



HOUSING COMMISSION AGENDA
Regular Meeting: January 13, 2021
Time: 8:00 a.m.

COVID-19 UPDATE: Based on guidance provided by the Centers for Disease Control Prevention, Alameda County Public Health officials and Governor Newsom’s Executive Orders, HACA’s office building is temporarily closed to the public until further notice and the **Housing Commission will conduct this meeting via Zoom and via phone.** Here are some options for attending this virtual meeting:

Watch via the Zoom Video Conference platform:		
Members of the public may listen, view, and/or participate in this meeting using Zoom. You may have to download the Zoom app, however, using Zoom and downloading the Zoom app is free. You can access the Zoom meeting through one of the following ways:		
Click on this link: https://us02web.zoom.us/j/88460095724	OR Use your computer or laptop and go to: https://zoom.us/join Type in/enter Meeting ID: <u>884 6009 5724</u>	OR Use your mobile device, e.g. a cell phone, iPad and/or tablet, down the Zoom app to your device. In the app tap on “Join Meeting” then type in/enter Meeting ID: <u>884 6009 5724</u>

To participate by phone:
Dial: 1-888-788-0099 then when prompted, enter Meeting ID: <u>884 6009 5724</u>

PUBLIC COMMENT

If you wish to comment on a matter NOT on the agenda please email your comment(s) to melissat@haca.net, preferably by 5:00 p.m., on Tuesday, January 12, 2021. Your comment(s) will be shared during the meeting when the Chairperson calls for Public Comment. If you are attending the meeting on Zoom or by phone please wait for the Chairperson to ask for comments from the public then upon recognition by the Chairperson, state your name, comments and/or questions. To allow the opportunity for all to speak, a time limit of 3 minutes has been set for public speakers wishing to address the Housing Commission. The Chairperson has the discretion to further limit this time if warranted by the number of speakers. Anyone wishing to address the Housing Commission on an agenda item or on business introduced by the Housing Commission may do so when the Chairperson calls for comments on the agenda item. **NOTE: Only matters within the Housing Commission’s jurisdiction may be addressed.** Thank you for your understanding and flexibility during the COVID-19 public health emergency. If you have any questions, please contact (510)727-8511 or melissat@haca.net.



HOUSING COMMISSION AGENDA
Regular Meeting: January 13, 2021
Time: 8:00 a.m.

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MINUTES
November 18, 2020



**HOUSING COMMISSION
SUMMARY ACTION MINUTES
Special Meeting: Wednesday, November 18, 2020**

This meeting was conducted via the Zoom video conference platform and by phone.

1. CALL TO ORDER/ROLL CALL

Call to Order

Chairperson Hannon called the meeting to order at 8:00 a.m.

Roll

Present:

Cmrs. Ballew, Gacoscos, Gerry, Hannon, Kumagai, Lamnin, McQuaid, Olson, Patz and Shao.

Entered after Roll Call:

Comr. Finley.

2. ACTION: APPROVE THE MINUTES OF THE OCTOBER 14, 2020 MEETING

Recommendation: Approve the minutes of the October 14, 2020 meeting as presented.

Motion/Second: Gacoscos/McQuaid.

Upon a roll call vote being taken the votes were:

Ayes: Cmrs. Ballew, Gacoscos, Gerry, Hannon, Kumagai, Lamnin, McQuaid, Patz and Shao.

Abstain: Comr. Olson

Entered after Roll Call: Comr. Finley.

Motion passed. **APPROVED AS RECOMMENDED.**

3. PUBLIC COMMENT: *On items not on the agenda.*

None.

4. NEW BUSINESS

4-1. RESOLUTION NO. 22-20: APPROVING AMENDMENTS TO HACA'S PERSONNEL RULES

Kurt Wiest, Executive Director, introduced this item. Mr. Wiest stated that staff continues to work on the ongoing project to rewrite HACA's Personnel Rules in order to bring them up to date and better organize the rules in a more logical manner.

Charla Freckmann, Human Resources Manager, presented the staff report. Ms. Freckmann reported that staff is proposing to revise Articles 14, 17, 18 and 19 of HACA's Personnel Rules and indicated that staff had presented the proposed revisions to the Personnel Committee at their meeting held on October 14, 2020. She provided an overview of each of the articles and described the proposed changes to the various sections. Ms. Freckmann read the following revisions for the record and stated that these revisions needed to be included in the final version of the Personnel Rules:

Add the following to the end of the sentence in Section 18.2.B.:

If the office is closed because of HACA's regularly scheduled every other Friday closure and the holiday falls on a Friday HACA is closed, employees will receive one additional floating holiday. Employee floating holiday balances will be credited in the next pay period.

Add the following to the end of the sentence in Section 18.3.B.:

However, employees hired on or after April 1 will receive a pro-rated amount of floating holiday hours on a quarterly basis.

Add the following to Section 19.:

19.7.A. The vacation sell back rules for management employees are contained in Section 3.4 of these rules.

19.7.B. The vacation sell back rules for represented employees are contained in Section 10.L. of the Memorandum of Understanding between HACA and SEIU Local 1021.

19.7.C. Non-management employees not part of HACA's collective bargaining unit shall follow the same rules for vacation sell back as represented employees.

Recommendation: Adopt Resolution No. 22-20 approving amendments to HACA's Personnel Rules.

Commission Discussion: Cmr. Lamnin and Cmr. McQuaid noted that the attachment was not included in their digital copy. The attachments were screen shared and

Chairperson Hannon asked that in the future staff ensure that the complete attachments are provided in all formats of the agenda packet. Cmr. McQuaid and Ms. Freckmann discussed HACA's list of holidays, the potential for changing the second Monday in October from Columbus Day to Indigenous Peoples' Day and the process for making that change to the list of holidays. Cmr. Ballew and Ms. Freckmann discussed the Friday after Thanksgiving. Cmr. Ballew asked that staff consider offering employees the option of using any floating holidays that they might earn for this Friday after Thanksgiving for another day off during the week of Thanksgiving. Chairperson Hannon noted that there is a typo in the chart included in Section 19.1. Ms. Freckmann stated for the record that a correction to change the word "Yeats" to "Years," wherever the typo appears on the chart, will be made. Chairperson Hannon, Cmr. Lamnin and Ms. Freckmann exchanged some ideas on establishing a practice for how the Memorandum of Understanding (MOU) between HACA and SEIU Local 1021 should be referenced in the Personnel Rules. Chairperson Hannon indicated that he'd like staff to include the date of the MOU that a rule may be referring to. Cmr. Lamnin suggested that staff use the term "current MOU" whenever the MOU is referenced in a rule so that an update to the Personnel Rules is not required each time the dates of the MOU changed. Chairperson Hannon agreed and Ms. Freckmann stated that she would make this revision.

Motion/Second: Ballew/McQuaid.

Upon a roll call vote being taken the votes were:

Ayes: Cmr. Ballew, Finley, Gacoscos, Gerry, Hannon, Kumagai, Lamnin, McQuaid, Olson, Patz and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

4-2. INFORMATION: QUARTERLY INVESTMENT PORTFOLIO REPORT FOR THE QUARTER ENDED SEPTEMBER 30, 2020

Mansoorali Hudda, Finance Director, presented the staff report.

Commission Discussion: Cmr. Olson and Mr. Hudda discussed the Preserving Alameda County Housing, Inc. (PACH) investments and the feasibility of moving the PACH funds into investments with a higher yield. Mr. Hudda explained that staff is currently exploring various investment options and strategies that are allowable for the PACH funds.

4-3. INFORMATON: BUDGET STATUS REPORT

Mansoorali Hudda presented the staff report. Report received.

Commission Discussion: Cmr. Lamnin and Mr. Hudda discussed the HUD funding projections.

4-4. INFORMATION: PROGRAM ACTIVITY REPORT

Daniel Taylor, Special Programs Manager, presented the staff report. Mr. Taylor invited the Commissioners to the Family Self-Sufficiency (FSS) Program's annual *It's Your Time to Shine* event scheduled for Thursday, November 19. Mr. Taylor announced that the event will be virtual through the Zoom video conference platform. He described some of the awards and achievements that staff will be honoring at this event. Mr. Taylor also announced that the FSS program is collecting donations for the annual gift giving event that is held each year for the FSS families. Mr. Wiest provided some details on the data regarding HACA's Section 8 Housing Choice Voucher program lease-up and landlord rental listing reports.

Commission Discussion: Mr. Taylor and the Commission discussed the types of donations that are needed and how these donations could be submitted and/or delivered to the FSS program.

5. COMMISSIONER REPORTS

None.

6. COMMITTEE REPORTS

None.

7. COMMUNICATIONS

Mr. Wiest reported that HACA has been invited to apply for 70 additional Veterans Affairs Supportive Housing (VASH) vouchers.

Mr. Wiest updated the Commission on HACA's operations in relation to the COVID-19 pandemic. He reported that HACA's building remains closed to the public and described the protocols that are in place to protect staff who work in the office. Mr. Wiest stated that staff remains focused on providing HACA's clients with essential services during the temporary closure.

Commission Discussion: Cmr. Kumagai asked about the process for the VASH vouchers. Mr. Wiest and Mr. Taylor provided an overview of HACA's partnership with Veterans Affairs and described how the referral and voucher application process works.

Chairperson Hannon and Mr. Wiest discussed the December commission meeting. Mr. Wiest indicated that unless an urgent need arises to hold a meeting in December, he plans to cancel the December meeting.

Mr. Hudda reported that staff is planning to share a presentation on the Alameda County Employees Retirement Association (ACERA) at the Commission's January 13 regular meeting.

8. ADJOURNMENT

There being no further business to discuss Chairperson Hannon adjourned the meeting at 9:07 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant/Housing Commission Clerk

Kurt Wiest
Executive Director/Housing Commission Secretary

Approved:

Michael Hannon
Housing Commission Chairperson

EXECUTIVE DIRECTOR'S REPORT

January 13, 2021

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

EXECUTIVE DIRECTOR'S REPORT

Meeting Date: January 13, 2021

1. **Executive Director Communications:** I'm revising the Housing Commission agenda by adding a brief written summary under the title of "Executive Director's Report" which will be near the beginning of this and future Commission meetings. I've found this feature to be helpful in keeping Housing Commissioners, staff, and the general public apprised of HACA activities not necessarily connected to an Action or Information item on the monthly agenda.
2. **COVID-19 and Impacts of HACA Operations:** HACA's Atherton office in Hayward continues to be closed to the general public. We are strictly observing health standards for staff working in the building, including wearing face masks, social distancing, and regular sanitizing of hard surfaces. Approximately 1/3 of our staff are working remotely. This continues to work well and balances operational needs and keeping staff and the public safe. We are watching carefully the roll-out of COVID-19 vaccines and look forward to our opportunity for the vaccine when it becomes widely available.

We will soon begin testing bringing some limited public access back to the building. We are setting up procedures to have PACH lease signings and orientations occur by appointment in the office. As we evaluate the success of this change, we will explore other limited functions coming back to the building prior to a complete reopening. The latter is currently projected for late Summer or Fall of this year.

3. **Progress on Personnel Policy Revisions:** It had been our intention to bring to the Housing Commission the final chapters of revisions to HACA's Personnel Policy at the January 2021 meeting. Charla Freckmann, HACA's Human Resources Manager, has been leading this important work. Sadly, she lost her father to COVID-19 right before Christmas and had been caring for him in Arizona for the last two months. Our hearts go out to Charla over the loss of her father. We expect to get back on track with revisions at the February meeting.
4. **Upgrades to Audio Visual System in HACA Board Room:** As the COVID-19 pandemic continued to lengthen, we determined an appropriate use of CARES Act funds would be to upgrade our Board Room to better support virtual meetings. This project was completed in December and involved improving the system infrastructure to accommodate multiple cameras and audio inputs. The upgrade gave the agency the flexibility to use any web conferencing application. The additional cameras will improve user experience.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

EXECUTIVE DIRECTOR'S REPORT (CONTINUED)

Meeting Date: January 13, 2021

5. **Holiday Outreach to PACH Residents:** During the difficult holiday season we wanted to make sure we did something for our residents since our ability to see and be with them is limited by COVID-19 restrictions. Dina Munday, our Property Administrator, organized a PACH Giving Tree that voluntarily connected HACA staff with resident children in need. Additionally, each senior resident at Nidus and Dyer were given a \$50 gift card. We normally have a holiday luncheon with these residents utilizing the community rooms at each property. Not being able to do this activity this year has been difficult for both staff and residents. Our property management team has been making phone calls and speaking to many of our senior residents to keep in touch with them.

6. **Safety Upgrades to HACA Parking Lot:** During the months of December and January we focused attention on creating a safer environment for staff using our building parking lot. Exterior fixtures attached to the building and perimeter light poles are being upgraded with higher intensity LED lights. At the same time several trees have been removed, and others trimmed to ensure LED lights would not be obscured by vegetation. Improvements thus far have been significant.

7. **Family Self-Sufficiency Grant Award:** We have received confirmation from HUD that our application for renewal grant funding for FSS case management has been approved in the amount of \$304,157. This grant covers a significant portion of the cost of HACA's three (3) FSS Coordinator positions. The grant covers the period 1/1/2021 to 12/31/2021.

NEW BUSINESS
January 13, 2021

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting Date: January 13, 2021

Subject: Recognize Melissa Taesali as HACA’s Shining Star for
January-June 2021

Exhibits Attached: None

BACKGROUND

In 2006 the Housing Authority created a Communications Committee composed of staff from all departments. The Committee created an “Employee of the Quarter” recognition program to acknowledge exceptional individual contributions of HACA employees.

At the end of 2011 the Communications Committee decided to revamp the program to allow more time for chosen employees to enjoy their recognition. The Committee re-named the award “HACA’s Shining Star” and extended the recognition period to six months, so there will be two Shining Stars per year.

DISCUSSION

The Housing Authority is privileged to have on its staff Melissa Taesali, Executive Assistant. Melissa’s selection was announced at HACA’s All Staff holiday virtual meeting held on December 16. The comments below were submitted by those who nominated Melissa and describe her outstanding work and its impact on HACA’s operations.

There is one person here at the Housing Authority that is a silent force for our agency.

This individual really knows how to keep this office running smoothly. She may try to stay behind the scenes but is a “shining star” at handling endless tasks. She not only manages her own mounting duties but is always there to assist management as well as staff members. She is our reliable source.

This agency has grown leaps and bounds when it comes to technology and this individual is a front runner at getting things done. She is HACA's go to person on so many levels and makes things happen on a daily basis.

She is a bright face/voice of this organization and I couldn't be prouder to work with such an awesome individual. She has her hands in every aspect of our agency. She does all of this while still maintaining a positive attitude and calm demeanor.

She is a true asset to this agency and is beyond deserving of this recognition. The Housing Authority is so fortunate to have this individual on board.

She is a "Certified BA" and I know everyone would agree.

Staff recommends that your Housing Commission recognize Melissa Taesali as "HACA's Shining Star" for January-June 2021.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: January 13, 2021

Subject: Alameda County Employees' Retirement Association (ACERA)


Exhibits Attached: PowerPoint presentation slides

Recommendation: Receive presentation

DISCUSSION

Your Commission requested additional information about HACA's Pension Plan and its' funded status. As requested, the Alameda County Employees' Retirement Association (ACERA) will give a presentation at your January meeting that will provide your Commission with an overview of the administration their retirement program, including the setting of contribution rates and funding of retirement benefits.

This is an information item only; no Commission action is required.



Alameda County Employees'
Retirement Association (ACERA)

**Housing Authority of the County of Alameda –
Meeting with Housing Commission**

January 13, 2021
Andy Yeung, ASA, MAAA, FCA, EA
Eva Yum, FSA, MAAA, EA


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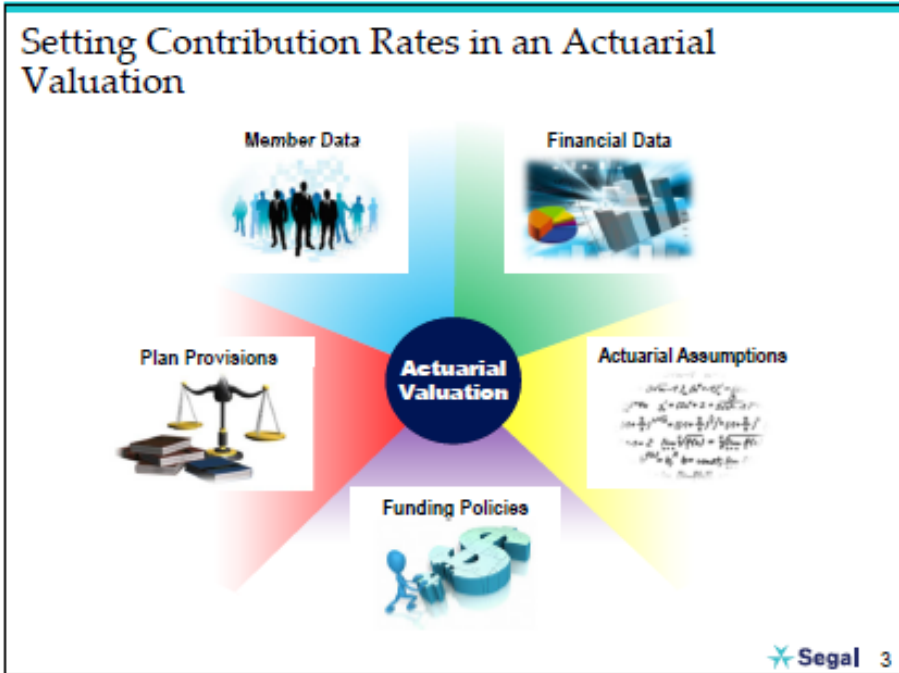
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Overview of Alameda County Employees’ Retirement Association (ACERA)

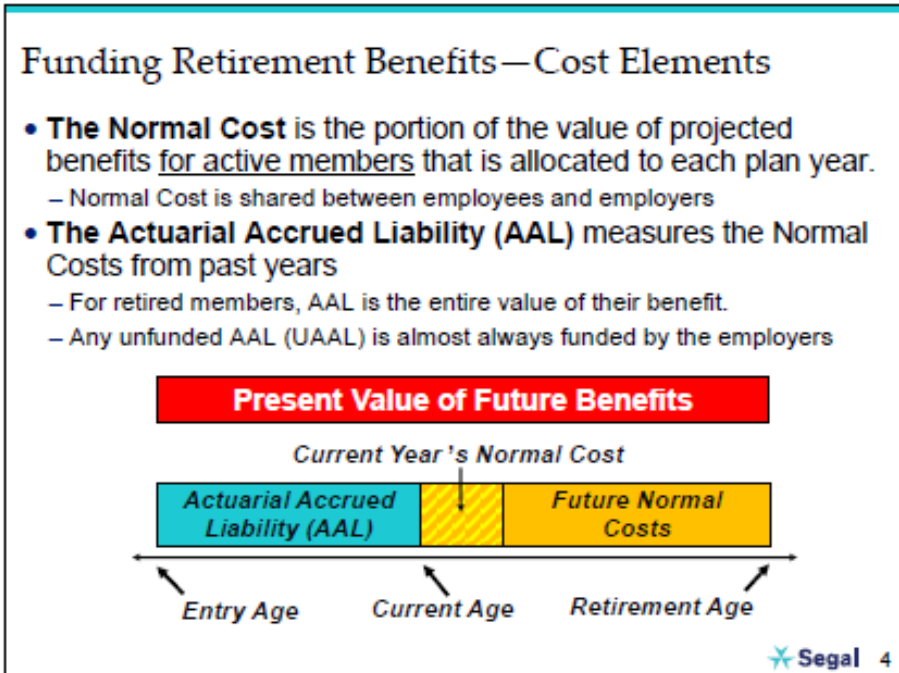
- Administration of retirement program for employees of
 - Alameda County
 - Housing Authority (HA) and 4 other employers
- Set contribution rates and invest assets
- ACERA is a cost-sharing multiple employer plan
 - HA contribution rates set by pooling assets and liabilities with other General employers
 - Minimize rate swing when HA or other small employers have unfavorable (or favorable) actuarial experience
- Unlike CalPERS that is an agent multiple employer plan
 - Pool assets for investment but assets and liabilities are tracked separately by employer

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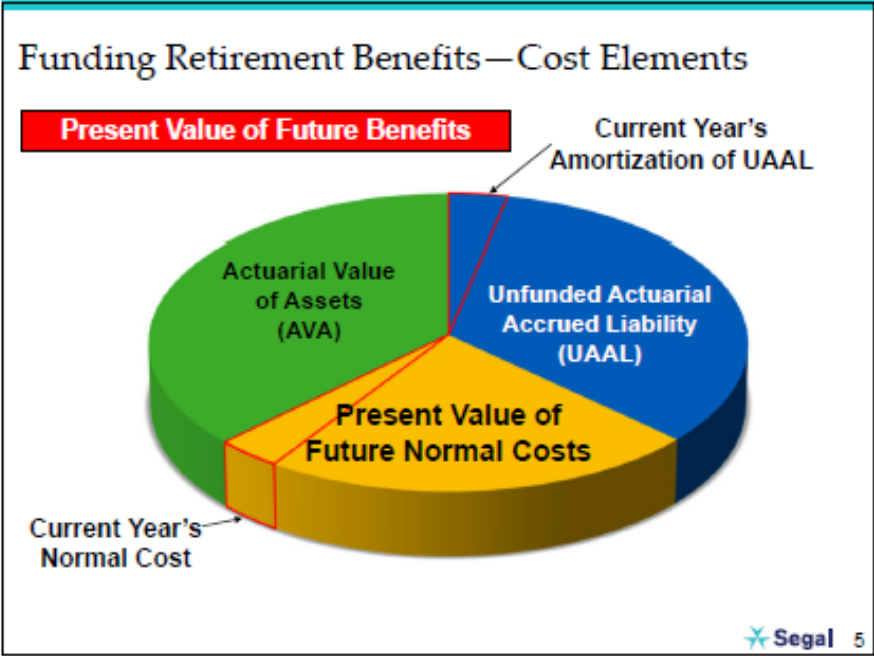
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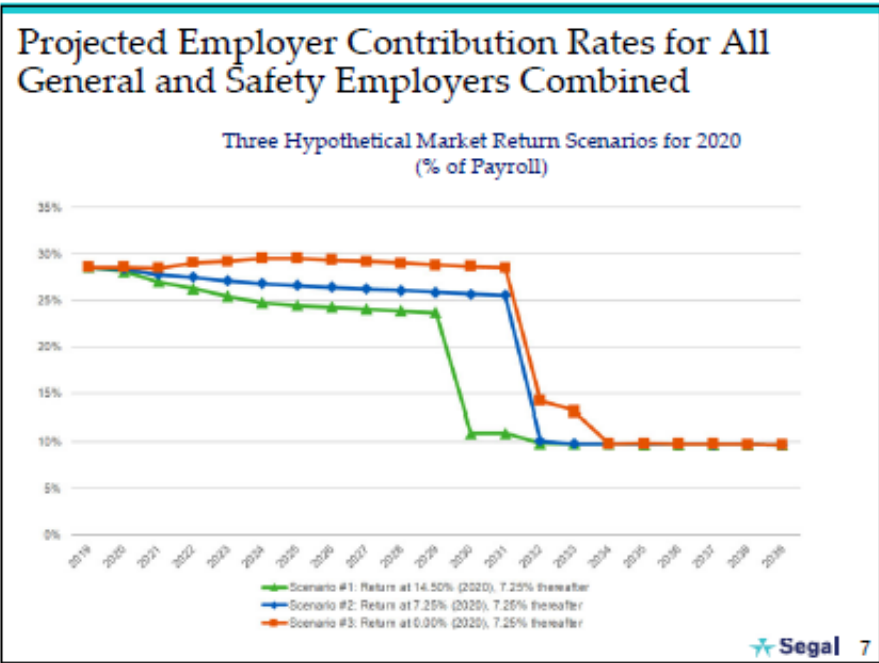
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Valuation Results for All General and Safety Employers Combined (\$ in millions)

	12/31/2019	12/31/2018
Actuarial Accrued Liability (AAL)	\$9,795	\$9,376
Valuation Value of Assets (VVA)	\$7,600	\$7,239
Market Value of Assets (MVA)	\$7,775	\$6,735
Funded Percentage on VVA Basis	77.6%	77.2%
Funded Percentage on MVA basis (i.e., with Recognition of Deferred Losses)	79.4%	71.8%
Unfunded AAL on VVA Basis	\$2,195	\$2,137
Unfunded AAL on MVA Basis	\$2,020	\$2,642

* Segal 6

6



7

Valuation Results for HA Only (\$ in thousands)

	12/31/2019	12/31/2018
Employer Contributions:		
Tier 1 (% of payroll)	28.97%	28.34%
Tier 1 Estimated Annual Contribution*	\$834	\$816
Tier 2 (% of payroll)	27.99%	27.43%
Tier 2 Estimated Annual Contribution*	\$63	\$61
Tier 4 (% of payroll)	27.50%	26.86%
Tier 4 Estimated Annual Contribution*	\$394	\$384
Aggregate Contribution Rate (% of payroll)	28.48%	27.82%
Aggregate Estimated Annual Contribution*	\$1,291	\$1,261


* Based on December 31, 2019 projected annual compensation.

Segal 8

8

Outlook for December 31, 2020 Valuation

- Triennial experience conducted in 4th quarter of 2020 and ACERA Board approved
 - Decrease in investment return assumption from 7.25% to 7.00%
 - Increase in life expectancy assumption for retirees
 - Expected increase in employer rate for HA and other General employers of about 1.9% of payroll or \$90,000 per year for HA
- Discussions among several employers to buy down contribution rates in ongoing valuation
 - Depositing additional contributions towards paying off Unfunded Actuarial Accrued Liability

 9

9

Discussion



 10

10

PROGRAM ACTIVITY REPORT

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: January 13, 2021

Subject: Programs Activity Report

Exhibits Attached: Section 8 Contract and Housing Assistance Payments (HAP) Report; Section 8 Average Contract Rent Report; Landlord Rental Listing Report; FSS Program Monthly Report

Recommendation: Receive Report

SECTION 8 HOUSING CHOICE VOUCHERS (HCV)

- **Lease-Up:** As of January 1, 2021, the Section 8 HCV program had 6,185 units under contract. This number includes HACA vouchers and portability clients for which we are being billed by the receiving housing authority but excludes portability clients for which we are billing the initial housing authority.
- **HCV Program Utilization:** As of January 1, 2021, the average HAP subsidy was \$1,731 and the average tenant-paid rent portion was \$543 for an average Contract Rent of \$2,274. These amounts include HACA vouchers, but do not include incoming and outgoing portability clients.
 - ❖ As of January 1, 2021, HACA had 167 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
 - ❖ As of January 1, 2021, HACA billed other housing authorities for 431 incoming portability contracts.
 - ❖ As of January 1, 2021, 227 of PACH's 230 project-based voucher (PBV) units are leased. Due to COVID-19, we are leasing the two units at Nidus Court that were being held vacant to be used as temporary living units for tenants while we remodel their units at the property. We hope to resume our remodeling project soon.
- **Section 8 Contract Reports:** Copies of the Contract Reports are attached. The Section 8 Contract and HAP Report includes HACA certificates, HACA vouchers and portability clients for which we are billing the initial housing authority. The Section 8 Average Contract Rent Report includes HACA vouchers and portability clients for which we are billing the initial housing authority.
- **HCV Housing Quality Standards (HQS) Abatements:** During the fourth quarter of 2020, HACA did not schedule inspections for the months of October and November due to COVID-19. HACA scheduled 381 annual inspections in December. Of those, 250 (66%) passed inspection

HACA AGENDA ITEM NO.: 5-3.

the day they were inspected, 59 (15%) failed inspection, 67 (18%) were “no Shows” or deferred due to COVID-19 that had to be rescheduled, and 5 (1%) moved out of their unit before the scheduled inspection. HACA abated zero HAP contracts in Q4 2020 for non-compliance with HQS.

- **Landlord Rental Listings:** As of January 5, 2021, there were 92 active properties listed.

	2/3/20	3/2/20	4/1/20	5/4/20	6/2/20	7/6/20	8/3/20	9/1/20	10/1/20	11/4/20	12/1/20	1/4/21
Units	58	64	63	70	79	105	99	109	103	118	100	92

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Contract and HAP Report for the month of December 2020

City	Certificates		Vouchers		DECEMBER 2020 TOTAL		DECEMBER 2019	DECEMBER 2018
	Number	HAP*	Number	HAP**	Number	HAP		
		based on avg \$1,996		based on avg \$1,767				
Albany	0	\$0	12	\$21,204	12	\$21,204	12	16
Castro Valley	4	\$7,984	225	\$397,575	229	\$405,559	216	222
Dublin	3	\$5,988	405	\$715,635	408	\$721,623	397	401
Emeryville	6	\$11,976	152	\$268,584	158	\$280,560	147	149
Fremont	21	\$41,916	1,108	\$1,957,836	1,129	\$1,999,752	1,094	1,055
Hayward	45	\$89,820	1,836	\$3,244,212	1,881	\$3,334,032	1,926	1,954
Newark	6	\$11,976	227	\$401,109	233	\$413,085	230	214
Pleasanton	3	\$5,988	263	\$464,721	266	\$470,709	220	214
San Leandro	12	\$23,952	1,303	\$2,302,401	1,315	\$2,326,353	1,339	1,333
San Lorenzo	3	\$5,988	175	\$309,225	178	\$315,213	186	194
Union City	7	\$13,972	701	\$1,238,667	708	\$1,252,639	696	711
TOTALS	110	219,560	6,407	11,321,169	6,517	11,540,729	6,463	6,463

* Based on an average December Housing Assistance Payment (HAP) of \$1,996 per certificate contract

**Based on an average December Housing Assistance Payment (HAP) of \$1,767 per voucher contract

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Average Contract Rent Report for the Month of December 2020

City	Number of HAP Contracts (HCV Only)	Average Contract Rent	Average HAP Paid by HACA	Average Rent Paid by Family	Average Family-Paid Rent as a Percentage of Average Contract Rent
Albany	12	\$1,749	\$1,298	\$451	26%
Castro Valley	225	\$2,334	\$1,807	\$526	23%
Dublin	405	\$2,241	\$1,770	\$471	21%
Emeryville	152	\$1,887	\$1,400	\$487	26%
Fremont	1,108	\$2,444	\$1,921	\$522	21%
Hayward	1,836	\$2,210	\$1,690	\$519	23%
Newark	227	\$2,603	\$1,950	\$654	25%
Pleasanton	263	\$2,073	\$1,676	\$399	19%
San Leandro	1,303	\$2,223	\$1,704	\$519	23%
San Lorenzo	175	\$2,513	\$1,874	\$639	25%
Union City	701	\$2,458	\$1,866	\$592	24%

*Some rents may vary by \$1 due to rounding

This report includes HACA vouchers and portability clients for which we are billing the initial housing authority.



To: Kurt Wiest, Executive Director
From: Daniel Taylor, Special Programs Manager
Re: **FSS Program Summary**
Cc: Linda Evans, Phyllis Harrison, Mary Sturges, Vannessa Kamerschen
Date: December 2, 2020

Program Summary	November 2020
Total Clients Under Contract:	196
MDRC:	100
Graduates:	0
Escrow Disbursed:	\$0
Ports In:	0
Ports Out:	0
Terminations:	2
New Contracts:	5

FSS PROGRAM NEWS:

It's Your Time to Shine Celebration

On November 19, 2020, the FSS team held the 11th annual *It's Your Time to Shine* event. This year's event was held through Zoom. The evening was hosted by, HACA's Executive Director, Kurt Wiest. The accomplishments of FSS participants and graduates were recognized and the NAHRO "What Home Means to Me" poster contest winners from HACA were acknowledged.

This year, we introduced the Christine Gouig Youth Leadership Award. The award recognizes youth between the ages of 8-18 who demonstrate outstanding achievement(s) in one or more of the following areas: academics, athletics, community service, social activism, and/or the arts. The Youth Leadership Award winner, Jorgina Hernandez and Honorable Mention selection, Naya Chadwick were acknowledged. The third annual Christine Steiner Inspiration Award winner, Andreal Lewis, was acknowledged for her determination and perseverance to overcome challenges, while serving as a role model to others. The Michael Hodges

Creative Writing Award went to Alaa Hussin. Additionally, the newest HACA Section 8 Homeowner was recognized.

HACA Commissioners Pete Ballew, Sara Lamnin, Peggy McQuaid, Christian Patz, and Yang Shao attended. Former HACA Housing Commissioner Christine Steiner, former HACA Executive Director Christine Gouig, and former HACA Finance Director Cathy Leoncio also attended. The celebration was an inspiring and successful event.

2020 Giving Connection

The FSS team is preparing for our annual holiday *Giving Connection* program. Through generous donations from HACA Commissioners, HACA staff and others, we are able to make the holidays a little brighter for our FSS participant families. This year donations will be used to purchase electronic gift cards. Our participant families are always grateful. The *Giving Connection* will run throughout the month of December.

Case Management Referrals = 12
Job Referrals = 67



To: Kurt Wiest, Executive Director
From: Daniel Taylor, Special Programs Manager
Re: **FSS Program Summary**
Cc: Linda Evans, Phyllis Harrison, Mary Sturges, Vanessa Kamerschen
Date: December 2, 2020

Program Summary	December 2020
Total Clients Under Contract:	199
MDRC:	100
Graduates:	0
Escrow Disbursed:	\$0
Ports In:	0
Ports Out:	0
Terminations:	0
New Contracts:	3

FSS PROGRAM NEWS:

FSS 2020 Giving Connection Program

During the holiday season the FSS staff operationalizes the *Giving Connection*, with a goal of providing gifts to our FSS families. This year, friends and supporters of the *Giving Connection* included: HACA's Housing Commissioners, a former HACA Housing Commissioner, HACA staff, former HACA Staff, a landlord, BART Police, the Oakland Methodist Foundation (OMF), the Rotary Club of San Leandro and the Bloo Foundation. One hundred and fourteen (114) FSS families received electronic gift cards. The families were extremely grateful and many of them reached out through e-mail to express their gratitude.

Case Management Referrals = 34
Job Referrals = 76