



TACOMA HOUSING AUTHORITY

BOARD OF COMMISSIONERS MEETING MINUTES STUDY SESSION FRIDAY, JANUARY 14, 2022

The Commissioners of the Housing Authority of the City of Tacoma met in Study Session via Zoom at 12:00 PM on Friday, January 14, 2022.

1. CALL TO ORDER

Chair Rumbaugh called the meeting of the Board of Commissioners of the Housing Authority of the City of Tacoma (THA) to order at 12:04 PM.

2. ROLL CALL

Upon roll call, those present and absent were as follows:

	PRESENT	ABSENT
Commissioners		
Chair Stanley Rumbaugh (Arrived late at 12:05 pm)		
Vice Chair Shennetta Smith		
Commissioner Derek Young		
		Commissioner Dr. Minh-Anh Hodge
Commissioner Pastor Michael Purter		
Staff		
April Black, Executive Director		
Sha Peterson, Executive Administrator		
		Julie LaRocque, Interim Deputy Executive Director
Richard Deitz, Interim Finance Director		
		Barbara Tanbara, Interim Human Resources Director
Marquis Jenkins, Interim Property Management Director		
Roberta Schur, Interim Real Estate Development Director		
Sandy Burgess, Administrative Services Director		
Aley Thompson, Interim Rental Assistance Director		
Cacey Hanauer, Client Support and Empowerment Director		
Katie Escudero, Interim Policy, Innovation and Evaluation Director		

Chair Rumbaugh declared there was a quorum present @ 12:05 pm and proceeded.

3. HOP Report

Policy, Innovation and Evaluation Project Manager Jess Thompson provided highlights of the subsidy analysis and Housing and Opportunity Program. Next steps will be to go out for public comments and provide recommendations to the Board. This has been a complicated topic according to Jess, and some recommendations have financial impact on the agency and Tacoma Housing Authority (THA) budgeted for the worst-case scenario.

Interim Rental Assistance Director Aley Thompson noted the process on what it takes to get housed. When a person is called off from the waitlist, they either respond or not respond, 50% of which do not respond. If a client finds a unit, they will need to negotiate with a landlord.

THA's two main voucher programs are the Housing Opportunity Program (HOP) and the Housing Choice Voucher (HCV) program.

HOP

- THA pays 50% of the payment standard. The household pays the remaining housing costs.
- Based on 2 people per bedroom for voucher size. Adjusted if household size decreases and does not adjust if household size increases.
- There is no time limit for elderly/disabled household and there is a 5-year limit for work-able households.
- There is no utility allowance.
- The subsidy amount will not change if a household's income changes.

HCV

- The household pays 30% of income on rent, and THA pays the remaining housing costs.
- Voucher size is based on 2 people per bedroom and adjusted if a household size decreases or increases.
- There is no time limit for all households.
- Utility allowance is factored into subsidy.
- When income increases, the subsidy will decrease at the household's next re-certification (every 2-3 years), and the subsidy will increase if there is a loss of income.

Jess provided a few scenarios to compare HOP and HCV and key findings.

Commissioner Comments:

- Chair Rumbaugh does not see how people need deeper subsidy than people who have left. According to Executive Director (ED) Black, HOP saved THA a significant amount of money at the time it was implemented, majority of which is directed into supporting THA staff including Client Support and Empowerment (CSE), landlord liaison and housing search assistance. Staff is not fully expending all funds, is mindful not to dip into reserves, and monitors Housing and Urban

Development (HUD) funding. Chair Rumbaugh responded that THA still has unutilized funds in the Housing Choice Voucher (HCV) program that may or may not be obligated. ED Black noted that THA has plans for how it would prioritize HUD funds if received but is not planning to spend all 2022 HUD voucher funds on the table. THA is budgeting to remain at 100% of utilization without exceeding its income and will revisit assumptions once the final federal funding allocation is decided after February.

- There will be community consult plan to make sure the community can weigh in and fold recommendations into the implementation plan. Vice Chair Smith asked that the community consult include REACH. Chair Rumbaugh added that all technical colleges in Pierce County should also be added.
- Commissioner Purter thanked PIE and ED Black for their research. He understands that staff will be looking into helping current and new clients and he thinks it is a wonderful forecast and outlook.
- Chair Rumbaugh echoed Commissioner Purter's thanks to staff. He is looking forward to the community and partner comments.
- Vice Chair Smith appreciated the great information and breakdown of the report. She thinks it is a good idea to take the restraints off vouchers and provide customers fair chance.
- Commissioner Young inquired more about the number of people served and the budget impact. He asked if there were any other reasons that triggered the 80% out of HOP. Interim PIE Director Katie Escudero responded that the data is not reliable, but that Jess did dig into the case files. Exits are due to people moving or porting out from HOP subsidy.
- Commissioner Young expresses his appreciation for the report, which is a very useful reference for him.

10. ADJOURNMENT

There being no further business to conduct, the meeting ended at 12:49 pm.

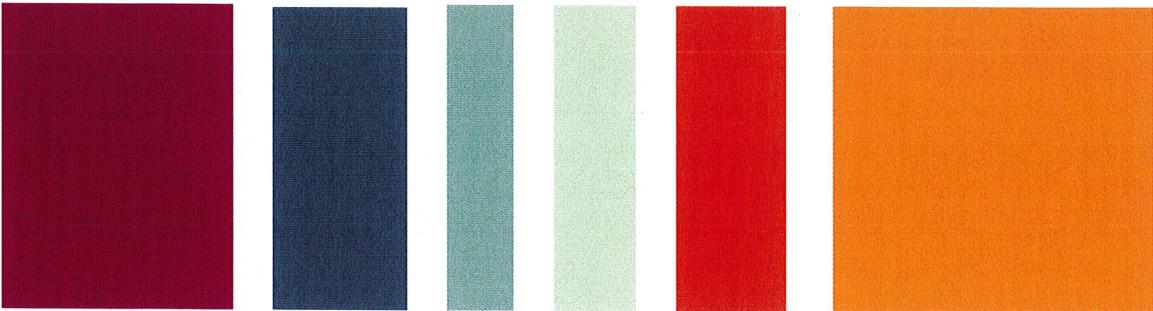
APPROVED AS CORRECT

Adopted: February 23, 2022

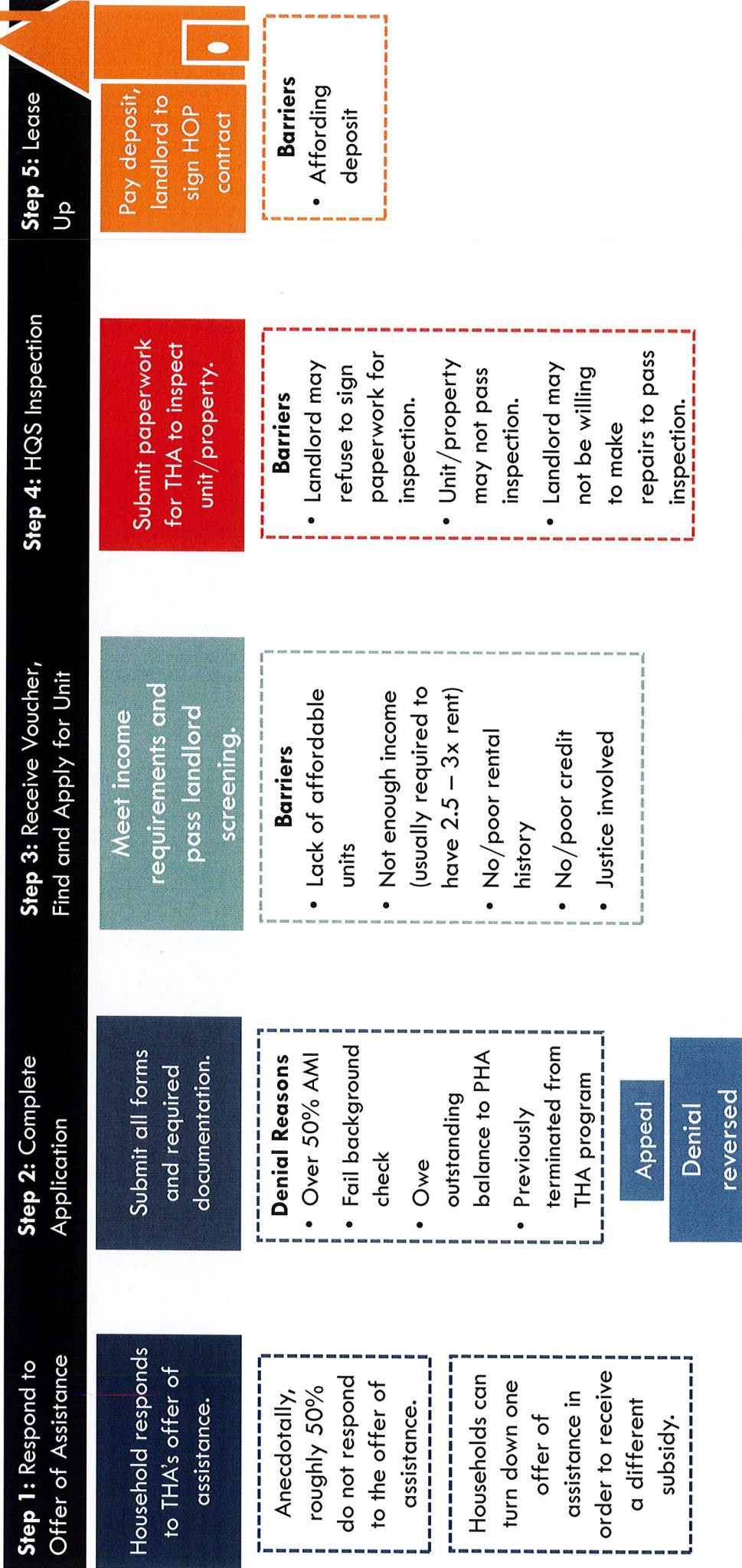


Stanley Rumbaugh, Chair

HOP Report, Recommendations, & Community Consult Plan



From Offer of Assistance to Housed



Housing Opportunity Program

Fixed Subsidy

THA pays 50% of the payment standard.
The household pays the **remaining housing costs**.

Voucher Size

Based on 2 people per bedroom.
Adjusted if household size **decreases**.
Does not adjust if household size increases.

Time Limit

No time limit for **elderly/disabled** households.
5-year limit for **workable** households.

Utility Allowance

None.

Changes in Income

The subsidy amount **will not change** if a household's income changes.

Housing Choice Voucher

Income-based Assistance

The household pays ~30% **of income** on rent.
THA pays the remaining housing costs.

Voucher Size

Based on 2 people per bedroom.
Adjusted if a household size **decreases OR increases**.

Time Limit

No time limit for **all** households.

Utility Allowance

Factored into subsidy.

Changes in Income

When income increases, the subsidy will decrease at the household's next re-certification (every 2-3 years).

The subsidy **will increase** if there is a loss of income.

Affording Rent

Even if they income qualify, the household needs to afford the rent. Typically, landlords require that a tenant's income is 2.5-3x their portion of the rent.

The following examples demonstrate the difference in tenant rent payments if the households were on HOP versus HCV.

Scenario A:

Unemployed couple with an infant.

The family qualifies for a 2-bedroom payment standard.

Scenario B:

Single elderly individual on fixed \$791/mo SSI payment.

They qualify for a 1-bedroom payment standard.

Scenario C:

Single parent with three children, working 25 hrs/week for \$15. The family qualifies for a 2-bedroom payment standard.

1. Annual Household Income

\$0

\$19,500

2. Voucher Size

2

2

3. Payment Standard/Contract Rent

\$1,484

\$1,484

Subsidy Program

4. Rent based on 30% of income

\$75

\$487

5. Rent based on 50% of payment standard

\$742

\$742

6. Portion of monthly income spent on rent

>100%

30%

30%

Summary of Findings

- **Lease Up:** HCV households are more likely to secure housing than HOP households.
 - Extremely low-income households are least likely to secure housing with a HOP voucher.
- **Program Exits:** HCV households are less likely to exit for negative reasons.
 - HCV 3x more likely to exit due to self-sufficiency.
- **Rent Burden:**
 - Current Rent Burden: HOP households are twice as likely to have a severe rent burden on assistance.
 - Market Rent Burden: HCV households face a lower rate of severe market rent burden at exit.
- **Income:** HCV households are more likely to experience an increase in income.
 - A sample of work-able households that entered and exited at roughly the same time showed a 200% increase for HCV and 30% for HOP.

Recommendations & Anticipated Impacts

- 1. Convert to income-based subsidy**
 - Improved lease up success for extremely low-income households
 - Will benefit 2/3 of clients across nearly all demographic categories
- 2. Eliminate time limits**
 - Increased lease up success
 - Fewer people exiting under negative circumstances
 - Reduce the number returning to the waitlist/homelessness system
- 3. Halt application of HOP to new populations**
 - Increased overall success for clients in special programs
 - Improved outcomes for BIPOC households in special programs
- 4. Maintain aspects of HOP that benefit clients and support administrative efficiencies**

CHAP & CHOP Recommendations

- Convert voucher to income-based subsidy
- Maintain the 5-year time limit
- CHAP: Remove non-housing related program requirements
- CHOP: Consult with DCYF to determine if any program modifications can improve outcomes

Community Consult Plan

- Issue a notice of intended program changes.
- 30-day comment period for the intent to:
 - Identify any areas of oversight or concern that we need to address prior to implementation.
 - Solicit community input regarding whether we should continue to try and improve CHAP by moving forward with the recommendations, or pivot and explore other ways to serve homeless students.
- Once approved, begin robust community education and re-briefing process.

Stakeholders

- Current clients
- Landlords
- Coordinated Entry
- Continuum of Care
- The Black Collective
- Tacoma Urban League
- Service provider partners (DCYF, TCC)
- NW Justice Project
- Tacoma/Pierce County Coalition to End Homelessness
 - City Council
 - Tacoma Community
 - THA Employees