

Summary of RAB MEETINGS and PUBLIC HEARING

The Fall River Housing Authority (FRHA), pursuant to Federal Guidelines, appointed the City-wide legal representation of the developments--the Fall River Joint Tenants Council, Inc. (JTC)--as the Resident Advisory Board (RAB).

The members of the RAB are as follows:

William H. King, Public Housing
Bette Ann Lavoie, Public Housing
Muriel Berryman, Public Housing
Donald Keyser, Public Housing
John English, Public Housing
Rosemary Cutler, Public Housing
Joseph Souza, Public Housing
Maitz Perez, Public Housing
Adeline Adams, Public Housing
Charles Turcotte, Public Housing
Robert Tetrault, Public Housing
Irene Echard, Public Housing
Jack Cooper, Mass. Union of Public Housing Tenants
Margarita Morales, Mass. Union of Public Housing Tenants
Susan Hayes, Section 8, Tenant Based
Le'Shawn Long, Section 8, Tenant Based
Lisa Copeland, Section 8, Tenant Based

The RAB also had the following unofficial member/observer that represented our state aided developments insofar as issues such as lease and grievance procedures also will affect them.

Adeline Adams and Maitz Perez, State Aided Public Housing, Unofficial Members/Observers.

Five official meetings and one unofficial (luncheon) meeting were held and the Five Year and Annual Plans were presented to the RAB and discussed at length.

RAB Meeting #1 October 7, 2009

Please be advised that the first meeting of the RAB was held on Wednesday, October 7, 2009 at 1:00 p.m. regarding the Authority's upcoming submission of the Agency Plan for 2010.

Fourteen (14) participants were in attendance at this meeting, and items discussed were as follows:

Mr. McDonald introduced himself and requested each participant to do the same. One new participant, Joseph Cabral from Oak Village has joined the Resident Advisory Board, and we look forward to having him in attendance at our RAB meetings.

Mr. McDonald distributed a copy of the Public Housing Agency Plan Desk Guide, prepared by the Department of Housing & Urban Development (HUD) (the funding source of our federal programs) to Mr. Cabral, and anyone else who requested same, and gave a general description of the Guide.

The Desk Guide is a helpful tool and participants were urged to read it in order to gain a better understanding of the Agency Plan submission process.

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 requires public housing authorities to do an annual plan of its operational policies and the spending of its modernization funds.

Over the course of these meetings, we will have a number of discussions regarding the policies and how the modernization funds will be allocated.

The topics that were discussed at this meeting are as follows:

SECTION 8 PAYMENT STANDARDS --The revised Section 8 Payment Standards, effective January 1, 2010, were distributed and discussed. Mr. McDonald, along with Deborah Saba, Coordinator of the Section 8 Program, explained how the Authority determines the new payment standards, in accordance with the revised Fair Market Rents (FMRs) that the Department of Housing & Urban Development (HUD) issued.

RENT POLICIES --The revised Fall River Housing Authority Rent Policies, effective April 1, 2010, were distributed and discussed. The only change to the Rent Policies is the revised Flat Rents. Mr. McDonald explained that the Authority is required to adjust the Flat Rents on an annual basis, and increase them according to the rental market. In an effort to continue to provide affordable housing to our residents of the Federal developments, the Flat Rents were increased only slightly (approximately \$10 per month), but enough that HUD is satisfied.

PROPOSED FEDERALIZATION OF STATE-AIDED DEVELOPMENTS --

Mr. McDonald explained that the Fall River Housing Authority is in the process of submitting an application to HUD to change a number of our State-aided developments (Francis J. Barresi Heights, Edward F. Doolan Apartments, Chor-Bishop Joseph Eid Apartments, Bates/Tower Apartments, 705-2 units and possibly Pleasant View) to Federal developments, which would allow the FRHA to use Capital Fund Program (CFP) monies from HUD to update these sites. If the FRHA is successful, these developments will be able to have some very much-needed repairs done, which will make them more attractive to the current residents and prospective residents. It will be a win-win situation for everyone. The RAB members will be kept apprised of the outcome.

In addition, a Public Hearing regarding this has been scheduled for WEDNESDAY, NOVEMBER 4, 2009 at 3:00 P.M., AT THE O'BRIEN APARTMENTS COMMUNITY HALL, immediately following the regular RAB meeting of November 4, 2009 at 1:00 p.m.

RAB Meeting #2 October 21, 2009

Please be advised that the **2nd meeting** of the RAB was held on Wednesday, October 21, 2009 regarding the Authority's upcoming submission of the Agency Plan for 2010.

Sixteen (16) participants were in attendance at this meeting.

The items discussed were as follows:

ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP) –The enclosed draft of the proposed changes to the ACOP were distributed and discussed with the RAB members.

In addition, the enclosed form will be utilized by the Tenant Selection Department when landlord verifications of applicants are not available.

SECTION 8 ADMINISTRATIVE PLAN –The enclosed draft of the proposed changes of the Section 8 Administrative Plan were distributed and discussed with the RAB members.

In addition to the four (4) items discussed, Deborah Saba, Coordinator of Housing Assistance, stated that the following item will be added to the Plan.

#5. An inquiry through Dru Sjodin National Sex Offender website will be conducted on all applicants when they approach the top of the waiting list.

Mr. McDonald discussed the Grievance Procedures briefly, and the procedures will be discussed in more detail at the meeting on November 4, 2009, as well as the Pet Policy, which, according to Mr. McDonald, no changes will be made to this Policy, other than updating the expiration date of same.

The next RAB meeting is scheduled for **WEDNESDAY, NOVEMBER 4 2009, 1:00 P.M.. IN ADDITION, THE PUBLIC HEARING REGARDING THE FEDERALIZATION OF THE PREVIOUSLY DISCUSSED STATE DEVELOPMENTS WILL BE HELD ON WEDNESDAY, NOVEMBER 4, 2009 AT 3:00 P.M., IN THE JAMES A.O'BRIEN, SR., APARTMENTS.**

RAB Meeting #3 November 04, 2009

Please be advised that the third meeting of the RAB was held on Wednesday, November 4, 2009 regarding the Authority's upcoming submission of the Agency Plan for 2010.

Thirteen participants were in attendance at this meeting, and items discussed were as follows:

PET POLICY

A copy of the draft Pet Policy was provided for review, and was discussed in detail. The only change to the Policy is the date, March 31, 2011, that the Pet Policy remains in effect.

In addition, the Grievance Procedures were discussed again, and will be discussed further at future meetings.

Mr. McDonald briefed the RAB members regarding the Public Hearing, which took place on November 4, 2009 at 3:00 p.m., in the James A. O'Brien, Sr. Apartments Community Hall.

The Public Hearing was conducted to discuss the application that the FRHA is preparing for the Federalization of State-aided developments (except Maple Gardens), which is due on November 23, 2009 for submission to the Department of Housing & Urban Development.

The next RAB meeting is scheduled for **WEDNESDAY, NOVEMBER 18, 2009, at 1:00 p.m.**

AGENCY PLAN PUBLIC HEARING --The Fall River Housing Authority is required to conduct a Public Hearing each year prior to its submission of the Agency Plan. As in the past, the Public Hearing is scheduled during the first week of January. **The date for this year's Public Hearing is Wednesday, January 6, 2010, 4:00 p.m. in the James A. O'Brien, Sr. Apartments Community Hall. RAB members and the general public are encouraged to attend this Public Hearing.**

RAB Meeting #4 November 18, 2009

Please be advised that the 4th meeting of the RAB was held on Wednesday, November 18, 2009 regarding the Authority's upcoming submission of the Agency Plan for 2010.

Eleven (11) participants were in attendance at this meeting, and items discussed were as follows:

Security Cameras—Donald Keyser, Holmes Apts., asked Mr. McDonald about the security cameras at the Federal sites, particularly Holmes Apts., and who is allowed to view the tapes. Mr. Comer advised that the Management Dept. regularly views the tapes, and he stated that they will continue to do so.

Laundry Rooms—There seems to be a continuing problem with the laundry rooms being left dirty by residents, homemakers, etc., and it might be helpful to post a notice on the laundry room doors that persons utilizing the machines are responsible for keeping the room and the machines in good order.

Grievance Procedures—There was a brief continuation discussion regarding the Grievance Procedures.

The next RAB meeting was scheduled for Wednesday, December 2, 2009, but had to be cancelled at the last minute due to Mr. McDonald's inability to be present at the meeting because of a meeting out of town.

The next RAB meeting is scheduled for WEDNESDAY, DECEMBER 16, 2009, at which time we will discuss the Deconcentration Policy, Maintenance Policy, Lease, etc.

Enclosed is a copy of the Deconcentration Policy for your review.

The agenda items for the next RAB meeting are:

ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP) AND FALL RIVER HOUSING AUTHORITY LEASE. (A copy of the proposed changes to the ACOP is enclosed for your review.) PLEASE BRING THIS INFORMATION WITH YOU.

RAB Meeting #5 December 14, 2009

Please be advised that the fifth (5th) meeting of the RAB was held on Wednesday, December 14, 2009 regarding the Authority's upcoming submission of the Agency Plan for 2010.

Thirteen (13) participants were present at the meeting, and the items discussed were as follows:

Capital Fund Program (CFP)

The main agenda item at this meeting was the Capital Fund Program (CFP) funding plan. Peter Proulx, Director of Facilities Management, and Everett McGarty, Director of Modernization & Development, distributed a CFP draft list of items to the participants and same was discussed in detail. As the Authority continues implementing the asset management

system, the developments have been separated into AMP's--(Sunset Hill--AMP #1; Heritage Heights--

AMP #2; Father Diaferio Village--AMP #3; Turnkeys--AMP #4; Oak Village, O'Brien Apartments and Holmes Apartments--AMP #5; Oliveira Apartments, Mitchell Heights and Cottell Heights--AMP #6 and Cardinal Medeiros Towers--AMP #7).

The items discussed at this meeting were included in the Agency Plan and included as FFY 2010 Original Submission in the Agency Plan Book.

The FRHA staff explained that the CFP funding may change substantially if and when the Federalization of the six state aided developments occurs and our CFP allocation is changed. This could effect the funds approved by AMP and may require a redraft of our CFP at which time we will meet with the RAB regarding these changes.

A question and answer period followed the distribution and discussion of the CFP list.

Federalization

The entire issue of our Federalization of the following units was discussed;

Pleasant View	119
Barresi	149
Doolan	152
Eid	54
Bates Tower	61
Corky Row	24
	559

The RAB was informed of the details of our submission and the current status. As in previous meetings and discussions there was unanimous support for the federalization process.

We explained that once these sites were federalized the rules and regulations of the federal program would apply to these units including but not limited to rent calculations, tenant selection guidelines, leases, Designated Housing Plans, etc.

The Public Hearing will be held on **WEDNESDAY, JANUARY 6, 2010 AT 4:00 P.M. IN THE O'BRIEN APARTMENTS COMMUNITY HALL.** (Coffee and donuts will be served following the Public Hearing) Please note that the Public Hearing is at **4:00 p.m.**

RAB Meeting #6 December 16, 2009

Please be advised that the sixth (6th) meeting of the RAB was held on Tuesday, December 16, 2009 regarding the Authority's upcoming submission of the Agency Plan for 2010.

Eight (8) participants were present at the meeting, and the items discussed were as follows:

PHA PLANS -- A final draft PHA Agency Plan Template was distributed to all in attendance and each change was highlighted in the Plan and discussed at length.

There were a few questions and comments regarding miscellaneous items that were discussed as well.

A light buffet luncheon was held following the meeting.

A reminder that the Public Hearing will be held on **WEDNESDAY, JANUARY 6, 2010 AT 4:00 P.M. IN THE O'BRIEN APARTMENTS COMMUNITY HALL.** (Coffee and donuts will be served following the Public Hearing)

PUBLIC HEARING HELD ON WEDNESDAY, JANUARY 6, 2010

The Public Hearing was conducted on Wednesday, January 6, 2010 at 4:00 p.m. in the James A. O'Brien, Sr. Apartments Community Hall. There were 19 people in attendance, including Executive Director, Thomas J. Collins, Jr.; Commissioner John English and Commissioner Stephen Lopes, as well as Fall River Housing Authority staff involved in the preparation and implementation of the Agency Plan, a number of the RAB members, and a number of residents from O'Brien Apartments.

Daniel McDonald, Deputy Executive Director of Operations & Technology presided and the hearing was conducted in an informal manner. A number of issues were discussed and summarized below, with any comments notated. Copies of the relevant portions of documents were provided to the attendees. The following subjects were discussed, which were also reviewed and agreed to at the RAB meetings.

Mr. McDonald distributed a copy of the Resident Advisory Board meetings summary, which briefly outlined the subjects discussed at each meeting, as follows:

CAPITAL FUND PROGRAM (CFP)—Both One and Five Year Plans were distributed and reviewed by the attendees. Peter Proulx, Director of Facilities Management, explained the Plans and a brief question and answer period followed Mr. Proulx' presentation. Everett McGarty, Director of Modernization, further explained the contents of the CFP contents.

The FRHA staff explained that the CFP funding may change substantially if and when the Federalization of the six state aided developments occurs and our CFP allocation is changed. This could effect the funds approved by AMP and may require a redraft of our CFP at which time we will meet with the RAB regarding these changes.

A question and answer period followed the distribution and discussion of the CFP list.

The entire issue of our **Federalization** of the following units was discussed at previous RAB meetings and reiterated at the Public Hearing. The sites listed below are under consideration for federalization.

Pleasant View	119
Barresi	149
Doolan	152
Eid	54
Bates Tower	61
Corky Row	24
	559

The RAB was informed of the details of our submission and the current status. As in previous meetings and discussions there was unanimous support for the federalization process.

We explained that once these sites were federalized the rules and regulations of the federal program would apply to these units including but not limited to rent calculations, tenant selection guidelines, leases, Designated Housing Plans, etc.

RENT POLICIES—Mr. McDonald explained the current rent policy that was agreed to in 2009, and discussed the revised Flat Rents. FRHA residents in Federal developments have the option of paying their rent on a percentage or flat rent basis. The Flat rent system was introduced to enable higher-income residents to remain in public housing, without having to pay exorbitant rents. Our rents continue to be significantly lower than rents in private housing, and the Authority only raises the flat rents a minimal amount each year to satisfy HUD requirements. The revised Flat rents become effective April 1, 2010.

SECTION 8 ADMINISTRATIVE PLAN—The changes as shown in the summary were presented and discussed.

ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP)—The minor changes were presented and discussed.

DECONCENTRATION POLICY—Mr. McDonald explained the Deconcentration Policy and also explained that the current status whereby we no longer are required to perform actions to achieve deconcentration. We will continue to monitor and make changes as necessary.

AGENCY PLAN TEMPLATE—Copies of the Agency Plan Template were Distributed and the contents were discussed and any questions from attendees were answered.

The result is an Agency Plan that is agreed to by all parties and with no unresolved issues. The Plan reflects a workable document and is the sum of the Fall River Housing Authority, RAB and public desires.

Following a brief question and answer period and light refreshments, the meeting adjourned at 5:50 p.m.

The following changes were made to our Sec Admin Plan

1 –

B. USE OF EIV DEBT OWED & TERMINATION REPORTS

For admissions and terminations the Fall River Housing Authority will use the Debt Owed & Termination Report thru the Enterprise Verification System (EIV). For admissions the family may not be admitted until the debt is paid in full to the other HA. For terminations the Fall River Housing Authority will follow our termination policy. We will provide the family with a copy of the report.

2 –

DENIAL OR TERMINATION OF ASSISTANCE

INTRODUCTION

The HA may deny or terminate assistance for a family because of the family's action or failure to act. The HA will provide families with a written description of the Family Obligations under the program, the grounds under which the HA can deny or terminate assistance, and the HA's informal hearing procedures. This Chapter describes when the HA is required to deny or terminate assistance, and the HA's policies for the denial of a new commitment of assistance and the grounds for termination of assistance under an outstanding HAP contract. Any termination of assistance may be grieved by the family and a hearing before the Fall River Housing Authority Grievance will be held. The decision of the Grievance Panel may be appealed to Fall River Housing Authority Board of Commissioners by either party. This will be considered the final administrative remedy.

Grievances pertaining to fraud or failure to honor repayment agreements will end with the decision by the hearing officer at the Informal hearing. The Grievance Panel will be informed of these cases and our determination that they represent Fraud or failure to honor repayment agreements and as such are not subject to Grievance Hearings.

3 –

C. MANDATORY SOCIAL SECURITY NUMBERS [24 CFR 750.10 (a-f)]

Families are required to provide verification of Social Security Numbers for all family members age 6 and older prior to admission, if they have been issued a number by the Social Security Administration. This requirement also applies to persons joining the family after admission to the program. HUD's

Refinement of Income and Rent Rule will be used to enforce this section.

4 -

Zero Income Status

Families claiming to have no income will be required to execute verification forms to determine that forms of income such as unemployment benefits, AFDC, SSI, etc. are not being received by the household.

The HA will request information from the State Employment Development Department.

The HA may check records of other departments in the jurisdiction that have information about income sources of customers.

The HA may conduct interviews at the homes of participants who claim they have zero income and they may be asked to complete a “Zero Income Checklist”.

5 -

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If any member of the household is subject to a lifetime registration requirement under a State sex offender registration program, the household will be subject to termination of

assistance without a Grievance Hearing. The Panel will be informed of these cases and our determination that they are not subject to Grievance Hearings. The Grievance Panel will be informed of these cases and our determination that they represent Fraud or failure to honor repayment agreements and as such are not subject to Grievance Hearings.

The following changes were made to our ACOP

1 -

8.2 Eligibility Criteria

A. Family status.

Applicant(s) must submit reasonable documentation to verify family status and relationship.

2-

8.3 Suitability

C.

7. **An Ability to Comply With Lease form when the FRHA does not receive sufficient references.**

10. **A check with the Dru Sjodin National Sex Offender Public Website (NSOPW), coordinated by the U.S. Department of Justice.**

3 -

8.5 Informal Review

A. If the Fall River Housing Authority determines that an applicant does not meet the criteria for receiving public housing assistance, the Fall River Housing Authority will promptly provide the applicant with written notice of the determination. The notice must contain a brief statement of the reason(s) for the decision and state that the applicant may request an informal review of the decision within **20** business days of the denial. The Fall River Housing Authority will describe how to obtain the informal review. **Failure to request an appeal within 20 business will result in the applicants removal from the waiting list.**

10.1 Preferences

Notwithstanding the above, families who are elderly, disabled, **near elderly**, or displaced will be offered housing before other single persons. Single persons will not be

selected until they are the only ones on the list, with the exception of a single working PERSON who is an FRHA over-housed tenant and is left as head of household.

The following changes were made to our Grievance Procedure

ADDENDUM 1

TO GRIEVANCE PROCEDURE

B) Termination of Assistance under the Sec 8 Housing Choice Voucher Program. This procedure shall govern the termination of assistance for a participant under the Section 8 – Housing Choice Voucher Program. The FRHA Section 8 Administrative Plan details the Policies and Procedures of the Section 8 Program as well as the applicable procedures for termination of assistance.

Grievances pertaining to fraud or failure to honor repayment agreements will end with the decision by the hearing officer at the Informal hearing. The Grievance Panel will be informed of these cases and our determination that they represent Fraud or failure to honor repayment agreements and as such are not subject to Grievance Hearings.

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ATTENDANCE SHEET

PUBLIC HEARING
2010 AGENCY PLAN SUBMISSION
1/6/2010
4:00 P.M.

19

Don Keyser	Holmes Apt 2
HENRY TEXEIRA	Father Deiveiro
LOUISE PINGLET	OLIVEIRA APT C
John B. English	O'Brien Apt. Commissioner
GILBERT DOARTE	O'BRIEN APT 506
Raymond Ladine	O'Brien apt. 610
Mary E. Dapilha	O'Brien apt 511
Peter Prouty	FRHA
Scott McCarty	FRHA
Thomas J. Collins, Jr	FRHA
Joseph Dabala	FRHA
Louise Rize	FR apt 906 (O'Brien)
Michael Ryan	
William H. J. Jr	FRHA
Stephen Lopez	Commissioner FRHA
Attorney Michael J. J. J.	FRHA
Martha Gallagher	FRHA
Walter J. J.	O'Brien Apt Apt
Josephine Bruchard	O'Brien Apt