	19	72	4
May 2023	0	0	0	0
June 2023	0	0	0	0

PBV to HCV Activity

- Thirty-Five families remain on the Request List.

2014 Public Housing Wait List

Intake date	# of families invited	# of families attended	# of families removed from waitlist	# Referrals pending TSV/leasing
July 2022	0	0	0	0
August 2022	0	0	0	3
Sept 2022	0	0	0	4
October 2022	99	11	36	3
November 2022	121	17	95	12
December 2022	0	0	0	4
January 2023	0	0	0	4
February 2023	0	0	0	7
March 2023	0	0	0	3
April 2023	0	0	0	17
May 2023	0	0	0	0
June 2023	0	0	0	0

Waitlist Openings:

OHA opened the Public Housing Waitlist for Lockwood Gardens and Peralta Village for the period January 17, 2023-January 31, 2023. The lottery has been completed. The OHA Public Housing Waitlist has been established with the 500 applicant households.

Summary Report**May 2023****June 2023****Eligibility****Waitlist Activities and Port-in**

• Intake appointments scheduled 2011 waitlist	0	0
• Intake appointments attended 2011 waitlist	0	0
• Briefing and voucher issued for applicants from 2011 wait list and Mainstream	0	0
• Intake, Briefing and voucher issued for Port-In and Survivor vouchers/FUP	9	21

Project Based Voucher and Tenant Protection Vouchers

• New Move-in Intake and briefing PBV/TPV incl OAHPI	15	16
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• Relocation vouchers issued for OAHPI Households	0	0
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Special Programs (including non-MTW)

Intake, briefing and voucher issued:

• HUD VASH	5	5
• Mod Rehab/S+C	1	0
• Intake, briefing: Local Programs/ PACT	0	0

Public Housing and OAHPI Eligibility:

• Intake	0	0
• Processing for Eligibility	12	0
• Referred Households	0	12

Total new vouchers issued (tenant & unit based)	30	38
Denial of Admission/Withdrawals	0	2

Owner Services

Initial Inspections

• Move-in inspections	167	128
• Passed Inspections	80	58
• New contracts (new, transfer, port-ins)	150	97

Rent Increases

• Rent increases requested	391	447
• Rent increases approved	298	323
• Rent increases denied/declined	24	18
• Rent increases pending review/HQS	60	101

Annual Inspections

• Total number of Annual Inspections performed	795	729
• Number of annual inspections passed	292	252
• Failed with owner and tenant items	280	297
• Inspections rescheduled, vacant, or cancelled	92	86
• No Shows	131	94

Reasonable Accommodations

• Total number of requests received	54	50
• Total number approved	8	4
• Total number pending	34	43
• Total number denied	12	3

Occupancy

• Total annual recertification scheduled	510	451
• Total annual recertification's completed	252	244
• Total interim recertification's completed	282	264
• Transfer voucher within Oakland	65	70
• Portability vouchers issued	30	37
• Total no. of transfer vouchers issued	95	107
• Total no. of Decisions to Terminate Assistance	24	10
• Total Meet & Discuss appointments	1	3
• Resolution cases	154	195

Special Programs

• Interims completed	101	128
• Recertification's completed	116	126
• Field recertification's	0	0
• Transfer port vouchers issued	21	3
• Resolution cases	117	160

Program Terminations

• Informal Hearings held	1	2
• Termination upheld	0	1
• Termination reversed	0	0
• Pending outcome	0	0
• Requests for Executive Review	2	1
• ER Termination upheld	1	0
• ER Termination reversed	0	0
• ER Outcome pending	1	1

Customer Service

• Walk in visitors	1,031	837
• 1540 Leased Housing main phone line	2,657	2663
• Avg. calls/day to Customer Service	221	148

LEP Calls

• Cantonese/Mandarin	58	48
• Spanish	27	12
• Vietnamese	7	14

Leased Housing Department Special Programs and Initiatives:**VASH**

OHA has a total allocation of 526 VASH vouchers and 263 leased. OHA received 5 new referrals. OHA approved a conditional award of 18 vouchers to the Lake Park/EAH affordable housing project, 8 vouchers were awarded to 285 12th Street/EBALDC and 19 vouchers to 2700 International Blvd/Unity Council.

Mainstream

OHA has a total allocation of 212 Mainstream vouchers (MS5/MS28), 180 utilized and 8 searchers.

On December 19, 2022, OHA was awarded 50 additional vouchers and \$957,456 voucher funding and \$131,000 in Extraordinary Administrative fees. The Effective date was February 1, 2023.

Confidential Client Request (CCR) Policy

The purpose of this policy is to ensure OHA and OAHPI are in compliance with the provisions of the Violence Against Women's Act (VAWA) and to describe the procedures for processing VAWA and the Threat of Physical Harm requests, timely, effectively, fairly, and to maintain confidentiality. OAHPI PBV is recommending amending its transfer policy to allow a 5 to 1 ratio. For every five applicants housed, one transfer will be approved. If determined an imminent threat exists, OHA will offer transfer to vacant and available 3rd party PBV unit or if available a Housing Choice Voucher. The goal is to fill vacant available units with applicants in need of affordable housing on the existing OAHPI waitlist and not simply transfer internal housed residents. The Leased Housing Department received 6 CCR's for review and processing.

Portability

A total of 21 participant households ported in from other PHA's. OHA is absorbing all port in households except VASH and EHV.

There are 44 unabsorbed OHA participant families living in the jurisdiction of another housing authority. The majority are living in the following jurisdictions: Contra Costa County, Alameda County, City of Alameda, Berkeley, and Richmond.

The Housing Authority of Alameda County and Contra Costa Housing Authority are absorbing all port in program participants. OHA has a MTW activity that restricts portability to neighboring PHA's within 30 miles of OHA unless the receiving PHA is absorbing the voucher or family has one of 11 exceptions. Exceptions include emergency VAWA cases, employment, reasonable accommodations and educational needs.

Emergency Housing Vouchers

The Department of Housing and Urban Development (HUD) allocated \$5 billion in American Rescue Plan (ARP) funds for emergency housing vouchers that will assist individuals and families who are experiencing or at risk of experiencing homelessness. The \$5 billion funding gives communities the resources needed to help eligible households find and remain in housing. HUD estimates that these Emergency Housing Vouchers (EHVs), alongside resources provided by the CARES Act, could help house 130,000 households nationwide.

In May 2021, HUD awarded the Oakland Housing Authority 515 EHVs. OHA will work in partnership with its local Continuum of Care, the Coordinated Entry System and other local Public Housing Authorities to advance and improve the housing outcomes of individuals most impacted in Alameda County.

In order to be eligible for an EHV, an individual or family must meet one of four eligibility categories:

- Homeless
- At risk of homelessness
- Fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Recently homeless and for whom providing rental assistance will prevent the family's homelessness or having high risk of housing instability.

The EHV program is a direct referral program. Alameda County Coordinated Entry will send direct applicant referrals for Emergency Housing Vouchers to OHA. OHA will conduct eligibility screening and inspect all units. OHA also received administrative fees for activities related to assisting EHV applicants with leasing units. OHA is working closely with Alameda County PHAs and the Continuum of Care to finalize a joint Memorandum of Understanding. OHA has convened an EHV work team who are

collaborating with other local PHAs, County staff and a community partner to prepare a standardized application, workflow and SOP's. HUD has also provided administrative fee funding for a number of activities to assist with leasing such as landlord incentives, security deposits, "speed" leasing bonus and care packages for new residents. The program launched late July 2021. The EHV dashboard is available on the website www.oakha.org.

Total Award	Total Leased/Utilized	Total Searching	Contracts Pending Activation	Applicants in Eligibility Screening/CBS
515	571	25	9	2

Owner Incentives

Per OHA's MTW plan, Leased Housing has launched four owner incentives: Vacancy Loss (Re-Rent Bonus), Pre-Qualifying inspections, Signing Bonus, and Owner Recognition and Unit Repair.

Vacancy Loss (Re-Rent Bonus)- Payment for up to two months HAP is offered to existing HCV owners if they re-rent a unit previously occupied by an HCV tenant to another HCV participant within two months of contract cancellation.

OHA paid \$44,920 in vacancy loss to 12 owners. Units had an average vacancy period of 86 days.

Pre-Qualifying Unit Inspections- A pre-qualifying unit inspection is offered to all HCV program owners to expedite the lease up process and minimize delays or losses due to inspections. Inspections are not being linked to a participant. Once a unit has passed, the owners will have up to 60 days to find a tenant for the unit.

OHA conducted 0 initial pre-inspections. OHA has conducted 81 pre-qualifying inspections for HCV units.

Signing Bonus - For new landlords who sign a contract with OHA allowing a voucher family to move into one of their available units, OHA will pay the owner a \$1,000 signing bonus. This is for all owners who sign a contract with OHA.

OHA paid 74 owners a \$1,000 bonus/\$74,000.

Apartment Repair Loan -OHA will reimburse owners up to \$2,250 for repairs made to fix Housing Quality Standard fail items on units that have never received HUD subsidy. The repairs must be verified by OHA. Once the Housing Assistance Payment (HAP) contract is signed and repairs are verified, OHA will reimburse the owner requests received within 30 days of HAP contract execution. This incentive launched November 2021.

OHA paid 1 owner for a total of \$1,300.

New Contracts Entered for Owner Payment June 2023

PBV	25
HCV	56
HUD VASH	6
TRA/Shelter Plus	6
Mod Rehab	0
FYI/FUPF	4
Contracts Entered for Payment	97

Project Based Vouchers

Projects in the pipeline

95th and International - The project sponsor anticipates receiving the Certificate of Occupancy by June 2023. Staff will share information about the grand opening event once it is available.

Rent Increases

Leased Housing received 447 rent increase requests. There were 230 Housing Choice Vouchers completed. The average rate of increase was 5% and average amount approved was \$106.

Program Compliance Team

Program Compliance team is focused on the analysis, prevention or remedial action, if necessary, to prevent or correct program noncompliance by participants and owners. Program Compliance staff works with all the Leased Housing teams as well as the Oakland Housing Authority Police Department and the Executive Office. The team conducted 4 client interactive/warning meetings, processed 8 owner notification letters, resolved 22 late rent notices, resolved 95 resolution cases and processed 9 proposed termination notices. There were \$6,113 calculated in subsidy overpayments. The team is developing an owner notice explaining the status of state/federal emergency moratorium and City of Oakland eviction moratorium and resources for non-payment of rent to limit potential evictions and interim income adjustments.

Special Needs Housing

The Harrison Hotel is part of the County's Shelter Plus Care program subsidizing 46 units, reported 100% lease up for formerly homeless disabled residents. The County refers applicants to OHA for intake and unit inspections.

Local Programs

Sponsor Based Housing Assistance Program (SBHAP)

The SBHAP initiative is a partnership with the City of Oakland to provide housing assistance to up to 180 households experiencing homelessness. This initiative leverages funding for supportive services as the City of Oakland funds providers who offer a variety of housing navigation and tenancy sustaining supports. The total FY 2023 budget is \$4,209,693.

The program can serve up to 180 households in FY23.

- a) Program Details - Services, Funders, Service Providers and Target Population
Total number of households to be served: **Minimum: 100, Maximum:180**

Oakland Housing Authority - OPRI Units			Min: 87 HH	Max: 180 HH
Services/ Funder	# of HH Served Min - Max.	Target Population	Supportive Services Provider	Housing Services Provider
PATH: Community Housing Services	27-30	Encampments/ Shelter	Lifelong Medical St. Mary's Center Building Futures w/ Women & Children	Abode Services
Behavioral Health Care Services	18 - 20	Encampments/ Shelter: Homeless. Serious Mental Illness	Lifelong Medical	Abode Services
TBD	20-40	Community Cabins	ROOTS	ROOTS
Oakland Department of Violence Prevention (Formally known as Oakland Unite): Dept. of Human Services	25-30	Re-entry: Adult Probation & Parole	Abode Services	Abode Services
PATH: ESG & THP+ Funding	17-20	Homeless Youth Ages 18-24 who are	First Place for Youth	First Place for Youth

City of Oakland – HSD - CHS	20-40	homeless or at-risk of homelessness and exiting the foster care or juvenile justice system Families experiencing homelessness, at risk of homelessness or victims of domestic violence	Building Futures for Women & Children	Building Futures for Women & Children
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Building Bridges/CalWORKs

CalWORKs Building Bridges program provides a stable shallow housing subsidy (1-2 years) for Social Services Agency clients who are actively engaged in a plan to achieve self-sufficiency, specifically employable, formerly homeless CalWORKs clients. The BOC approved a new Contract term is 5 years. Costs to not exceed \$2,400,000 over the five-year term; with \$,480,000 budgeted annually. Contract execution is in process. Invoices are billed quarterly.

An average of 30 families per month will receive a rental subsidy equal to the fair market rent based on unit size from OHA. Reasons for denial: Incomplete information, client exited from Housing Support Program by County, client request, non-compliance with CalWORKs program, or no inspection requested or passed.

Available	Referrals received	Households subsidized	Households in eligibility process/inspection
50	19	13	6

First Place for Youth (FPFY)

FPFY Building Bridges program is a short-term five-year program for up to 50 participants. The current contract expires July 31, 2023, staff are in discussion with the current vendor. Staff will work with our Contract Compliance and General Service team to prepare a new solicitation.

Available	Referrals received	Households Subsidized	Households in eligibility process and inspection
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50	4	9	2
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Local Housing Assistance Program/Single Room Occupancy – LHAP/SRO

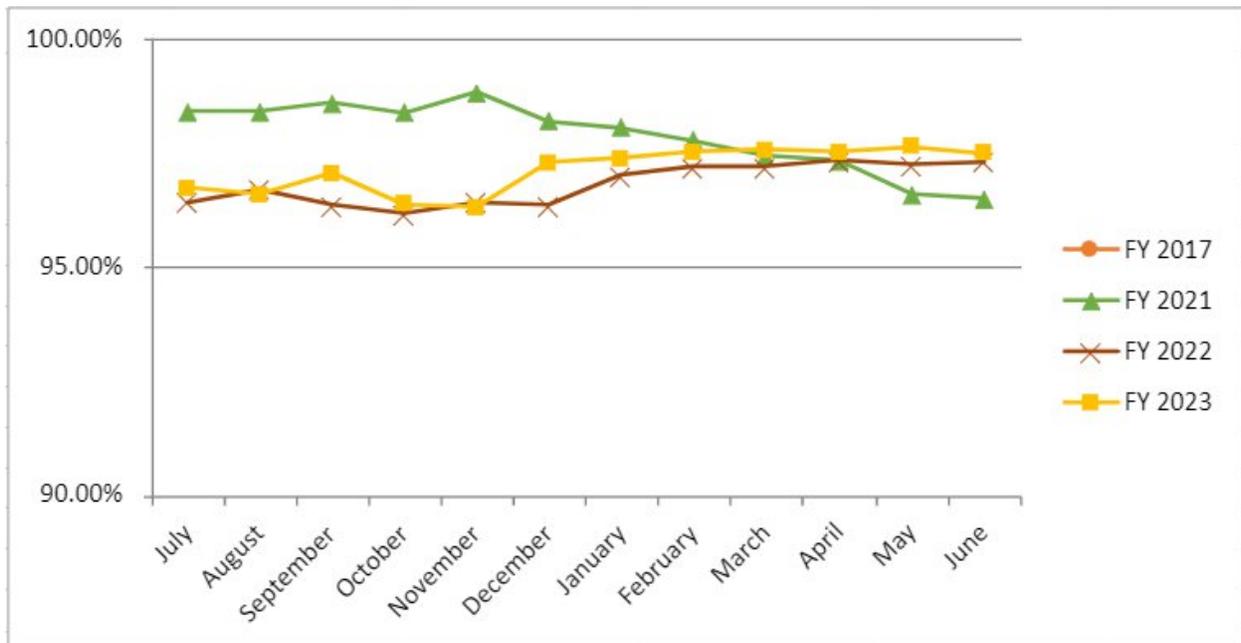
As of May 2023, TOTALS	Total Units	Vacant or Non- Eligible Units	Eligible Units	Subsidy Per Unit
	311	126	185	\$933

- All properties received subsidy increase based on FY23 HUD Fair Market Rents effective January 1, 2023.

Property Operations Department

Occupancy Report

Public Housing Occupancy Rates - TOTAL PORTFOLIO 97.50%



All Authority Public Housing Units

Month	Occupancy Rate
July 2022	96.73%
August 2022	96.59%
September 2022	97.06%
October 2022	96.38%
November 2022	96.31%
December 2022	97.30%
January 2023	97.38%
February 2023	97.51%
March 2023	97.56%
April 2023	97.51%
May 2023	97.64%
June 2023	97.50%

Authority Managed Public Housing Units

Development	Total Units	Non-dwelling Units/ Exempt	Available Units	Occupied Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Lockwood Gardens	372	3	369	356	9	2	2	97.83%	96.48%
Peralta Villa	390	2	388	382	4	1	1	98.45%	98.45%
Total	762	5	757	738	13	3	3	98.15%	97.49%

OAHPI Project Based Section 8 Units

Portfolio	Total Units	Excluded Units (HCEB)	Available Units	Occupied Units	Down Units	Units in Turnover	Reserved Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
Deep East	278	10	268	246	5	9	4	4	92.54%	91.79%
East	258	0	258	236	10	5	2	5	92.64%	91.47%
Fruitvale	270	3	267	255	8	0	1	3	95.51%	95.51%
San Antonio	244	4	240	228	7	2	0	3	92.50%	95.00%
West	231	0	231	212	9	4	2	4	91.77%	91.77%
North	239	0	239	227	9	1	0	2	94.98%	94.98%
Total	1,520	17	1,503	1,404	48	21	9	21	93.35%	93.41%

OAHPI – PACT Program

Portfolio	Total Units	PACT Office	Program Units	Program Occupied Units	Employee Occupied Units	Down Units/CID	Units in Turnover	Application in process from ACSO	Reserved/ Preleased Units	Vacant and Available	Previous Month Occupancy Rate	Current Month Occupancy Rate
East	20	1	19	3	0	2	8	0	0	6	15.79%	15.79%

Recertification Report

Authority Managed Public Housing Units

Development	Completed Annual Recertifications	Recertifications/ Outstanding	Recertifications/ Legal	Current Month Backlog
Lockwood Gardens	9	13	0	13
Peralta Villa	24	6	2	4
Total	33	19	2	17

Tenant Rent Collections**Authority Managed Public Housing Units**

Development	Charged	Collected	Percent Collected
Lockwood Gardens	\$151,181	\$140,534	92.96%
Peralta Village	\$149,710	\$118,674	79.27%

OAHPI Project Based Section 8 Units (Includes HAP)

Portfolio	Charged	Collected	Percent Collected
Deep East	\$592,490	\$496,011	83.72%
East	\$572,482	\$484,914	84.70%
Fruitvale	\$647,973	\$587,538	90.67%
San Antonio	\$549,674	\$477,195	86.81%
West	\$522,181	\$440,124	84.29%
North	\$610,002	\$531,830	87.19%

Tenant Accounts Receivables**Authority Managed Public Housing Units**

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	\$99,436	\$81,072	\$76,019	\$838,664	(\$63,257)	\$1,095,190
Peralta Villa	\$83,464	\$70,854	\$60,435	\$556,482	(\$56,137)	\$771,235

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$119,282	\$106,167	\$90,721	\$1,491,845	(\$47,749)	\$1,808,014
East	\$116,563	\$109,699	\$97,695	\$1,912,132	(\$62,648)	\$2,236,089
Fruitvale	\$101,347	\$87,750	\$80,967	\$1,106,893	(\$65,708)	\$1,376,957
San Antonio	\$83,537	\$28,531	\$49,245	\$638,127	(\$97,729)	\$799,440
West	\$95,669	\$72,291	\$55,588	\$756,903	(\$71,179)	\$980,452
North	\$85,299	\$68,207	\$70,520	\$962,140	(\$146,358)	\$1,186,166

* Includes Current and On-Notice Tenant Rent and Misc. charges.

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$55,010	\$51,104	\$52,720	\$714,267	\$0	\$873,101
East	\$43,794	\$41,852	\$45,638	\$746,227	\$0	\$877,511
Fruitvale	\$26,729	\$27,212	\$20,361	\$651,197	(\$202)	\$725,499
San Antonio	\$33,967	\$62,746	\$29,506	\$713,479	(\$6,945)	\$839,698
West	\$53,530	\$56,723	\$54,714	\$887,184	(\$1,665)	\$1,050,487
North	\$40,206	\$51,749	\$40,864	\$814,277	(\$1,443)	\$947,096

* Current and On-Notice tenants only

Authority Managed Public Housing Units

Development	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Lockwood Gardens	(\$90)	\$651	\$844	\$114,385	(\$5,602)	\$115,790
Peralta Villa	\$929	\$929	\$1,240	\$72,099	(\$3,581)	\$75,197

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Tenant Rent

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total TARs
Deep East	\$996	\$3,241	\$2,417	\$478,050	(\$25,209)	\$484,704
East	\$3,848	\$4,875	\$4,370	\$286,994	(\$21,469)	\$300,086
Fruitvale	\$0	\$319	\$1,073	\$193,308	(\$23,907)	\$194,700
San Antonio	\$0	(\$388)	\$1,903	\$299,959	(\$15,631)	\$301,474
West	\$150	\$60	\$1,440	\$129,932	(\$26,065)	\$131,582
North	\$0	\$0	\$0	\$187,844	(\$22,044)	\$187,844

*Past and Evicted tenants

OAHPI Project Based Section 8 Units Housing Assistance Payments (HAP)

Portfolio	0-30 Days	31-60 Days	61-90 Days	90+ Days	Prepays	Total HAP Owed
Deep East	\$7,179	\$7,179	\$4,504	\$320,380	(\$7,848)	\$339,242
East	\$1,839	\$1,839	\$3,042	\$322,933	(\$13,171)	\$329,654
Fruitvale	\$0	\$1,784	\$2,165	\$165,272	(\$3,379)	\$169,221
San Antonio	\$0	\$1,648	\$2,750	\$165,248	(\$7,114)	\$169,646
West	\$0	\$0	\$1,165	\$163,887	(\$2,806)	\$165,052
North	\$0	\$0	\$0	\$196,206	(\$3,994)	\$196,206

* Past and Evicted tenants

Work Order Report**Work Order Report - Authority Managed Public Housing Units**

Development	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Lockwood Gardens	372	220	190	192	218
Peralta Villa	390	46	179	178	47
Total	762	266	369	370	265

Work Order Report – OAHPI Project Based Section 8 Units

Portfolio	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Current Month Remaining Open WOs
Deep East	278	376	159	93	442
East	278	334	148	89	393
Fruitvale	270	110	132	115	127
San Antonio	244	110	138	121	127
West	231	386	183	167	402
North	239	316	152	146	322
Total	1,540	1,632	912	731	1,813

Legal Report**Legal Report – Authority Managed Public Housing Units**

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
July 2022	0	0	0	-
August 2022	0	0	0	-
September 2022	0	0	0	-
October 2022	0	0	0	-
November 2022	0	0	0	-
December 2022	0	0	0	-
January 2023	0	0	0	-
February 2023	0	0	0	-
March 2023	0	0	0	-
April 2023	0	0	0	-
May 2023	0	0	0	-
June 2023	0	1	1	-

Legal Report – OAHPI Project Based Section 8 Units

Month	Voluntary Move Out/Abandonment	Eviction	Total Vacated	Balance
July 2022	0	0	0	-
August 2022	0	1	1	\$12,020.70
September 2022	0	0	0	-
October 2022	0	0	0	-
November 2022	1	0	1	\$21,655.00
December 2022	0	0	0	-
January 2023	0	0	0	-
February 2023	3	0	3	\$153,430.24
March 2023	2	0	2	\$36,682.23
April 2023	0	0	0	-
May 2023	1	0	1	\$8,765.19
June 2023	0	0	0	-

Resource Conservation Community Engagement and Outreach

Authority Managed Public Housing Units

Development	Site Assessments	Resident Contact	Flyer Outreach
Lockwood Gardens	4	0	356
Peralta Villa	4	0	382
Total	8	0	738

OAHPI Project Based Section 8 Units

Portfolio	# of Sites Visited	Site Assessments (includes multiple visits)	Resident In-Person Contact	Flyer Outreach	In-Person Site Meetings
Deep East	18	20	60	246	1
East	2	2	0	236	0
Fruitvale	19	24	17	255	4
San Antonio	37	51	15	228	5
West	17	22	6	212	2
North	19	24	13	227	5
Total	112	143	111	1,404	17

Emergency Rental Assistance Program

*Emergency Rental Assistance Program information is a cumulative summary of payments received

Emergency Rental Assistance - OAHPI Project Based Section 8 Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Deep East	31	\$0	20	\$194,304	\$194,304
East	13	\$0	6	\$49,368	\$49,368
Fruitvale	12	\$0	7	\$42,054	\$42,054
San Antonio	35	\$0	20	\$126,241	\$126,241
West	23	\$0	15	\$127,436	\$127,436
North	28	\$2,712	18	\$112,043	\$114,755

Emergency Rental Assistance – Authority Managed Public Housing Units

Portfolio	Number of Residents Processed to Date	Assistance Processing	Number of Residents Paid to date	Assistance Received	Total Dollars
Lockwood Gardens	77	\$0	17	\$95,966	\$95,966
Peralta Village	54	\$2,771	39	\$132,243	\$135,014

Additional Rental Assistance Resources - OAHPI Project Based Section 8 Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Deep East	\$0	\$3,233	\$3,146	\$10,512	\$16,891
East	\$0	\$10,467	\$0	\$6,648	\$17,115
Fruitvale	\$0	\$0	\$1,623	\$15,563	\$17,186
San Antonio	\$4,785	\$0	\$10,789	\$14,473	\$30,047
West	\$2,604	\$32,290	\$2,062	\$47,167	\$84,123
North	\$0	\$10,796	\$7,238	\$0	\$18,034

Additional Rental Assistance Resources –Authority Managed Public Housing Units

Portfolio	Alameda County	BACS	City of Oakland	EDC	Total Dollars
Lockwood Gardens	\$0	\$0	\$9,937	\$0	\$9,937
Peralta Village	\$0	\$562	\$7,238	\$0	\$7,800

Capital Improvement Department

Unit Renovations

	OHA	OAHPI
Units Completed and Returned to OPO in June	4	8
Units Received from OPO in May	5	5
Units Completed in Fiscal Year 2022-23 to Date (2023 Final)	44	89

These unit renovations are complete turns, typically stripped down to the sheetrock. They include:

- Asbestos abatement in walls and flooring if present
- Re-textured and painted
- Kitchen and bathroom cabinet replacements including granite countertops
- New bathtubs and new plumbing fixtures
- All the mill work gets replaced i.e. doors, frames, floor molding, closet doors etc.
- Electrical panels are moved to new, code approved locations
- All smoke and carbon monoxide detectors are rewired to the main panel
- Installation of new, always on, bath fans to improve indoor air quality
- Replacement of all flooring and carpeting
- Added light fixtures on the ceilings of living and bedroom areas

OHA/OAHPI Completed in June:

- 1263 65th Ave.
- 6520 Fenham
- 924 Mandela Unit B
- 845 Kirkham
- 7950 Ney #5
- 5730 Elizabeth #4
- 5730 Elizabeth #10
- 2925 E. 22nd St. Unit C
- 2005 E. 21st St. #203
- 4823 Webster #6
- 357 49th St. #2
- 725 39th St. #1
- 1263 65th Lockwood Moisture Barrier

In the Preconstruction/Construction Process:

- 1125 65th Ave. Unit A fire repairs
- 9514 Birch St. exterior, site, and landscape rehab
- Lockwood Gardens exterior rehab
- 3287 Lynde St. tree into building
- 9506 Birch St. fire repairs
- 1127 Foothill Fire
- 6309 Baker St. Exterior Rehab

Administrative Buildings

- Service Center Driveway asphalt R&R, reseal, and stripe
- Additional card reader locations
- 1619 Harrison rooftop HVAC unit sound attenuation
- 1619 Harrison automatic doors



Oak Groves Rehab - OHA/RAMP Development



Oak Groves is an acquisition/rehabilitation low-income housing tax credit, tax exempt bond project for 151 units of formerly public housing for low-income seniors in two buildings in downtown Oakland.

Project Description:

<i>Project Address:</i> 620 17 th St. & 570 16 th St.	<i>Affordability Targeting:</i> 30-60% of AMI
<i>Project Type:</i> Acquisition/Rehabilitation	<i>Architect:</i> Okamoto-Saijo Arch.
<i>Number of Units:</i> 151	<i>General Contractor:</i> BBI Construction Inc.
<i>PBVs:</i> 149	<i>Property Management:</i> John Stewart Co.
<i>Target Population:</i> Low-Income Seniors	<i>Total Development Cost:</i> \$86.4MM

Permanent Funding Sources:

• Tax Exempt Perm Loan: \$23,600,000	• OHA Ground Lease Loan \$599,901
• Seller Carryback Loan: \$34,400,000	• Release of Forward Commit. Fee: \$472,000
- Accrued/Deferred Interest: \$1,729,173	• Deferred Developer Fee: \$7,878,529
• OHA Sponsor Loan \$15,000,000	• GP Equity \$100
	• Tax Credit (LP) Equity \$46,003,264

OHA Board Authorizing Resolutions:

- No. 4696, 07/25/16: Okamoto-Saijo Architecture Contract
- No. 4728, 07/27/17: BBI General Contractor Contract
- No. 4743, 04/03/17: Overland Pacific & Cutler Relocation Contract
- No. 4767, 08/28/17: HUD Section 18 Disposition and PBV Award
- No. 4801, 04/09/18: Okamoto-Saijo Architecture Budget Increase
- No. 4803, 06/04/18: BBI General Contractor Contract Amendment
- No. 4837, 09/24/18: OHA as Development Partner and Option to Lease Land & Improvements
- No. 4838, 09/24/18: Creation of New OAHPI Development Corporation
- No. 4848, 02/11/19: Section 18 Disposition and Financing and Withdrawal of OHA Development LLC from Partnership
- No. 4869, 05/13/19: Substitute RAMP for OAHPI in RHI Oak Groves LLC and Execute County Environmental Land Use Covenants
- No. 4880, 07/22/19: Amend Resolution 4848 to Update Financing
- No. 4890, 10/14/19: OHA as Co-Guarantor with RAMP and Unit Count Confirmation
- No. 4898, 12/09/19: Add California Bank & Trust as Co-lender
- No. 4899, 12/19/19: Amend Resolution 4898 to Remove California Bank and Trust as Co-lender and Reapprove US Bank as Sole Lender

Affiliate Board Authorizing Resolutions:

- No. 19-001, 07/09/19: Secure Financing
- No. 19-002, 07/09/19: Secure Financing, Implement Rehabilitation, and Act as Guarantor-Developer
- No. 19-003, 10/22/19: Amendment to Resolution No. 19-001 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson, and to Confirm the Unit Count
- No. 19-004, 10/22/19: Amendment to Resolution No. 19-002 to Clarify Existing Guarantee Obligations, have OHA Act as Co-Guarantor until Environmental Closure, to Authorize Patricia Wells to Execute Documents Previously Executed by Eric Johnson
- No. 19-005, 10/22/19: Enter into Assignment & Assumption Agreement with OHA for Relocation Contract and Amend Contract to Add Moving Services
- No. 19-006, 10/09/19: Partnership Co-lender Bifurcation
- No. 19-007, 10/09/19: Add California Bank & Trust as Co-Lender and Bifurcate Construction/Permanent Loan Using Two Promissory Notes - one Recourse to RAMP and the Partnership and one Non-recourse
- No. 19-008, 12/09/19: Amend No. 19-005: Amend Relocation Contract, Secure Temporary Housing with Extended Stay America, and Contract with Chipman Movers
- No. 19-009, 12/19/19: Amend No. 19-006: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender
- No. 19-010, 12/19/19: Amend No. 19-007: Re-approve US Bank as Sole Lender and Remove California Bank & Trust as Co-lender
- No. 20-003, 05/05/20: Barbara Sanders Project Management Services Contract
- No. 22-011, 07/22/22: Amend No. 20-003: Increase Budget of Barbara Sanders Project Management Services Contract
- No. 23-003: 04/24/23: Amend No. 22-011: Increase Budget and Extend Term of Barbara Sanders Project Management Services Contract

Approved OHA/Affiliate Funding:

RAMP: \$100 GP Equity

Disbursements to Date:

\$100 GP Equity

Current Project Status: Work is complete on Oak Grove North and Oak Grove South.**Construction Progress:**

% Complete: 100%

New Hires:

Number of New Hires: 161

Number of Section 3 Hires: 47

% Section 3: 29.19%

Construction Contract Status:

Original Contract Amount \$44,117,725

Approved Change Orders \$ 5,803,671

Final Contract Amount \$49,921,396**Milestones Completed:**

- Project converted to permanent financing on 3/16/23.
- Project audited cost certification completed on 5/4/23.

Oak Grove North

- The building is complete and fully occupied

Oak Grove South

- The building is complete and fully occupied

Harrison Tower – OHA/RAMP Development



Harrison Tower, a 101-unit senior public housing development, was approved for a Section 18 Disposition by HUD in July 2018. This approval will allow the property to be refinanced utilizing tax-exempt bonds, conventional debt, and low income housing tax credits to modernize all building systems and renovate the 100 senior apartments and one (1) manager's unit.

In addition to substantially rehabilitating all residential units, the 3rd floor residential amenities and property management/ services offices will be reconfigured and updated, and seismic upgrades will be performed throughout the building which will include the garage and the Authority's offices on the 1st and 2nd floors.

Project Description:

<i>Project Address:</i> 1621 Harrison Street	<i>Affordability Targeting:</i> 50% AMI or less
<i>Project Type:</i> Rehabilitation	<i>Other Uses:</i> OHA Headquarters
<i>Number of Units:</i> 101	<i>Architect:</i> Saida +Sullivan Architects
<i>PBVs:</i> 100	<i>General Contractor:</i> To be determined
<i>Target Population:</i> Seniors	<i>Property Management:</i> To be determined
	<i>Total Development Cost:</i> \$86.4M (includes \$30.1M Seller Carryback Loan)

Targeted Permanent Funding Sources:

- Conventional Mortgage
- Project Based Section 8
- Tax Credit (LP) Equity
- GP Equity
- OHA Loan
- OHA Seller Carryback Loan
- Deferred Developer Fee

OHA Board Authorizing Resolutions – None to date

Affiliate Board Authorizing Resolutions:

- OAHPI No. 19-006, 5/31/19: Arch. and Engineering Contract with Saida + Sullivan Design Partners
- OAHPI No. 20-001, 5/5/20; Construction Manager contract with Buis Construction Services, Inc.
- OAHPI No. 20-009, 10/19/20; First Amendment to Saida + Sullivan Design Partners Contract
- OAHPI No. 21-002, 2/9/21; Relocation Consultant Contract with Overland Pacific & Cutler

Approved OHA/Affiliate Funding:

\$4,840,000 for Total Predevelopment. in FY21
OAHPI Budget
\$1,700,000 for Predevelopment spending in FY23

Disbursements to Date:

\$1,153,409

Current Project Status:

Predevelopment: Resident relocations are ongoing. As of June 30, 2023, eight (8) residents have completed their relocations, five (5) residents are pending final processing, and the remaining seven (7) residents of the first batch of 20 HUD-approved TPV voucher holders are actively searching for housing. The nonlinear structural engineering analysis and coordination with the design and engineering team continues.

Milestones Completed Past Month: Predevelopment activities are ongoing.

Partnerships with Nonprofit Developers

Brooklyn Basin Master Plan

The Authority, in partnership with the City of Oakland and MidPen Housing, is engaged in developing 465 units of affordable housing for low-income families and seniors as part of the Brooklyn Basin master planned community.

The Brooklyn Basin project (formerly known as “Oak to Ninth”) is a large scale, master planned community on a formerly-industrial site along Oakland’s waterfront. The site is approximately 64 acres of waterfront property off Embarcadero Road and 10th Ave.

When complete, the project will include up to 3,100 residential units (including the 465 affordable rental units), 200,000 square feet of commercial space, approximately 32 acres of parks and public open space, two renovated marinas (170 boat slips), and an existing wetlands restoration area. The master developer is Zarsion-OHP I, LLC (ZOHP) whose principal local partner is the Signature Development Group.

The City of Oakland acquired Parcels A and F from ZOHP for the purpose of developing the 465 affordable units of affordable housing. The Authority acquired a 50% share of Parcels A and F on October 19, 2017 for \$10 million. Four distinct projects are planned for these properties. Projects 1, 2 and 3 are described in detail below. Project 4 is expected to break ground in the second quarter of 2022.



BROOKLYN BASIN ILLUSTRATIVE PLAN

Brooklyn Basin, Project 3 Partnership with MidPen Housing Corp.



*Project 3 (named **Foon Lok West**) on Parcel A will include 130 units for very low-income families and formerly homeless persons.*

Photo: Main entrance to Foon Lok West with newly installed public art bike racks designed by Civic Design Studio.

Project Description:

Project Address: 311 9 th Avenue	Affordability Targeting: 20-60%
Project Type: New Construction	Other Uses: None
Number of Units: 130	Architect: HKIT Architects
PBVs: 65	General Contractor: Nibbi Brothers
Target Population: Very low-income families and formerly homeless individuals and couples	Property Management: MidPen
	Total Development Cost: \$102.3M

Permanent Funding Sources:

• OHA Acquisition Funds (included in City loan)	• Alameda County A1 Funds	\$9,698,000
• SF Federal Home Loan Bank AHP	• Tax Credits – Wells Fargo	\$50,907,000
\$1,290,000	• General Partner Equity	\$110,000
• CA HCD – No Place Like Home	• Permanent Mortgage – CA Community	
\$5,500,000	Reinvestment Corporation	\$19,970,000
• City of Oakland		
\$12,442,000		

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

The Temporary Certificate of Occupancy was issued on 5/9/22. As of August 17th, the project is 100% leased and MidPen successfully converted all financing to permanent on March 24, 2023.

Construction Progress:

% Complete:	100.00%
% Complete last Month:	100.00%
Start Date	7/30/20
Scheduled Completion Date	4/30/22
Actual Completion Date:	5/9/22

New Hires:

Number of New Hires:	316
Number of Section 3 Hires:	35
% Section 3:	11.08%
% Local Residents:	43.99%
% Local Apprentices:	48.18%

Milestones Completed Past Month:

TCO received on 5/9/22 and the final permit card sign off was received on 7/6/22. MidPen received the Final Certificate of Occupancy on 12/8/22. MidPen successfully converted all construction financing to permanent and closed on the CA HCD No Place Like Home funding on March 24, 2023. The LIHTC Placed in Service and 8609 approvals are pending.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project was completed within the approved contract completion date but nine (9) days later than the original schedule. As of 8/1/22, project is within budget.

Brooklyn Basin, Project 4 Partnership with MidPen Housing Corp.



*Project 4 (named **Foon Lok East**) on Parcel A will include 124 units for very low-income families and formerly homeless persons.*

Photo: Foon Lok East, taken 6/1/23

The completed Foon Lok West on the right of the photograph; the Embarcadero and 880 Freeway are on the left.



Project Description:

Project Address: 389 9th Avenue
Project Type: New Construction
Number of Units: 124
PBVs: 61
Target Population: Very low-income families, formerly homeless individuals and couples

Affordability Targeting: 20-60%
Other Uses: None
Architect: HKIT Architects
General Contractor: Nibbi Brothers
Property Management: MidPen
Total Development Cost: \$109.7M

Permanent Funding Sources:

- OHA Acquisition Funds (included in City loan)
- City of Oakland
- CA HCD – No Place Like Home (homeless funding)
- CA HCD – Cal Housing Accelerator Program
- General Partner Equity
- Permanent Mortgage – Century Housing

OHA Board Authorizing Resolutions:

- No. 4765, 8/28/17: CEQA
- No. 4766, 8/28/17: Purchase and Sale Agreement; Joint Ownership Agmt.; Master Housing Agmt.
- No. 4792, 2/26/18: Lease Disposition and Development Agreement for Projects 1 and 2; 258 PBVs
- No. 4868, 5/13/19: Lease Disposition and Development Agreement for Projects 3 and 4

Affiliate Board Authorizing Resolutions – Not applicable

Approved OHA/Affiliate Funding:

MTW: \$10,000,000 Land Acquisition

Disbursements to Date:

\$10,000,000

Current Project Status:

Framing for all levels is now complete. Roof construction began on May 22nd. Nibbi is on schedule for the tower crane to be removed on 6/30/23. Over 90% of windows have been delivered and installation is in progress. The off sites permit has been approved. Nibbi is in the process of pulling a sewer lateral permit so installation of wet utilities will begin shortly.

Construction Progress:

% Complete: 60.76%
 % Complete last Month: 54.46%
 Start Date: 6/6/22
 Projected Completion Date: February 2024
 Actual Completion Date: TBD

New Hires:

Number of New Hires: 152
 Number of Section 3 Hires: 33
 % Section 3: 21.71%
 % Local Residents: 27.63%
 % Local Apprentices: 42.31%

Milestones Completed Past Month: Closed all construction financing on 5/27/22. Contractor mobilized and started site work on 6/6/22.

If 100% construction completion has been achieved, was the project delivered On Time? Was the project delivered Within Budget? If not, please explain.

Project is still under construction.

285 12th Street – Partnership with EBALDC



Construction of a new 65-unit affordable housing building on a former parking lot at 12th and Harrison Street Downtown Oakland.

Project Description:

<i>Project Address:</i>	285 12 th Street	<i>Affordability Targeting:</i>	20%-70% AMI
<i>Project Type:</i>	New Construction	<i>Other Uses:</i>	3,500 sq. ft. commercial
<i>Number of Units:</i>	65	<i>Architect:</i>	David Baker Architects
<i>PBVs:</i>	16 regular PBVs, 8 HUD-VASH PBVs	<i>General Contractor:</i>	Roberts-Obayashi Corp.
<i>Target Population:</i>	Low-income families, 7 special needs units	<i>Property Management:</i>	EBALDC
		<i>Total Development Cost:</i>	\$69.3M
		<i>Placed in Service Date:</i>	

Targeted Permanent Funding Sources:

- | | |
|--|--|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Multifamily Housing Program (MHP) • Infill Infrastructure Grant (IIG) |
|--|--|

OHA Board Authorizing Resolutions:

- Reso. No. 4881, 9/22/19: Land purchase and soft loan in combined amount not to exceed \$12,000,000. Conditionally awarded 16 Project-Based Section 8 Vouchers.
- Reso. No. 4992, 8/23/21: Acquisition bridge loan not to exceed \$7,265,880.
- Reso. No. 5089, 6/27/22: Conditional award of 8 HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$12,000,000 for land purchase and loan

Disbursements to Date:

\$7,091,979

Current Project Status:

Predevelopment – EBALDC is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. They plan to apply for MHP and IIG funding in the 2023 HCD Super NOFA. The Super NOFA application is due on July 12, 2023. EBALDC is evaluating options for value engineering in an effort to reduce the project's financing gaps and improve the cost containment components of the Super NOFA and CDLAC tax exempt bond tiebreaker scores.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

500 Lake Park – Partnership with EAH



OHA is partnering with EAH on the development of a 53-unit affordable housing building on the former site of the Kwik-Way Drive-In, in the Grand Lake Neighborhood of Oakland.

Project Description:

<p><i>Project Address:</i> 500 Lake Park <i>Project Type:</i> New Construction <i>Number of Units:</i> 53 <i>PBVs:</i> 18 VASH Vouchers <i>Target Population:</i> Low-income families; 20 units for homeless or at-risk veterans</p>	<p><i>Affordability Targeting:</i> 20%-60% AMI <i>Other Uses:</i> 2,900 sq. ft. commercial <i>Architect:</i> Lowney Architecture <i>General Contractor:</i> JH Fitzmaurice <i>Property Management:</i> EAH <i>Total Development Cost:</i> \$75.2 M <i>Placed in Service Date:</i></p>
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Targeted Permanent Funding Sources:

- | | |
|--|---|
| <ul style="list-style-type: none"> • Tax Credit Investor Equity • Permanent Hard Loan • OHA Land Purchase • General Partner Equity • Deferred Developer Fee | <p><i>Soft Loans & Grants</i></p> <ul style="list-style-type: none"> • OHA Loan • Calif. HCD Veterans Housing & Homelessness Prevention Program (VHHP) • Calif. HCD Multifamily Housing Program (MHP) • Calif. HCD Infill Infrastructure Grant (IIG) • City of Oakland |
|--|---|

OHA Board Authorizing Resolutions:

- Reso. No. 4900, 2/3/20: Land purchase and soft loan in combined amount not to exceed \$7,500,000. Conditionally awarded 14 HUD-VASH Project-Based Vouchers.
- Reso. No. 5088, 6/27/22: Conditional award of 4 additional HUD-VASH Project-Based Vouchers.

Affiliate Board Authorizing Resolutions – Not applicable.

<p>Approved OHA/Affiliate Funding: MTW: \$7,500,000 for land purchase and loan</p>	<p>Disbursements to Date: \$6,973,435.83</p>
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Current Project Status: Predevelopment – EAH is continuing architecture and engineering design, refining construction cost estimates, and applying for funding. EHA plans to apply for MHP again in the 2023 Super NOFA. They plan to apply for MHP and IIG funding in the 2023 HCD Super NOFA. The Super NOFA application is due on July 12, 2023.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

The Phoenix – Partnership with EBALDC



Construction of a 101 modular unit affordable housing project in the Prescott neighborhood of West Oakland.

The project developer is the East Bay Asian Local Development Corporation (EBALDC).

Project Description:

<p><i>Project Address:</i> 801 Pine Street <i>Project Type:</i> New Construction (Modular) <i>Number of Units:</i> 101 <i>PBVs:</i> 0 <i>Target Population:</i> Low-income individuals and families with 49 units set-aside for chronically homeless.</p>	<p><i>Affordability Targeting:</i> 30%-50% AMI <i>Architect:</i> Lowney Architects <i>Contractor:</i> Factory OS / Bernards <i>Property Management:</i> EBALDC <i>Total Development Cost:</i> \$58.1M <i>Placed In Service:</i> TBD</p>
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Targeted Permanent Funding Sources:

- City of Oakland (Perm Loan)
- HCD Capitalized Operating Subsidy (COSR)
- City of Oakland (Acquisition Loan)
- OHA Rental Assistance Subsidy (RAS)
- CA HCD Housing for Healthy California
- CA HCD Housing Accelerator

OHA Board Authorizing Resolutions:

- Reso. No. 5127, 12/12/22: Conditional award of MTW reserves to fund a Rental Assistance Subsidy in an amount up to \$3,112,566.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:	Disbursements to Date:
MTW: \$3,112,566 – RAS	\$0

Current Project Status:

Predevelopment – EBALDC is preparing to close on construction financing in late June 2023.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

Friendship Senior Housing – Partnership with CHDC



Friendship Senior is a 50-unit new construction affordable housing project consisting of studio and one-bedroom units serving senior households in West Oakland. The project developer is the Community Housing Development Corporation of North Richmond (CHDC).

Project Description:

<p><i>Project Address:</i> 1904 Adeline Street <i>Project Type:</i> New Construction <i>Number of Units:</i> 50 (one manager's unit) <i>PBVs:</i> 0 <i>Target Population:</i> Senior households aged 62 or older with set-asides for homeless seniors with mental illness.</p>	<p><i>Affordability Targeting:</i> 40% AMI or below <i>Architect:</i> HKIT Architects <i>General Contractor:</i> BBI Construction <i>Property Management:</i> John Stewart Company <i>Total Development Cost:</i> \$52.6M <i>Placed in Service Date:</i> TBD</p>
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Targeted Permanent Funding Sources:

- Tax Credit Equity
- CA HCD No Place Like Home (NPLH)
- CA HCD Multifamily Housing Program (MHP)
- OHA Loan
- Section 8 Project-Based Vouchers
- Department of Toxic Substances Control
- CA HCD Housing Accelerator
- Ground Lessor Note

OHA Board Authorizing Resolutions:

- Reso. No. 4859, 04/29/19: Conditional award of 34 Project Based Vouchers (PBVs)
- Reso No. 5157, 4/3/23: Conditional award of \$2,100,000

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

34 PBVs
 OHA Loan: \$2,100,000

Disbursements to Date:

N/A

Current Project Status:

Predevelopment. Construction closing projected to be in August 2023.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

Coliseum Way – Partnership with Danco



Rehabilitation of a former motel site to 36 studio units of permanent supportive housing for chronically homeless households in East Oakland.

The project developer is Danco Communities.

Project Description:

<p><i>Project Address:</i> 4801 Coliseum Way <i>Project Type:</i> Acquisition and Rehabilitation <i>Number of Units:</i> 37 (one manager’s unit) <i>PBVs:</i> 0 <i>Target Population:</i> Low-income individuals who experiencing homelessness or at risk of homelessness.</p>	<p><i>Affordability Targeting:</i> 30% AMI or below <i>Architect:</i> DG Group <i>General Contractor:</i> Danco Builders Northwest <i>Property Management:</i> Danco Property Management <i>Total Development Cost:</i> \$26.6M <i>Placed in Service Date:</i> TBD</p>
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Targeted Permanent Funding Sources:

- Project HomeKey funds
- City of Oakland
- OHA Rental Assistance Subsidy (RAS)

OHA Board Authorizing Resolutions:

- Reso. No. 5028, 1/24/22: Conditional award of MTW reserves to fund a Rental Assistance Subsidy in an amount up to \$4,572,041.

Affiliate Board Authorizing Resolutions – Not applicable.

Approved OHA/Affiliate Funding:

MTW: \$4,572,041 - RAS

Disbursements to Date:

\$0

Current Project Status:

Predevelopment; projected construction start in July 2023.

Milestones Completed Past Month:

If 100% construction completion has been achieved, was the project delivered on time? Was the project delivered on budget? If not, please explain: Project is in predevelopment phase.

Asset Management Department – June 2023

Occupancy Report - Contract Managed Public Housing Units

Development	Total Units	Non-dwelling units/ Exempt	Offline	Units Occupied by Employee	Available Units	Units In Rehab	Vacant and Available	Reserved Units	Occupied Units	Previous Month Occupancy Rate	Current Month Occupancy Rate
Harrison Towers	101	0	43	1	57	0	0	0	57	95.08%	100.00%
Adel Court*	30	0	0	0	30	0	2	2	28	90.00%	93.33%
Campbell Village	154	1	0	1	152	0	5	5	147	96.69%	96.71%
Palo Vista Gardens	100	0	0	1	99	0	4	4	95	95.00%	95.96%
Linden Court*	38	0	0	0	38	0	2	2	36	94.74%	94.74%
Mandela Gateway	46	0	0	0	46	0	2	0	44	95.65%	95.65%
Chestnut Court	45	0	0	0	45	0	2	2	43	91.11%	95.56%
Foothill Family	21	0	1	0	20	0	0	0	20	95.00%	100.00%
Lion Creek I & II	99	0	0	0	99	0	1	1	98	98.99%	98.99%
Lion Creek III	37	0	0	0	37	0	0	0	37	100.00%	100.00%
Lion Creek IV	21	0	0	0	21	0	0	0	21	100.00%	100.00%
Total	692	1	44	3	644	0	18	16	626	96.88%	97.20%

Recertification Report - Contract Managed Public Housing Units

Development	Completed Annual Re-certifications	Re-certifications/ Outstanding	Re-certifications/ Legal	Total Backlog
Harrison Towers*	59	0	0	0
Adel Court	26	1	0	1
Campbell Village	9	0	0	0
Palo Vista Gardens**	0	3	0	3
Linden Court	0	2	0	2
Mandela Gateway	3	3	0	3
Chestnut Court	0	14	0	14
Lion Creek Crossings	6	3	0	3
Foothill Family***	4	0	0	0
Total	107	26	0	26

*Harrison Towers and Adel Court are on the tri-annual recertification schedule.

**Palo Vista Gardens conducts re-certifications in October.

***Foothill Family conducts annual re-certifications in August.

TARs - Contract Managed Public Housing Units

Development	Charged	Collected	Current Month Uncollected	TAR	1- 30 Days	31- 60 Days	61 and Over	Total Balance
Harrison Towers	\$23,853	\$21,209	\$2,644	-11%	-\$2,285	-\$360	\$0	-\$1
Adel Court	\$11,154	\$9,949	\$1,205	\$0	\$425	\$169	\$11,760	\$13,559
Campbell Village	\$57,033	\$42,811	\$14,222	24.94%	-\$30,229	\$7,003	\$65,336	\$56,332
Palo Vista Gardens	\$33,376	\$26,385	\$6,991	20.95%	-\$1,023	\$1,058	\$15,969	\$22,995

Work Order Report - Contract Managed Public Housing Units

Development Name	Total Units	Beginning of Month Open WOs	Opened Within Date Range	Closed Within Date Range	Remaining Open WO's
Harrison Towers	101	0	16	16	1
Adel Court	30	0	4	4	0
Campbell Village	154	0	15	15	0
Palo Vista Gardens	100	0	20	20	0
Chestnut Court	38	32	0	31	1
Linden Court	45	0	0	0	0
Mandela Gateway	46	0	0	0	0
Lion Creek Crossings	157	9	99	90	10
Foothill Family	21	0	26	22	4
Total	692	41	180	55	16

Senior Site Activities

Outreach Efforts/Social Activities	Harrison Towers	Adel Court	Palo Vista Gardens	Total	Notes
Wellness Phone Calls	130	40	60	230	Calls made to senior residents
Mercy Brown Bags	130	19	70	219	Food bags were distributed two (2) times in June, and included produce, canned goods, milk, eggs, and tilapia
Case Management	5	N/A	N/A	5	Calls were regarding pending services needed
Home Management	2	N/A	N/A	2	Home visits to follow up on services needed
Benefits/Insurance/Language Support	34	N/A	N/A	34	Translation assistance with forms related to medical care, bank statements, social security, medical appointment, and relocation forms
Birthday Cards	4	1	6	11	Cards and goodie bags were provided
Birthday Celebration	4	4	19	27	Birthday cake and food were provided in community centers
Fun Fridays/Card Games	42	N/A	N/A	42	Five (5) times in the month of June, residents came together to play card games and Mahjong
iPad Learning Class	6	N/A	N/A	6	Seniors received instruction from Service Coordinator on how to use an iPad
Arts & Craft	5	N/A	N/A	5	Seniors colored Father's Day art
Mocktail Social Hour	N/A	11	10	21	Total of two (2) social gatherings, one at Adel Court and one at Palo Vista, where seniors had sparkling nonalcoholic drinks with fruit
Movie Day	4	N/A	N/A	4	Seniors enjoyed watching a movie in the Community Room
Father's Day Celebration	N/A	6	35	41	Father's Day was celebrated with an Italian meal in the Community Room
Health & Wellness Resource Event/BBQ with OHAPD	N/A	N/A	125	125	Took place on June 7 th , with community partners and interpreters, where OHAPD grilled food
USOAC 32 nd Annual Convention	N/A	3	14	17	Took place on June 30 th with 22 community partners in attendance, free lunch and transportation provided; one (1) Palo Vista resident joined the USOAC Board, four (4) Palo Vista Walk Club Leaders recognized
Bivalent Booster	N/A	0	1	1	Received at USOAC Convention
UCSF Brain Health Series	N/A	5	4	9	Class provided by Dr. Windon from UCSF
USOAC Walk Club	N/A	N/A	29	29	Four (4) walk sessions organized this month
Medi-Cal Presentation	N/A	N/A	5	5	Medi-Cal presentation by Medi-Cal rep on how to best utilize the plan
USOAC Travel Training Part 1 -Class	12	N/A	N/A	12	Two (2) sessions for the first part of the Travel Training class held
USOAC Travel Training Part 2 - Fieldtrip	11	N/A	N/A	11	Two (2) sessions for the second part of the Travel Training (fieldtrip) provided
Clipper cards provided by USOAC	12	N/A	N/A	12	As part of the Travel Training Sessions, twelve (12) seniors each received \$40 loaded on their senior clipper cards

Earthquake Preparedness Training	N/A	3	16	19	Training provided by Eden I & R
Welcome Packages	2	N/A	N/A	2	Provided to seniors who relocated this month and included: paper towels, toilet paper, disinfecting wipes, garbage bags, sponges, hand soap, dish soap, hand sanitizer, first aid kit, masks, flashlight, LED rechargeable lantern, gluten and sugar free cookies, and a tote bag
Resident Advisory Committee Meeting	N/A	4	12	16	Seniors use the platform to stay informed of upcoming events, and to voice concerns

Health and Wellness Highlights

- Health & Wellness Event/ BBQ with OHAPD:** On June 7th, Palo Vista Gardens hosted their first Summer Health & Wellness Fair and BBQ in the courtyard. The event featured a D.J., health resources, and delicious food. OHAPD assisted in grilling food, and they also provided six (6) cadets to assist in serving food to seniors. Twelve (12) community partners including Alameda County Community Food Bank, CalFresh, St. Mary’s Senior Center, Family Paths, Spectrum Community Services, Inc., Eden I & R, 211, Mandela Food Cooperative, California Telephone Access Program, Libertana, United Seniors of Oakland and Alameda County, OHA Conservation Team, OHA Resident Advisory Board, and OHA Family Community Partnerships Department participated in the event.

There were Cantonese and Vietnamese interpreters on site to ensure that residents were able to communicate with the various community partners. Over one hundred and twenty (120) community members attended the event. The seniors were thrilled to have such a great event and would like for it to a recurring event.



- **Brain Health Series Workshops:** Oakland Housing Authority has partnered with the UCSF Memory and Aging Center to provide a Brain Health Series workshop once a month from March to July by Dr. Charles Windon, a neurologist from the Center. On June 6th and June 13th, Dr. Windon provided a workshop for Palo Vista Gardens and Adel Court residents on the topic, "Stay active and join a friend! Physical activity and staying social as we age". Four (4) residents attended from Palo Vista and five (5) from Adel Court.
- **United Seniors of Oakland and Alameda County 32nd Convention:** USOAC held their 32nd Annual Convention on June 30th from 9am to 2pm. The convention had twenty-two (22) community partners with resources that ranged from health & wellness to housing remediation. Seniors, including one (1) tenant from Palo Vista Gardens were recognized for joining the USOAC Board The Palo Vista Walk Club was recognized as well with four (4) club members receiving certificates. Three (3) Adel Court seniors and fourteen (14) Palo Vista Gardens seniors attended the convention. Transportation, breakfast and lunch were provided by USOAC, and the JSCO service coordinator as well as the OHA AM Resident Services Portfolio Administrator attended the event. One (1) Palo Vista Gardens senior received her bivalent booster, as Alameda County Public Health was at the event offering COVID-19 boosters.

Social Activities Highlights

- **Father's Day Celebration:** In celebration of Father's Day, on June 15th and June 16th, six (6) seniors from Adel Court, and thirty-five (35) from Palo Vista Gardens, gathered in the Community Room to enjoy an Italian meal together. It was a fun social gathering where fathers were recognized by their peers.
- **Mocktail Social Hour:** There were two (2) mocktail social hours on the calendar for Adel Court and Palo Vista Gardens this month. The idea of the social gathering was suggested by seniors at both sites, where it allowed seniors to enjoy sparkling nonalcoholic drinks with fruits and snacks while mingling with their neighbors. At Adel Court, there were eleven (11) participants and Palo Vista Gardens had ten (10) participants.

Training and Workshop Highlights

- **Medi-Cal Presentation:** On June 14, four (4) Palo Vista Gardens seniors attended a Medi-Cal presentation by Vince Bailey, a Medi-Cal representative. The presentation contained information on how to best utilize their insurance. Due to the low level of participation, the presentation is scheduled again in the coming month.
- **Travel Training Part One (two sessions provided):** On June 6th and June 14th, Harrison Towers residents attended a Travel Training course provided by United

Seniors of Oakland and Alameda County (USOAC). The senior's public transportation training and education provided guidance on how to ride AC Transit, BART, and other Bay Area forms of public transit. There was a total of twelve (12) seniors who participated at either one of the offered sessions, and each received a senior clipper card loaded with \$40. The training lasted four hours each day and the Service Coordinator was the interpreter for the classes.

- **Travel Training Part Two (two sessions provided):** On June 15th and June 20th, Harrison Towers residents attended a second day of the Travel Training Course, provided by USOAC. There were a total of eleven (11) participants. With guidance by the trainer, participants put into practice what they learned from day one of training, by taking a journey to and from San Francisco. They expressed that they enjoyed the trip as well as the sandwiches and clam chowder at Boudin Restaurant at Pier 39, courtesy of USOAC. The seniors were able to ride the AC Transit bus, BART, a cable car, Muni, and the ferry, all at a senior discounted rate. The seniors greatly enjoyed the training as they had the opportunity to sightsee around San Francisco on a day with great weather.
- **Earthquake Preparedness Training:** An instructor from Eden I & R provided a one-and-a-half-hour training on “Earthquake Preparedness” to sixteen (16) residents at Palo Vista Gardens on June 12th and three (3) Adel Court residents on June 23rd. The trainer taught seniors how to make their own emergency kits based on items they already have at home. He provided tips and suggestions on how to stay safe in case of an earthquake. Seniors enjoyed the class and expressed that the class was needed. Lunch was provided to all seniors who attended the training.

Roundtable Discussion Highlights

- **Partner Roundtable Discussion:** On June 13th, OHA’s Asset Management team held the monthly Partner Roundtable Discussion meeting where eighteen (18) participants from the John Stewart Company, Acta Non Verba, Project Access, Asian Health Services, and East Bay Asian Local Development Corporation participated. The roundtable meetings allow all partners to provide site updates, share resources, and provide information regarding their upcoming events.

This month, St. Mary’s Center provided a presentation regarding the new 2023 Senior Resource Guide – a guide for seniors by seniors. Partners were also informed and received an update on the following topics: the 40th Annual Holiday Splendor date and ticket sales; emergency starter kits provided by CAHI and RAB; National Night Out registration; fire safety presentations; the Healthy Living Festival registration; and the importance of having interpreters at events and workshops.

Birthday Celebrations (Palo Vista, Adel Court and Harrison Towers)



Mocktail Social Hour (Palo Vista and Adel Court)



Father's Day Celebration (Palo Vista and Adel Court)



iPad Class (Harrison Towers)



Movie Day (Harrison Towers)



Fun Fridays (Harrison Towers)



Travel Training Part 1 (Harrison Towers)



Travel Trainings Part 2 (Harrison Towers)



Earthquake Preparedness (Palo Vista and Adel Court)



UCSF Brain Health Series

Resident Community Meeting



USOAC 32nd Annual Convention (Adel Court and Palo Vista)





Campbell Village Community Center

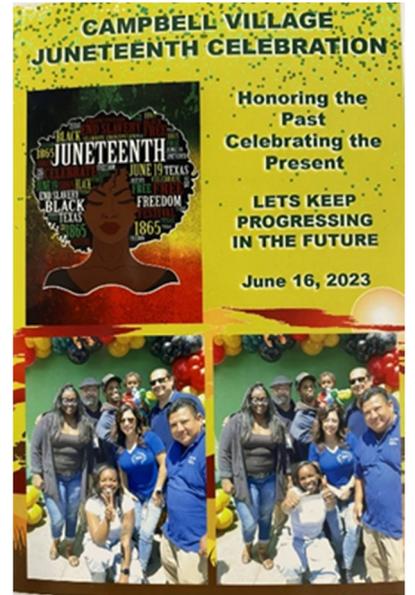
Outreach Efforts/Activities	Total	Notes
Resident Phone Auto Dialer/One Call	154	All HOH were reached out nine (9) times with information about events, workshops, and trainings for the month of June
Computer Class	1	One (1) class was held this month
Computer Open Lab	42	During this month, the computer lab was used by residents for various purposes
Phone/Tablet Assistance	3	Assistance including setting residents' tablets and new smart phones
Wellness Checks (Phone calls)	25	Calls made to make sure residents were doing well
Community Room Walk-ins	21	Residents needed assistance in printing documents (18), job search (1), resume building (1) and in creating an Indeed account (1)
Affordable Connectivity Plan (ACP) Door to Door Outreach	154	All HOH were asked if they were interested in enrolling in the ACP: six (6) residents responded and one (1) will receive assistance to enroll
Food Pantry	10	Produce, canned goods, and poultry, from the ACCFB was provided to families
UCSF Brain Health Series	2	Provided by Dr. Windon, UCSF Doctor/Professor, on the on the topic, "Stay active and join a friend! Physical Activity and Staying social as we age"
Smart Phone Training	3	California Connect conducted the training, three (3) attended but due to low numbers, another class is scheduled
Art Class	13	Tie dye shirts and painting
BINGO for Seniors	17	Two (2) BINGO events were conducted this month
Meditation Mondays Class	2	Two (2) mediation Mondays were held for June
Birthday Cards Distributed	22	Celebrants received birthday cards to celebrate their special day
Fairyland Tickets	30	City of Oakland library donated thirty (30) tickets to CV children ages 8-12 to attend on June 3
Oakland A's Baseball Tickets	8	City of Oakland library donated eight (8) tickets to CV families to attend an A's baseball game during

Father's Day Basket Giveaway	12	Baskets with various pampering items were provided to CV fathers
Summer Meal Program for kids	135	Free meals from City of Oakland to kids. Starting on June 20 th total of 135 meals were provided to 15 kids
Summer Program for kids	15	Summer program activities for 15 CV kids started on June 20 th from 11am-3pm
Juneteenth Celebration	150	First celebration at CV, had food, music, D.J., photobooth, and community partners

June Highlights

- **Fairyland Tickets:** The City of Oakland library provided thirty (30) tickets for Campbell Village kids ages 8-12 years old, to attend Fairyland's Book Festival on June 3rd.
- **Oakland A's Baseball Tickets:** The City of Oakland library provided eight (8) tickets for Campbell Village families to attend an A's baseball game during the summer.
- **Father's Day Baskets:** Twelve (12) Campbell Village fathers received a basket filled with items to pamper themselves. The fathers expressed appreciation for the recognition and the gift.
- **Oakland's Summer Food Service Program:** Starting June 20th, from Monday through Friday, Campbell Village kids, ages 18 and under, received free nutritious meals and snacks provided by City of Oakland. For this month, fifteen (15) Campbell Village kids received a total of one hundred thirty-five (135) meals.
- **Campbell Village Summer Program for kids:** Starting June 20th, Campbell Village started their summer program for kids. The program runs Monday through Friday from 11am to 3pm. The program provides participants with reading time, arts and craft activities, BINGO, Movie Days, hopscotch, basketball, musical chairs, and many other fun activities. For the month of June, there were fifteen (15) kids who participated in the summer program. Kids received a nutritious meal and snacks provided by Oakland's Summer Food Service Program.
- **Juneteenth Celebration:** Campbell Village celebrated their first ever Juneteenth Celebration on June 16th. The event featured a D.J, a photobooth, a face Painter, and delicious soul food, while community partners provided resources. There were eight (8) community partners in attendance, including: Alameda County Community Food Bank, CalFresh, Safe Passages, Alameda County Public Health Department Dental Clinic, Eden I & R, 211, Mandela Food Cooperative, United Seniors of Oakland and Alameda County, St. Vincent de Paul, and City of Oakland Public Library. There were two (2) OHAPD cadets who assisted at the event by serving food to the community. One hundred and fifty (150) community members attended the event.





Father's Day Gift Baskets



Kids Summer Program





Oakland Housing
Authority

June 2023 Report
Risk Management Department
OHA Properties

The Risk Management Department is pleased to present this monthly report to the Board of Commissioners reflecting activities for the month of June 2023. Below are new claims reported to OHA's insurers during the month. Total claims opened are the total number of claims currently opened and include the new claims. This report also provides summaries of workers' compensation and safety functions. The Risk Management Department works diligently across all departments to ensure that all risks are identified and mitigated appropriately.

Summary

The OHA Risk Management Department is committed to preventing, controlling, and minimizing OHA's risk while providing optimal service to its customers through loss control, claims administration, insurance program administration, and safety. OHA continues to experience low to no claims related to auto liability, OHA-owned property, directors and officers, and worker's compensation. The Risk Management Department will continue to work collaboratively with all departments to identify and manage its risks.

Insurance

- All policies are current. No insurance renewal is currently due.

Auto Liability

Auto liability insurance was renewed through HAI Group, effective May 1, 2023, and carries \$4M in total liability limit.

- New auto liability claim opened: 1
- Total auto liability claims opened: 2
- Auto liability claims closed: 2

Property

Property insurance is purchased to protect OHA buildings and assets from damage or loss caused by perils such as fire, theft, wind, and flood. The below statistics reflect property loss reported to the OHA's insurer HAI Group for OHA-owned properties.

- New property claim opened: 0
- Total property claims opened: 1
- Property claims closed: 0

General Liability (GL)

OHA carries general liability insurance through HAI Group to protect OHA from catastrophic incidents, including coverage for claims involving bodily injuries and property damages to third parties. The following are tort claims and litigation cases against OHA.

- New GL claim opened: 1
- Total GL claims opened: 33
- GL claims closed: 3

Directors and Officers (D&O)

OHA renewed its \$5 million D&O insurance policy effective June 1, 2023. The policy provides protection for the personal assets of OHA's directors and officers in the event that they are personally sued for actual or alleged wrongful acts in managing OHA. There is currently no claim related to D&O.

- New D&O claim opened: 0
- Total D&O claims opened: 0
- D&O claims closed: 0

Worker's Compensation (WC)

OHA is committed to providing a safe working environment for all its employees. If an employer is injured, a worker's compensation claim is processed by the Human Resources Department. Risk Management is involved in providing preventative resources and training to departments. Employee injury is very low, and May was the only month since the beginning of 2023 that where we experienced new claims. All three reported WC claims below are minor injuries.

- New WC claim opened: 4
- Total WC claims opened: 53
- WC claims closed: 0

Occupational Health and Safety

The Risk Management Department provides oversight of federal, state, and local safety regulations, programs, and policies. The department collaborates with all OHA departments to provide loss prevention resources such as training, ergonomic assessments, and site safety inspections.

- Number of ergonomic assessments conducted: 1
- Number of safety site inspections conducted: 6

Should there be anything the Board is interested in, please do not hesitate to ask.



Oakland Housing Authority

SUBJECT: ED Community Events and Activities

DATE: July 24, 2023

Type: Informational

2023-453

Attachments:

[ED Community Reports](#)



Board Retreat





NAHRO SUMMER SYMPOSIUM

NAHRO
building communities together

2023 SUMMER SYMPOSIUM

NAHRO at 90: COLLABORATE

July 14-15
GRAND HYATT WASHINGTON HOTEL
WASHINGTON, DC

The banner features a central illustration of diverse people of various ages and abilities (including one person in a wheelchair) working together to assemble large, colorful puzzle pieces. The background shows a stylized city skyline with a prominent white dome building.



Lake Merritt Breakfast Club





OHAPD | AllAMPSPM BIKE TRIP

The Oakland Housing Authority Police Department organized a remarkable bike trip for a group of enthusiastic kids as part of the summer youth program. Heading to San Leandro Marina, the event was a fun-filled day of biking, games, and bonding.

Officer Cortez and PSA Robinson played a pivotal role in creating an unforgettable experience for all. Amidst the laughter and excitement, it became apparent that one child had never ridden a bike without training wheels before. Officer Cortez and PSA Robinson took the time and effort to teach the child how to ride independently, which was a great accomplishment!

The day unfolded with the children joyfully riding bikes, engaging in friendly games of cornhole, and simply enjoying each other's company.

I would like to thank all the dedicated staff who participated in making the bike trip a success, and I look forward to more events in the future!

Submitted by: Manuel De Ochoa





OHAPD | AllAMPsPM Oakland Coliseum

The Oakland Housing Authority Police Department organized a memorable summer youth event, taking a group of eager kids to watch a baseball game between the Oakland A's and the New York Yankees.

The young fans were greeted with a delightful surprise – a jersey giveaway! The sheer joy that lit up their faces as they received their very own jerseys was a sight to behold.

Despite the final score of 10-4 in favor of the visiting Yankees, the outcome hardly dampened the spirits of our young baseball enthusiasts. They eagerly followed every pitch, swing, and catch.

Thank you to all the staff who helped in organizing this remarkable event!

Submitted by: Manuel De Ochoa



Join us for the monthly

Bulky Block Party!

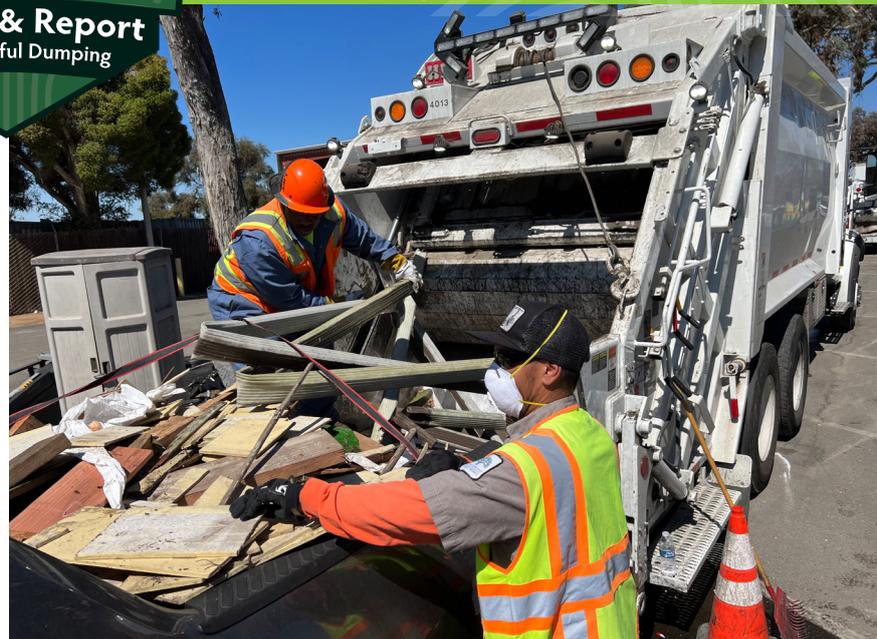


Want to drop-off your bulky trash for free?

Join us one Saturday of every month to dispose of your large unwanted items for free!

This event is for Oakland residents only. Please bring proof of residency, such as a utility bill. Businesses will be redirected and NO hazardous materials will be accepted.

Check our website for information about eligibility and alternative bulky disposal options.



7101 Edgewater Dr.



9:00 am - 1:00 pm



<https://bit.ly/BulkyBlockParty>

2023 Bulky Block Party Dates*

- Sat. April 29th
- Sat. May 20th
- Sat. June 24th
- Sat. July 29th
- Sat. August 26th
- Sat. September 30th
- Sat. October 28th

*Check our website for November and December dates.



CITY OF OAKLAND

PUBLIC WORKS





Inter-Office Memorandum

To: Patricia Wells, Executive Director
Michelle Hasan, Chief Housing Operations Officer

From: Mark Schiferl, Director Property Management

Date: July 11, 2023

Subject: 2023 National Night Out Events

National Night Out (NNO) started in 1984 as a crime prevention program that emphasizes building a partnership between the police and the community with funding from the Bureau of Justice Assistance (BJA), U.S. Department of Justice. The annual organization of this event is overseen by the National Association of Town Watch as a time for neighbors to get together to host an outdoor event to build neighborhood spirit and unity to against crime.

Many OHA departments are involved in the planning of the event: Office of Property Operations, Family and Community Partnerships, the Oakland Housing Authority Police Department and Asset Management.

The Authority supports owned or managed communities NNO events involvement by providing:

- Food, refreshments, and supplies at all of the participating sites
- Gifts and school supplies to children at participating sites
- Visits from OHAPD and Officer McGruff the Crime Dog
- Information and community resources

To date, we have scheduled events at two (2) Owned/ Managed properties, twenty-two (22) Oakland Affordable Housing Preservation Initiatives Properties and ten (10) Asset managed properties. Properties have signed up on the city of Oakland's website and staff will provide the final list of properties that are hosting events by the end of the month.



POLICE • COMMUNITY PARTNERSHIPS

**WHEN NEIGHBORS KNOW EACH OTHER,
NEIGHBORHOODS ARE SAFER**

IT'S TIME TO ORGANIZE YOUR BLOCK PARTY!

Organize a block party, barbeque, ice cream social, or other outdoor event that brings neighbors together.

**TUESDAY, AUGUST 1, 2023
6:00 – 8:00 P.M.**

Register by Friday, July 21st to receive a Host packet.

**FOR MORE INFORMATION OR TO REGISTER
OAKLANDCA.GOV/NNO
510-238-6200**



**CITY OF
OAKLAND**
NEIGHBORHOOD SERVICES DIVISION



Oakland Housing Authority

SUBJECT: NAHRO Summer Symposium

DATE: July 24, 2023

Type: Informational

2023-443

Attachments:

[NAHRO Summer Symposium - Commissioner](#)

