



REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

June 30, 2021

TO: Chairperson Kent Boes
Vice-Chairperson Randy Fletcher
Commissioner Tony Kurlan
Commissioner Dan Miller
Commissioner Sue Hoek
Commissioner Denise Conrado
Commissioner Jeramy Chapdelaine
Commissioner Bob Woten
Commissioner Suzanne Gallaty
Commissioner Shon Harris
Commissioner Nicholas Micheli
Commissioner Doug Lofton
Commissioner John Loudon
Commissioner Manny Cardoza
Legal Counsel Brant Bordsen


Sutter County Board of Supervisors
Nevada County Board of Supervisors
Yuba County Board of Supervisors
Colusa County Board of Supervisors
City Council, Live Oak
City Council, Yuba City
City Council, Colusa
Duane Oliveira, General Counsel Emeritus
Appeal-Democrat
PEU Local #1
Judy Sanchez, City of Yuba City
The Union

NOTICE OF REGULAR MEETING

July 7, 2021

You are hereby notified that the Commissioners of the Regional Housing Authority are called to meet in Regular Session at **12:00 PM on Wednesday, July 7, 2021.**

**This meeting will be held via ZOOM. The link <https://zoom.us/j/99471566389>;
Meeting ID: 994 7156 6389; Passcode: 676199; Call in number 1-669-900-6833.**



Gustavo Becerra
Executive Director

AGENDA
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY

ZOOM MEETING

<https://zoom.us/j/99471566389>

Meeting ID: 994 7156 6389

Passcode: 676199

Call in number 1-669-900-6833

July 7, 2021, 12:00 PM

- A. CALL TO ORDER: ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda. Persons who wish to address the Board during public comment or with respect to an item that is on the agenda, will be limited to three (3) minutes.
- D. AWARDS AND PRESENTATIONS: NONE
- E. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.
 - 1. Approval of Minutes – June 16, 2021 pg. 1
 - 2. Resolution 21-1709 – Approval of the Admissions and Continued Occupancy Policy pg. 4
- F. OLD BUSINESS: Discussion/Possible Action: NONE
- G. NEW BUSINESS: Discussion/Possible Action:
 - 3. Approval of Memorandum of Understanding with Colusa County Continuum of Care for the New HUD Allocation of Emergency Housing Vouchers pg. 8

Gustavo Becerra, Executive Director

4. Approval of Memorandum of Understanding with Housing Resource Council of the Sierras (HRCS) Continuum of Care for the New HUD Allocation of Emergency Housing Vouchers pg. 13
Gustavo Becerra, Executive Director

5. Resolution 21-1710 – Approval of Amendment to the 2019-2021 Fiscal Year Operation and Maintenance Contract Between the State of California Department of Housing and Community Development and the Regional Housing Authority pg. 18
Marco Cruz, Chief Financial Officer

H. ADMINISTRATIVE REPORT:

6. Administrative Update
Gustavo Becerra, Executive Director

I. HOUSING COMMISSIONERS' COMMENTS:

- J. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.

7. CLOSED SESSION: Pursuant to Section 54956.8 of the California Government Code
Conference with Real Property Negotiators
Property: 1717 Highway 20, Colusa, CA 95932
Agency Negotiator: Gustavo Becerra and Beckie Flores
Negotiation Parties: West Butte Realty, Mark Morris
Under negotiation: Possible Acquisition of Property (includes instructions to negotiator regarding price and terms of payment)

K. NEXT MEETING: July 21, 2021

L. ADJORNMENT:

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
June 16, 2021

ITEM NO. A - CALL TO ORDER:

Chairperson Kent Boes called the meeting to order.

ITEM NO. A - ROLL CALL:

Chairperson Kent Boes, Commissioners Jeremy Chapdelaine, Tony Kurlan, Nicholas Micheli, John Loudon, Denise Conrado, Suzanne Gallaty, Bob Woten, Manny Cardoza were present. Vice-Chairperson Randy Fletcher, Commissioners Dan Miller, Shon Harris, Doug Lofton, and Sue Hoek were absent. Legal Counsel Brant Bordsen also was present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Chairperson Boes led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. E. – EXECUTIVE SESSION: NONE

ITEM NO. F.1. THROUGH F.6. - CONSENT CALENDAR:

Commissioner Cardoza made a motion to approve the Consent Calendar as submitted.
Commissioner Woten made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeremy Chapdelaine,
Bob Woten, Tony Kurlan, Nicholas Micheli, Denise Conrado,
John Loudon, Manny Cardoza, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug
Lofton, Dan Miller, Sue Hoek, and Shon Harris

ITEM NO. G.- OLD BUSINESS: NONE

ITEM NO. H.3- APPROVAL OF MEMORANDUM OF UNDERSTANDING BETWEEN THE COUNTY OF COLUSA DEPARTMENT OF HEALTH AND HUMAN SERVICES AND REGIONAL HOUSING AUTHORITY:

Planning and Community Development Manager Beckie Flores explained this Memorandum of Understanding (MOU) will allow staff to develop affordable housing in Colusa County. She shared a site has not been identified yet. Ms. Flores mentioned there is \$500,000 in No Place Like Home Funding that is available. She said the County approved the MOU and staff would like to move forward with the development of a project in Colusa County.

Ms. Flores mentioned the County has \$1.2 million to commit to pre-development costs. She said this money would allow staff to look for sites and pay a deposit. Ms. Flores explained the project would have some Permanent Supportive Housing and would be designated for low-income families.

Ms. Flores stated the State would like some updated language regarding the No Place Like Home funds will comply with the funding requirements.

Commissioner Cardoza made a motion to approve the Memorandum of Understanding between the County of Colusa Department of Health and Human Services and Regional Housing Authority with non-substantive changes as approved by Legal Counsel. Commissioner Woten made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Commissioners Jeramy Chapdelaine, Bob Woten, Tony Kurlan, Nicholas Micheli, Denise Conrado, John Loudon, Manny Cardoza, and Suzanne Gallaty

Nays: None

Abstain: None

Absent: Vice-Chairperson Randy Fletcher, Commissioners Doug Lofton, Dan Miller, Sue Hoek, and Shon Harris

ITEM NO. I.4. – ADMINISTRATIVE UPDATE:

Mr. Becerra stated the next step for the Colusa County opportunity is to find a site and have control of that site by October. He shared there are not a lot of sites available that meet the requirements so staff will need to pay a premium for what is available. Mr. Becerra said this item will be brought back under Closed Session so the Board can give authorization to negotiate a price. He said the project will be approximately 35-45 units and would like to obtain an acre to two acres.

Mr. Becerra thanked the Commissioners for attending the New Haven Court Apartments ribbon cutting.

Legal Counsel Brant Bordsen informed the Board the Brown Act waiver will expire on September 30, 2021. He explained meetings may be held via Zoom until the end of September

at which time full compliance with the Brown Act will need to resume.

ITEM NO. J - HOUSING COMMISSIONERS' COMMENTS:

Commissioner Micheli said great job on the New Haven Court Apartments ribbon cutting.

Commissioner Kurlan said the ribbon cutting was very impressive.

Commissioner Woten said it is great to be part of this organization and the Board. He gave his compliments to staff.

Commissioner Cardoza said staff did a wonderful job on the ribbon cutting. He also mentioned the Summer Stroll will take place on Saturday, June 19, 2021.

Commissioner Chapdelaine thanked staff for the great work.

Commissioner Conrado said it gives a sense of pride hearing the tenant's testimony.

Chairperson Kent said seeing projects getting done is very emotional and he is excited for the upcoming projects planned for Colusa County.

ITEM NO. K – NEXT MEETING: July 7, 2021

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 11:27 AM.

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: July 7, 2021
To: Board of Commissioners
From: Pattra Runge, Occupancy Manager

SUBJECT: Admissions and Continued Occupancy POLICY (ACOP) for the HUD Low-Income Public Housing Program
RECOMMENDATION: Approve updated Admissions and Continued Occupancy Policy
FISCAL IMPACT: \$0

Background

The Regional Housing Authority (RHA) receives its funding from the United States Department of Housing and Urban Development (HUD) for the administration of the Low-Income Public Housing (LIPH) Program, which was created by the U.S. Housing Act of 1937.

HUD requires RHA to have an Admissions and Continued Occupancy Policy (ACOP) for LIPH and to update it annually. The purpose of the ACOP is to establish policies for carrying out the program in a manner consistent with HUD regulations and local goals and objectives contained in RHA's Agency Plan. The ACOP is a supporting document to the Public Housing Authority (PHA) Annual Plan and is available for public review as required by CFR 24 Part 903.

RHA is responsible for complying with all changes in HUD regulations pertaining to LIPH. If such changes conflict with this plan, HUD regulations will have precedence and RHA shall amend its ACOP accordingly.

HUD regulations contain a list of what must be included in the ACOP. The PHA ACOP must cover RHA policies on these subjects:

- Policies and Objectives
- Admissions and Continued Occupancy Policies
- Fair Housing
- Improving access to services for persons with Limited English Proficiency (LEP)
- Definition of family and household members
- Basic eligibility criteria
- Denial of Admission
- Applications, waiting list and tenant selection

- Occupancy standards and unit offers
- Income and rent determinations
- Verification
- Leasing and inspections
- Leasing
- Inspections
- Reexamination
- Pets
- Community service
- Transfer policy
- Lease terminations
- Grievances and appeals
- Program integrity
- Program administration
- Violence Against Women Act (VAWA)

The ACOP is organized to provide information to participants areas of operation.

RHA will revise this ACOP as needed to comply with changes in HUD regulations and RHA policy. The original plan and any changes must be approved by the Board of Commissioners of the RHA.

The ACOP in its entirety can be found on our website at <http://www.regionalha.org/about-us/pha-plans>.

The following changes were made to the 2021 ACOP:

Chapter 4

Section 4-II.C. – Updated RHA Policy for Reopening the Waiting List to include:

RHA shall not open its waitlist solely for households who live within RHA’s jurisdiction area, or any portion thereof.

Section 4-III.B. – Update Preferences (removed local preference).

- 1 point Applicants who work in Sutter, Nevada, Colusa or Yuba County.
To qualify for the working preference you must be a family with at least one (1) adult who is employed and has been employed for six (6) months; this definition includes families where at least one (1) adult was employed and is currently receiving unemployment benefits. This preference is automatically extended to elderly families or a family whose head or spouse meets the federal definition of a person with a disability.
- 1 point Member of the household is a service person or a veteran
- 1 point Victim of Domestic Violence within the previous 6 months
- 1 point Homeless (as verified by a professional or social service agency)

Section 4-III.B. – Updated Order of Selection to include:

RHA shall process applicants who applied on or before December 21, 2018 first, and when that pool of applicants has been exhausted, RHA shall process applicants who applied during the period January 1, 2019 and September 17, 2020. Applicants who applied after September 17, 2020 shall be processed after the groups above have been exhausted. Applicants within each group identified above, shall be placed accordingly as listed below.

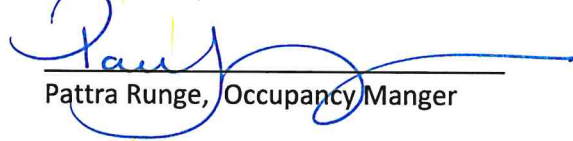
Chapter 9

Section 9-III.C. – Updated Required Reporting to:

Families are required to report all changes in earned and unearned income, including but not limited to new employment, loss of employment, changes in benefits, receiving unemployment within 10 business days of the date the change takes effect. If you are unsure if you should report, contact RHA to allow them to make the determination.

The RHA will conduct interim reexaminations for all families reporting a change in income.

Submitted by:


Pattra Runge, Occupancy Manger

Approved by:


Gustavo Becerra, Executive Director



REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

RESOLUTION 21-1709

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY ADMISSIONS AND CONTINUED OCCUPANCY POLICY

WHEREAS, the Regional Housing Authority (RHA) manages 173 Public Housing Units; and

WHEREAS, federal regulations require RHA to review and update the Admissions and Continued Occupancy Policy for the Public Housing Program when needed; and

WHEREAS, the proposed 2021 edition of the Admissions and Continued Occupancy Policy was posted for public review and notice was posted to actively seek public comment, and 0 individuals attended and provided comments;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Housing Authority that:

1. The Board finds that RHA needs to adopt an updated Admissions and Continued Occupancy Policy this year.
2. A copy of the Admissions and Continued Occupancy Policy is posted online at <http://www.regionalha.org/about-us/pha-plans>
3. The Admissions and Continued Occupancy Policy is hereby adopted for use by RHA and is effective August 01, 2021.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on July 07, 2021 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

(SEAL)

ATTEST: _____

Kent Boes, Chairperson

**MEMORANDUM OF UNDERSTANDING
BETWEEN
Regional Housing Authority and the Colusa County Local Continuum of Care**

1. Parties. This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the Regional Housing Authority (RHA), whose address is 1455 Butte House Road, Yuba City, CA 95993 and the Colusa County Department of Health and Human Services, sitting as the Colusa County Local Continuum of Care (CoC), whose address is 251 E. Webster Street, Colusa, CA 95932.
2. Purpose. The purpose of this MOU is to define goals and expectations for the relationship between RHA and CoC as it pertains to RHA’s Emergency Housing Vouchers (EHV) funded by the US Department of Housing & Urban Development (HUD). This MOU will provide a framework for services, effective collaboration and timely communication among RHA, CoC and voucher recipients.
3. Term of MOU. This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect unless sooner terminated by either party. This MOU may be terminated, without cause, by either party upon 90 days written notice to the other; upon mutual consent of all parties; upon good cause of any party if other party fail to comply with the terms of the MOU. Notice shall be delivered by hand or by certified mail to the address listed above.
4. Introduction and Goals.
 - a. RHA and CoC are committed to administering the EHV’s in accordance with all program requirements as set forth in HUD Notice PIH 2021-15 (HA).
 - b. The following staff have been identified as the lead EHV liaisons:
RHA: Alisha Parker, Occupancy Manager – Section 8 Department
CoC: Donna Dennis, Program Manager II
5. Responsibilities of RHA. The RHA will administer the voucher program locally, provide applicant housing assistance, establish local preferences for selecting applicants for its voucher program, assist applicant through housing assistance process. RHA will annually re-examine the applicant’s income and composition and inspect each housing unit to ensure it meets minimum housing quality standards. RHA will have full discretion to enter into or not enter into an arrangement with a potential client.
6. Eligible Populations for EHV Assistance
 - a. Homeless individuals and families;
 - b. Individuals and families at risk of homelessness;
 - c. Individuals and families fleeing, or attempting to flee, domestic violence, dating violence, sexual assault, stalking or human trafficking;
 - d. Recently homeless individuals and families for whom providing rental assistance will prevent homelessness or having high risk of housing instability.
7. Services to be provided to eligible EHV families

- a. Partnering service providers will support individuals and families in completing applications and obtaining necessary supporting documentation to support referrals and applications for assistance; while aiding households in addressing barriers;
- b. Partnering service providers will support RHA in ensuring appointment notifications to eligible individuals and families and will assist eligible households in getting to meetings with the RHA;
- c. RHA will establish windows of time for EHV applicants to complete intake interviews for EHV;
- d. Partnering service providers will provide housing search assistance;
- e. Partnering service providers will provide counseling on compliance with rental lease requirements;
- f. Partnering service providers will assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits;
- g. Partnering service providers will assess and refer individuals and families to benefits and supportive services, where applicable.

8. RHA Roles and Responsibilities

- a. Coordinate and consult with the CoC in developing the services and assistance to offered under the EHV services fee;
- b. Accept direct referrals for eligible individuals and families through the CoC Coordinated Entry System;
- c. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner;
- d. Designate a staff member to serve as the lead EHV liaison;
- e. Comply with the provisions of this MOU.

9. CoC Roles and Responsibilities

- a. Designate and maintain a lead EHV liaison to communicate with the RHA;
- b. Refer eligible individuals and families to the RHA using the community's coordinated entry system;
- c. Support eligible individuals and households in completing and applying for supportive documentation to accompany admission application to the RHA;
- d. Attend EHV participant briefings when needed;
- e. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition;
- f. Identify and provide supportive services to EHV families;
- g. Comply with the provision of this MOU.
- h. Comply with all State and Federal Fair Housing laws and requirements.

10. Program Evaluation. The RHA and CoC agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation protocols established by HUD or HUD—approved contractor, including possible random assignment procedures.

11. General Provisions

- a. **Severability:** The invalidity or unenforceability of any particular provision of this Memorandum of Understanding shall not affect the provisions hereof, and the Memorandum of Understanding shall be construed in all respects as if such invalid or enforceable provision were omitted.
- b. **Amendments:** This Memorandum of Understanding may be amended only in writing signed by applicable parties. The parties agree to make a good faith effort to agree on any amendments as may be necessary to achieve the goals and commitments set forth herein.
- c. **Notices:** All notices provided herein shall be in writing and served upon the parties at the current mailing address or email address for each party.
- d. **Non-exclusive:** All parties agree that this Memorandum of Understanding is non-exclusive in that each party shall have the right to provide services to other entities and receive services from other entities independent of the coordinated assessment process.
- e. **Indemnification and Hold Harmless:** Each party will be responsible for its own acts or omissions and any and all claims, liabilities, injuries, suits, and demands and expenses of all kinds which may result or arise out of any alleged malfeasance or neglect caused or alleged to be caused by that party, its employees, or representatives in the performance of omission of any act or responsibility of that party under this Agreement. In the event that a claim is made against multiple parties, it is the intent of all parties to cooperate in the defense of said claim and to encourage the insurers to do likewise.
- f. **Confidentiality:** All parties hereto agree to comply with any and all applicable laws and regulations concerning the confidentiality of client records, files or communications in addition to the terms of this agreement. All parties agree to secure privacy, confidentiality and integrity of customer, employee and administrative data on automated systems and install antivirus protection and a firewall.

12. HUD Regulations: All parties agree that the basis and existence of the EHV Program is contingent on RHA receiving the award of funds from HUD, and that the HUD EHV Program regulations govern above all agreements made in this MOU.

13. Notices. All notices to be provided under this MOU shall be in writing and serviced by first-class mail, and shall be deemed received by the Parties below on the fifth (5th) day following the date of mailing, or the earlier date of personal service, as the case may be.

Colusa County Local Continuum of Care
Attn: DHHS Director
251 E. Webster Street
Colusa, CA 95932

Regional Housing Authority
Attn: Executive Director

1455 Butte House Road
Yuba City, CA 95993

14. Attachment: HUD referral form and checklist.

The effective date of this MOU is the date of the signature last affixed to this page.

In witness whereof, the parties to this MOU through their duly authorized representatives have executed this MOU on the days and dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this MOU as set forth herein.

REGIONAL HOUSING AUTHORITY

Gustavo Becerra, Executive Director

Date

COLUSA COUNTY LOCAL CONTINUUM OF CARE

Elizabeth Kelly, Chair

Date

**Memorandum of Understanding
For the HUD Emergency Housing Voucher Program**

This Memorandum of Understanding (MOU) has been created and entered into on July 7, 2021, between the Regional Housing Authority (RHA), located at 1455 Butte House Road, Yuba City, CA 95993; and the Homeless Resource Council of the Sierras (HRCS CA-531), located at _____.

I. Introduction and Goals

- a. RHA and HRCS CA-531 commit to administering the EHV's in accordance with all program requirements.
- b. RHA and HRCS CA-531 share two primary goals:
 - 1. utilization of all allocated Nevada County vouchers measured as lease up of all EHV vouchers.
 - 2. utilization of a collaborative process between the partners to ensure access to vouchers across service providers and utilization of the coordinated entry system to select voucher recipients.
- c. Lead staff for RHA and HRCS CA 531 selected as EHV liaisons are as follows:

[Alisha Parker – Section 8 Department Manager]

[Name and title of HRCS CA-531 staff position]

II. Term of MOU. This MOU is effective upon the day and date last signed and executed by the duly authorized representatives of the parties to this MOU and shall remain in full force and effect unless sooner terminated by either party. This MOU may be terminated, without cause, by either party upon 90 days written notice to the other; upon mutual consent of all parties; upon good cause of any party if other party fail to comply with the terms of the MOU. Notice shall be delivered by hand or by certified mail to the address listed above.

III. Target population for EHV assistance to be referred by HRCS CA-531.

The target population for referral for EHV vouchers is defined as: households experiencing homelessness who are on the coordinated entry by name list and engaged in services by one or more providers in the HRCS CA-531's geographic area and have received at least one service as indicted in the Homeless Management Information System within the last 90 days. Priority will be based on:

- High Vulnerability as indicted by the HRCS CA-531 Coordinated Entry vulnerability assessment tool.

- Households with children under the age of 18
- Chronically homeless households as defined by the HUD definition of chronically homeless
- Current Permanent Supportive Housing residents who are willing and able to transition from a Permanent Supportive Housing Voucher to a EHV voucher
- Veterans

IV. Services to be provided to eligible EHV households

1. HRCS CA-531 service providers will support individuals and families in completing applications and obtaining necessary supporting documentation to support referrals and applications for assistance; while aiding households in addressing barriers.
2. HRCS CA-531 service providers will support RHA in ensuring appointment notifications to eligible individuals and families and will assist eligible households in getting to meetings with the RHA.
3. RHAs will establish windows of time for EHV applicants to complete intake interviews for EHV.
4. HRCS CA-531 service providers will coordinate to provide housing search assistance for eligible individuals and families.
5. HRCS CA-531 service providers will provide counseling on compliance with rental lease requirements.
6. HRCS CA-531 service providers will assess individuals and families who may require referrals for assistance on security deposits, utility hook-up fees, and utility deposits and will refer these households to appropriate agencies to ensure rapid access to funding.
7. HRCS CA-531 service providers will assess and refer individuals and families to benefits and supportive services, where applicable.

V. RHA Roles and Responsibilities

1. Coordinate and consult with the HRCS CA-531 in developing the services and assistance to be offered under the EHV services fee.
2. Accept direct referrals for eligible individuals and families through the HRCS CA-531 Coordinated Entry System.
3. Commit a sufficient number of staff and necessary resources to ensure that the application, certification, and voucher issuance processes are completed in a timely manner.

4. Commit a sufficient number of staff and resources to ensure that inspections of units are completed in a timely manner.
5. Designate a staff to serve as the lead EHV liaison.
6. Comply with the provisions of this MOU.

VI. HRCS CA-531 Roles and Responsibilities

1. Designate and maintain a lead EHV liaison to communicate with the RHA.
2. Refer eligible individuals and families to RHA using the community's coordinated entry system.
3. Support eligible individuals and households in completing and applying for supportive documentation to accompany admissions application to the RHA (i.e. self-certifications, birth certificate, social security card, etc.).
4. Attend EHV participant briefings when needed.
5. Assess all households referred for EHV for mainstream benefits and supportive services available to support eligible individuals and families through their transition.
6. Identify and provide supportive services to EHV families. (While EHV participants are not required to participate in services, HRCS CA 531 should assure that services are available and accessible.)
7. Comply with the provisions of this MOU.
8. Comply with all State and Federal Fair Housing Laws and requirements.

VII. Third Party Entity Roles and Responsibilities

1. Connecting Point as the administrator of the CA-531 Coordinated Entry System will ensure rapid referral of selected EHV candidates to RHA in accordance with the adopted HRCS CA-531 policies and procedures manual and contracted obligations and deliverables as the administrator.
2. HRCS CA-531 service providers agree to participate in weekly coordinated case conferencing meetings designed to build collaborative service plans for selected EHV clients to include review of the By name list, identification of eligible EHV candidates off of the by name list based on eligible criteria identified in this MOU, complete homeless verification forms, provide linkage to primary services and housing navigation and coordination of post-housing case management service plans.
3. Service providers at the case conferencing service meetings will include at a minimum:

- Domestic Violence services
 - Veterans Services
 - Behavioral Health organizations
 - Youth and family services providers
 - Disability advocates program and agencies
 - Homeless Outreach and Engagement programs
 - Shelter programs
4. HRCS CA-531 service providers will be responsible for creating case plans for all EHV candidate that includes planning for initial engagement and primary services linkage and supportive services plans that are capable of providing post-housing support for a minimum of two years for all EHV recipients.
5. HRCS CA-531 service providers will comply with all provisions of this MOU.

VII. Program Evaluation

The RHA, and HRCS CA-531 and/or designated HRCS CA-531 recipients and service providers agree to cooperate with HUD, provide requested data to HUD or HUD-approved contractor delegated the responsibility of program evaluation protocols established by HUD or HUD-approved contractor, including possible random assignment procedures.

VIII. Notices. All notices to be provided under this MOU shall be in writing and serviced by first-class mail and shall be deemed received by the Parties below on the fifth (5th) day following the date of mailing, or the earlier date of personal service, as the case may be.

Homeless Resource Council of the Sierras
 Attn: _____

_____, CA 95_____

Regional Housing Authority
 Attn: Executive Director
 1455 Butte House Road
 Yuba City, CA 95993

Signed by

Executive Director, RHA

Date

HRCS CA-531 Executive Director

Date



REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

1455 Butte House Road • Yuba City, CA 95993

Phone: (530) 671-0220 • Toll Free: (888) 671-0220 • TTY: (866) 735-2929 • Fax: (530) 673-0775

www.RegionalHA.org

RESOLUTION NO. 21-1710

RESOLUTION APPROVING AN AMENDMENT TO THE 2019-2021 FISCAL YEAR OPERATION AND MAINTENANCE CONTRACT BETWEEN THE STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT AND THE REGIONAL HOUSING AUTHORITY

CONTRACT # 19-OMS-12692 - AMENDMENT 1

WHEREAS, the California Department of Housing and Community Development and the Regional Housing Authority have approved and executed an Operation and Maintenance Contract, also known as a Standard Agreement (“Standard Agreement”), for the 2019-2021 Fiscal Year in the amount of \$702,638.00.

WHEREAS, the California Department of Housing and Community Development and the Regional Housing Authority have mutually agreed to increase the contract amount of the Standard Agreement for the purpose of operating the Yuba City Migrant Center.

WHEREAS, the Regional Housing Authority, acting through its Board of Commissioners, herein forth affirms its desires to approve this amendment to the Operation and Maintenance Contract for the 2019-2021 operation of the Yuba City Migrant Center.

NOW, THEREFORE, BE IT RESOLVED, the Board of Commissioners of the Regional Housing Authority, hereby approves the Operation and Maintenance Contract #19-OMS-12692 Amendment 1 in the revised amount **not to exceed \$803,263.00** and authorizes the Executive Director to execute said amendment to said contract, on behalf of the Regional Housing Authority.

PASSED AND ADOPTED this day of July 7, 2021, by the following votes:

AYES: Commissioners:

NOES: Commissioners:

ABSTAINED: Commissioners:

ABSENT: Commissioners:

Kent Boes, Chairperson
Board of Commissioners