HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

HOUSING COMMISSION SPECIAL MEETING AGENDA

Special Meeting Date: August 5, 2026

Time: 8:00 a.m.

Location: HACA Board Room, 22941 Atherton Street, Hayward, CA 94541-6633

Remote Participation: https://us02web.zoom.us/j/88460095724

MEETING AGENDA

Item No. 1:	**Call to Order and Roll Call**
Item No. 2:	**Approve the Minutes of the June 10, 2026 Regular Meeting (Action)**
Item No. 3:	**Approve the Minutes of the July 22, 2026 Special Meeting (Action)**
Item No. 4:	**Public Comment** *On matters not on the agenda.*
Item No. 5:	**New Business**
Item No.5-1:	Resolution No. 08-26 Approving the Section Eight Management Assessment Program (SEMAP) Certification and Authorizing Submission to the U.S. Department of Housing and Urban Development (HUD) (Action)
Item No.5-2:	Resolution No. 09-26 Approving Contract for Services to be Provided by Retiree Under Exception to 180-Day Wait Rule (Action)
Item No.5-3:	Resolution No. 10-26 Approving an Amendment to the Operating Budget and Budgeted Positions for the July 1, 2026-June 30, 2027 Fiscal Year (Action)
Item No.5-4:	Authorize Contract Extension for Janitorial Services (Action)
Item No.6:	**Closed Session** *Pursuant to Government Code §54957* *Public Employee Performance Evaluation: Executive Director*
Item No.7:	**Return to Open Session**
Item No.8:	**Communications**
Item No.9:	**Commissioner Reports**
Item No.10:	**Adjournment**

(SEE GUIDELINES FOR PARTICIPATION ON NEXT PAGE)

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GUIDELINES FOR PARTICIPATION

Housing Commission meetings are held in person and open to the public. All reports and supporting material for the meeting are available on the internet at https://www.haca.net/housing-commission/ and in the Office of the Secretary at 22941 Atherton Street. Members of the public may also participate virtually by Zoom. The Housing Commission does not guarantee that the public's Zoom access will be free from interruption or technical difficulties. Should Zoom not be available, the Chairperson may, at his/her discretion, continue the meeting in person if no Housing Commissioner is participating in the meeting through teleconference. If a Housing Commissioner is participating in the meeting through teleconference, and Zoom access is interrupted, then the Housing Commission shall take no further action in open session until Zoom access is restored.

In-person attendees who wish to speak on a matter are invited to request a speaker slip from the Housing Commission Secretary, fill it out, and return it to the Secretary as soon as possible. Remote attendees who wish to address the Commission by Zoom should click on "raise hand" when the item they wish to speak on is called. The Secretary will activate and unmute speakers in turn. Written comments may be submitted at least 24 hours in advance of the meeting to melissat@haca.net. If emailing a written comment on a specific agenda item, please include your full name and the agenda item number. All attendees who wish to comment on a matter NOT on the Housing Commission's agenda must wait until the Chairperson calls the Public Comment item. Comments on specific agenda items will take place when the Chairperson calls for public comments on that agenda item. There is a time limit of three minutes for each public speaker. The Chairperson has the discretion to further limit this time if warranted by the number of public speakers.

Persons requesting accommodation for a disability should contact melissat@haca.net at least 24 hours prior to the meeting.

HOUSING COMMISSION MEETING MINUTES

June 10, 2026

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
HOUSING COMMISSION REGULAR MEETING
SUMMARY ACTION MINUTES

Regular Meeting Date and Time: June 10, 2026, at 8:00 a.m.

Meeting Location: HACA Board Room, 22941 Atherton Street, Hayward, CA 94541

Remote Participation Link: https://us02web.zoom.us/j/88460095724

MEETING AGENDA

Agenda Item No. 1: Call to order and Roll Call

Call to Order:

Chairperson Daniel Goldstein called the meeting to order at 8:00 a.m. He announced that Commissioner Angela Finley is participating remotely on Zoom and asked her to disclose if any adults were present in the room with her. Commissioner Finley stated that there were none and confirmed that her audio and video were working properly.

Roll Call:

Present in the Board Room:
Commissioner Pete Ballew
Commissioner Mark Gerry
Commissioner Daniel Goldstein (Chairperson)
Commissioner Terrence Grindall
Commissioner Helen Mayfield
Commissioner Mike McCorriston
Commissioner Peggy McQuaid
Commissioner Scott Sakakihara (Vice Chairperson)
Commissioner Yang Shao

Present on Zoom (teleconferencing):
Commissioner Angela Finley

Excused:
Commissioner Seema Chawla
Commissioner Courtney Welch

Agenda Item No. 2: Public Hearing: AB251 Public Agency Status of Vacant Positions
Chairperson Goldstein opened the public hearing at 8:02 a.m.

Laura Broussard Rosen, Executive Director, presented the staff report. Ms. Broussard Rosen reported that Assembly Bill 2561 (AB2561) requires public agencies to provide a public hearing and report on the status budgeted vacancies every fiscal year. Ms. Broussard Rosen summarized the vacancy rates for HACA's budgeted positions for the July 1, 2025-June 30, 2026 fiscal year and reported on the status of the recruitments for these vacant positions.

There were no comments received from the public during the public hearing. Chairperson Goldstein closed the public hearing at 8:05 a.m.

Agenda Item No.3: Approve the Minutes of the May 13, 2026 Regular Meeting (Action)
Report received.

Commission Discussion:
Vice Chairperson Sakakihara stated a correction for the record and noted that his name was inadvertently included in the roll call of the votes for agenda items 2. and 5-1. and asked that it be removed since he was excused from the meeting on May 13. Commissioner McCorriston stated a correction for the record. He noted that there is a typo in his name in the Roll Call.

Recommendation:
Approve the meeting minutes of the May 13, 2026 with the stated corrections.

Motion and Second:
Commissioners McQuaid (motion) and Commissioner Grindall (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Gerry, Goldstein, Grindall, Mayfield, McCorriston, and McQuaid.
Abstain: Commissioners Finley, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.4: Public Comment - *On Matters not on the Agenda*
None.

Agenda Item No.5: Executive Director's Report (Information Only)
Laura Broussard Rosen presented her report. Ms. Broussard Rosen stated that she provided the vacancy report during the public hearing held earlier in the meeting. She updated the Housing Commission on the status of the recruitments for HACA's vacant management positions. She reported that staff is planning the next steps for the Procurement and Purchasing Manager recruitment and successfully filled the Administrative Analyst position. She introduced Christina Robinson, Administrative Analyst. Ms. Broussard Rosen shared Ms. Robinson's background, stated that Ms. Robinson brings a wealth of diverse skills and experience to HACA, and that HACA is thrilled to have her.

Ms. Broussard Rosen announced that the Family Self-Sufficiency (FSS) Program Resource Fair is scheduled for Saturday, June 27 and invited the Housing Commissioners to attend.

Ms. Broussard Rosen also reminded the Housing Commission that staff will cancel the Housing Commission's Regular meeting scheduled for July 8, 2026, and hold a Special meeting for Wednesday, July 22, 2026, to accommodate the timeline for the U.S. Department of Housing and Urban Development (HUD) Section Eight Management Assessment Program (SEMAP) certification process.

Commission Discussion:
Chairperson Goldstein welcomed Ms. Robinson to HACA.

Agenda Item No.6: In Memoriam – Former Housing Commissioner Pat Gacoscos (Information Only)
Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen reported that HACA was saddened to learn of the passing of former HACA Housing Commissioner Pat Gacoscos and that staff wanted to acknowledge her service and adjourn this meeting in her honor. Ms. Broussard Rosen shared that Commissioner Gacoscos was first appointed to the Housing Commission in March 2011 and served continuously until December 2022. She talked about former Commissioner Gacoscos's active participation in the Housing Commission including serving 2 terms as Chairperson, as well as president of the Preserving Alameda County Housing, Inc. (PACH) Board of Directors, and that she regularly participated on HACA's Scholarship Committee. Ms. Broussard Rosen also acknowledged Commissioner Gacoscos's support of the FSS Program. Ms. Broussard Rosen read the following statement:

> *HACA will remember Commissioner Gacoscos for her kind spirit, generosity, commitment, and support of HACA and the communities we serve. She will be missed, and her contributions will not be forgotten.*

Commission Discussion:
Vice Chairperson Sakakihara expressed appreciation to staff for including the in memoriam recognition and shared his memories of Commissioner Gacoscos. He commented that he learned from the staff report that Commissioner Gacoscos was the representative from Union City who preceded him on the Housing Commission. He also shared that she represented the same Union City district that he represents, that she served nearly 12 years on city council, lived near him, and during his first election she helped his campaign by walking neighborhoods for him. Vice Chairperson Sakakihara highlighted her lasting impact on the community, including her leadership in founding and supporting Union City's Sister Cities organization. He shared that when the city named a plaza after her, Commissioner Gacoscos requested that they re-name the plaza after the Sister Cities organization. Vice Chairperson Sakakihara described her passing as a significant loss to the community and mentioned that he can share details for an upcoming public memorial service with staff when they become available.

Agenda Item No.7: New Business

Agenda Item No.7-1: Adopt Resolution No. 06-26 Approving HACA's Operating Budget and Budgeted Positions for the July 1, 2026-June 30, 2027 Fiscal Year (Action)

Mansoorali Hudda, Finance Director, presented the staff report. Mr. Hudda summarized HACA's proposed operating budget and budgeted positions for the July 1, 2026-June 30, 2027 fiscal year. He summarized the projected income and expenses for each of HACA'S 4 major program budgets. Mr. Hudda reported that the Housing Commission's Budget/Audit/Negotiations (BAN) Committee met on May 27 to review the proposed operating budget. He noted that a summary of the committee's discussion was included in the staff report and that BAN Committee approved a recommendation that the Housing Commission approve the proposed operating budget as presented. Mr. Hudda recommended that the Housing Commission adopt the resolution approving HACA's operating budget and budgeted positions for the July 1, 2026-June 30, 2027 fiscal year.

Recommendation:

Adopt Resolution No. 06-26 approving HACA's operating budget and budgeted positions for the July 1, 2026-June 30, 2027 fiscal year.

Commission Discussion:

Commissioner McCorriston reiterated his comments from the BAN Committee meeting and expressed appreciation to staff for their hard work. Chairperson Goldstein praised staff for their efforts to rein in expenses.

Motion/Second:

Commissioner McCorriston (motion) and Commissioner Ballew (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-2: Adopt Resolution No. 07-26 Approving the Contribution to the Alameda County Employees' Retirement Association (ACERA) for the July 1, 2026-June 30, 2027 Fiscal Year (Action)

Mansoorali Hudda presented the staff report. Mr. Hudda reported that as a participating employer in the Alameda County Employees' Retirement Association (ACERA) pension system, HACA contributes to ACERA each year to fund a 401(h) account that ACERA has established for the purpose of providing healthcare benefits to retirees on a tax-exempt basis. He reported that the contribution amount for the July 1, 2026 – June 30, 2027 fiscal year is $407,696.00 and recommended that the Commission adopt the resolution approving this contribution.

Recommendation:

Adopt Resolution No. 07-26 approving a contribution in the amount of $407,696.00 to the Alameda County Employees' Retirement Association (ACERA) for the July 1, 2026-June 30, 2027 fiscal year.

Motion/Second:
Commissioner McCorriston (motion) and Commissioner Shao (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-3: Approve the 2026 HACA and Donald C. Biddle Memorial Scholarship Awards (Action)

Daniel Taylor, Special Programs Manager, presented the staff report. Mr. Taylor reported that HACA's annual scholarship program provides FSS Program participants and tenants in HACA-managed units owned by PACH the opportunity to apply for a scholarship to help pay for eligible expenses related to their education. He explained that HACA's scholarship program consists of 2 types of scholarships. He indicated that the HACA Scholarship recognizes educational goals and achievements and that the Donald C. Biddle Memorial scholarship that was established to honor the memory of former Housing Commissioner Don Biddle, recognizes educational goals and achievements with a focus on community service.

Mr. Taylor reported that a total of $18,600 was budgeted in the 2025-2026 fiscal year for the scholarships. He summarized the number of applications that were received and forwarded to the Scholarship Committee for review and noted that the staff report includes a list of applicants by city. Mr. Taylor also reported that the Scholarship Committee, consisting of Commissioners Chawla, Mayfield, McCorriston, and McQuaid, met on April 30 to evaluate the applications and develop award recommendations. He outlined the committee's award recommendations, highlighted the accomplishments of the person the committee selected to receive the Donald C. Biddle Memorial Scholarship, and shared the committee's additional recommendation to establish a working group of 2-3 commissioners to work with staff to evaluate the scholarship program and identify opportunities to enhance the application process before the next application process.

Mr. Taylor recommended that the Housing Commission approve the Scholarship Committee's recommendations for the 2026 HACA Scholarship and Donald C. Biddle Memorial Scholarship award as well as the committee's recommendation to form a working group for the next round of scholarships. He noted that the working group recommendation would be brought back to the Housing Commission for consideration at future meeting.

Recommendation:
Approve the HACA Scholarship Committee's recommendations for the 2026 HACA Scholarship and Donald C. Biddle Memorial Scholarship awards and to establish a working group that will be brought forward for consideration at a future meeting.

Ms. Broussard Rosen clarified that staff is requesting that Housing Commission take action to approve the committee's award recommendations which will be effective for this current round of scholarships and approve that staff proceed with the working group.

Commission Discussion:
Commissioner McQuaid and Mr. Taylor discussed how the Donald C. Biddle Memorial Scholarship was established. Commissioner McQuaid asked that when the scholarship working group is established, the group consider possible opportunities to honor former Housing Commissioner Pat Gacoscos through the scholarship program as well.

Public Comment:
Shaunice Murphy, a member of the public, commented on an issues she is experiencing with the Portability process. Chairperson Goldstein explained to Ms. Murphy that the public may comment on this specific agenda topic. He noted that some of the HACA Programs Managers who are present at the meeting can follow-up with her after the meeting regarding her concerns.

Motion/Second:
Commissioner Sakakihara (motion) and Commissioner McCorriston (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-4: Ratify the Appointment of the Nominating Committee for the Housing Commission's Chairperson and Vice Chairperson for the July 1, 2026-June 30, 2027 Fiscal Year (Action)
Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen reported that this item was presented at the Commission's Regular meeting in May but that the Housing Commission could not take action on the recommendation at that time as there as a lack of quorum. Ms. Broussard Rosen explained that the Housing recommended the appointment of Commissioners Gerry, McCorriston, and Sakakihara as the nominating committee to select candidates for the position of Chairperson and Vice Chairperson for the July 1, 2026-June 30, 2027 fiscal year. Ms. Broussard Rosen recommended that the Housing Commission ratify these appointments.

Recommendation:
Ratify the appointment of Commissioners Gerry, McCorriston, and Sakakihara to the nominating committee.

Commission Discussion:
Report received with no questions or comments from the Housing Commission.

Motion/Second:
Commissioner Shao (motion) and Commissioner McQuaid (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-5: Election of Officers for the July 1, 2026 - June 30, 2027 Fiscal Year (Action)
Laura Broussard Rosen introduced this item asked Commissioner McCorriston to present the report from the Nominating Committee. Commissioner McCorriston announced that the Nominating Committee recommends Commissioner Sakakihara for the position of Chairperson and Commissioner McQuaid for the position of Vice Chairperson for the 2026-2027 fiscal year.

He indicated that the committee considered that Commissioner Sakakihara may be transitioning to the State Senate at the end of the year. He explained that in that event, the committee believes that Commissioner McQuaid's knowledge and expertise would allow for the seamless transition to the role of Chairperson, and the Commission would then appoint another commissioner to serve as Vice Chairperson. Commissioner McCorriston recommended that the Housing Commission elect these candidates for the Chairperson and Vice Chairperson positions for the 2026-2027 fiscal year.

Recommendation:
Elect Commissioner Scott Sakakihara as the Chairperson and Commissioner Peggy McQuaid as the Vice Chairperson for the July 1, 2026 - June 30, 2027 fiscal year.

Motion/Second:
Commissioner McCorriston (motion) and Commissioner Grindall (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-6: Appoint a Housing Commissioner to the Preserving Alameda County Housing, Inc. (PACH) Board of Directors for the July 1, 2026-June 30, 2027 Fiscal Year
Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen stated that Preserving Alameda County Housing, Inc. (PACH) is HACA's non-profit instrumentality and has a 5-member Board of Directors (Board) that includes the Housing Commission Chairperson as the President, the Housing Commission Vice Chairperson as the Vice President, and in addition to that, the Housing Commission can choose to elect a commissioner to serve as the 2nd Vice President on the PACH Board. She indicated that Commissioner Mark Gerry currently holds the 2nd Vice President position on the PACH Board. Ms. Broussard Rosen recommended that the Housing Commission appoint a commissioner to the PACH Board.

After a brief discussion, the Housing Commission recommended the re-appointment of Commissioner Mark Gerry to the PACH Board.

Recommendation:
Approve the appointment of Commissioner Mark Gerry to the Preserving Alameda County Housing, Inc. Board of Directors for the for the July 1, 2026 - June 30, 2027 fiscal year.

Motion/Second:
Commissioner Sakakihara (motion) and Commissioner McQuaid (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Adopt Resolution No. 05-26 Approving Amendments to HACA's Personnel Rules
Laura Broussard Rosen presented the staff report. Ms. Broussard Rosen reported that the successor Memorandum of Understanding (MOU) between HACA and SEIU Local 1021 was approved by the Housing Commission on April 15, 2026. She explained that as part of the agreement for the successor MOU, staff is proposing to amend sections in the Personnel Rules related to performance evaluations and the use of Kin Care leave. She highlighted the proposed amendments to the sections 12.11 and 19.11 of the Personnel Rules and described the changes that were agreed upon in the labor contract negotiations process. She noted that the Housing Commission approved these concepts when the MOU was approved and that staff is recommending that the Housing Commission approve the amendments to the Personnel Rules to update the language that was agreed upon in the labor contract negotiations process.

Recommendation:
Adopt Resolution No. 05-26 approving amendments to HACA's Personnel Rules as presented.

Motion/Second:
Commissioner Sakakihara (motion) and Commissioner McQuaid (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-8: Adopt Resolution No. 04-26 Approving the Methodology for the Cost-of-Living Adjustments for HACA Management Employees (Action)
Laura Broussard Rosen presented the staff report. She noted that this item was presented at the Commission's May meeting and that the Housing Commission held a discussion on this item but could not take action due to a lack of quorum.

Ms. Broussard Rosen summarized the Commission's discussion from the May meeting regarding the current and proposed methodologies for determining the Cost-of-Living Adjustment (COLA) for HACA's management employees. She reviewed the methodology recommended by CBIZ Benefits and Insurance Services (CBIZ), the consultant who conducted HACA's management compensation analysis. Ms. Broussard Rosen reported that staff determined that their recommendation is not feasible since it requires HACA to have an ongoing contractual relationship with CBIZ to access their proprietary data.

Ms. Broussard Rosen then presented 2 options that staff is recommending. She explained that under option 1, HACA would continue the current practice of completing a peer survey but update the survey pool to just 13 housing authorities. She explained that staff would calculate the average COLA applied by those agencies and use that average for the COLA for HACA's management employees. She explained the staff would apply the average, regardless of whether it is higher or lower than the COLA negotiated for the represented employees.   Ms. Broussard Rosen stated that under option 2, HACA's management employees would receive the same COLA that is negotiated for the bargaining unit. She added that labor contract negotiations process includes a comprehensive analysis of factors including regional inflation data and Consumer Price Index (CPI) as well as HACA's funding and budget constraints when determining the negotiated COLA for the bargaining unit. Ms. Broussard Rosen also noted that this option would create consistency across all employee groups at HACA. Ms. Broussard Rosen recommended that the Housing Commission approve one of the two options for the proposed methodology for determining future COLAs for HACA management employees.

Recommendation:
Adopt Resolution No. 04-26 approving the methodology for the Cost-of-Living Adjustments for HACA management employees.

Commission Discussion:
Commissioner McCorriston expressed concern that the peer survey methodology option does not provide information on how the agencies in the survey pool determine their COLAs. Vice Chairperson Sakakihara commented that after reviewing the minutes from the May meeting, he concluded that the Commission's discussion generally supported option 2 for the methodology. He echoed the concerns raised by Commissioner Grindall at the May meeting regarding potential salary compaction under the survey approach as well as issues of equity. Vice Chairperson Sakakihara expressed his support for option 2. Commissioner McCorriston agreed and commented that option 2 provides greater clarity in the determination of the COLA.

Motion/Second:
Commissioner Shao (motion) and Commissioner McQuaid (second).

Upon a roll call of the votes being taken, the votes were:
Ayes: Commissioners Ballew, Finley, Gerry, Goldstein, Grindall, Mayfield, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

Agenda Item No.7-9: Programs Activity Report (Information Only)
Report received.

Commission Discussion:
Commissioner McCorriston asked if there were any significant trends to highlight and Ms. Broussard Rosen indicated that there were none this month.

Agenda Item No.8: Communications (Information Only)

Ms. Broussard Rosen informed the Housing Commission that given the volume of items on the agenda for today's meeting, staff will bring the FSS presentation to the July meeting.

Agenda Item No.9: Commissioner Reports (Information Only)
Commissioner Grindall reported on his attendance at the grand opening of the Timber Senior Apartments project in Newark. He commented that it was a great event and that project is already fully leased. Commissioner Grindall also commented that the KRON4 news highlighted HACA's contribution to making the project happen.

Agenda Item No.10: Adjournment
There being no further business to discuss, Chairperson Goldstein adjourned the meeting in memory of former Housing Commissioner Pat Gacoscos at 8:54 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant

HOUSING COMMISSION MEETING MINUTES

July 22, 2026

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
HOUSING COMMISSION REGULAR MEETING
SUMMARY ACTION MINUTES

Special Meeting Date and Time: July 22, 2026, at 8:00 a.m.

Meeting Location: HACA Board Room, 22941 Atherton Street, Hayward, CA 94541

Remote Participation Link: https://us02web.zoom.us/j/88460095724

MEETING AGENDA

Agenda Item No. 1: Call to order and Roll Call

Call to Order:

Chairperson Scott Sakakihara called the Special meeting of the HACA Housing Commission to order at 8:10 a.m.

Melissa Taesali, Executive Assistant, stated for the record that the following commissioners were present in the Board Room:

Commissioner Pete Ballew
Commissioner Daniel Goldstein
Commissioner Helen Mayfield
Commissioner Mike McCorriston
Commissioner Peggy McQuaid (Vice Chairperson)
Commissioner Scott Sakakihara (Chairperson)
Commissioner Yang Shao

The following commissioners were recorded as excused:
Commissioner Seema Chawla
Commissioner Angela Finley
Commissioner Yang Shao
Commissioner Courtney Welch

The following commissioner was recorded as absent:
Commission Terrence Grindall

Due to the lack of quorum necessary for the Housing Commission to take official action, Chairperson Scott Sakakihara stated that the Housing Commission will hear the informational items first and that action items will be postponed to allow time for commissioners to potentially arrive for the meeting.

Agenda Item No. 3: Public Comment - On matters not on the agenda.
This item was heard out of agenda order.

None.

Agenda Item No.4: Executive Director's Report (Information Only)
This item was heard out of agenda order.

Laura Broussard Rosen, Executive Director, presented her report. Ms. Broussard Rosen provided an update on the status of HACA's management position recruitments. She reported that staff is working with CPS HR Consulting (CPS HR) on 2 active recruitments. Ms. Broussard Rosen explained that following the recent retirement of the incumbent, recruitment for the vacant Senior Administrative Analyst position is already underway. She also noted that, at its June meeting, the Housing Commission approved the July 1, 2026-June 30, 2027 operating budget which included a salary adjustment for the Purchasing and Procurement Manager classification and that the recruitment for this position was initiated the day before this meeting.

Commission Discussion:
Commissioner Mayfield asked about the recruitment firm that HACA is using and Ms. Broussard Rosen stated that the name of the firm is CPS HR Consulting and that they have a location in Sacramento, California.

Agenda Item No.5-4 Presentation: HACA Family Self-Sufficiency (FSS) Program (Information Only)
This item was heard out of agenda order.

Daniel Taylor, Special Programs Manager, presented the staff report. Mr. Taylor provided an overview of HACA's Family Self-Sufficiency (FSS) Program. He stated that the FSS Program is funded by the U.S. Department of Housing and Urban Development (HUD) and aims to help participants in the Housing Choice Voucher (HCV) Program achieve long-term self-sufficiency through case management and supportive services.

Mr. Taylor talked about the size and funding of the FSS Program. He indicated that the program currently serves 179 participants and that each FSS Coordinator supports an average of 45 families. Mr. Taylor explained that expansion of the FSS Program beyond current levels would require additional FSS Coordinator positions that are not currently funded. He further explained that HUD awards the FSS Program funding through a competitive grant process and that this funding covers the FSS Coordinator's salaries and benefits only. He noted that while HUD offers additional FSS funding when available, these opportunities vary from year to year since funding is based on federal budget appropriations. Mr. Taylor noted that the FSS program operations and activities such participant events, workshops, and incentives rely entirely on donations and community partnerships. He described some of the events that the FSS Program carries out each year.

Mr. Taylor shared some of the things that the Housing Commission could do to promote and support the FSS Program. He recommended that the commissioners help identify funding sources, connect staff with their city's civic organizations, share small grant opportunities, encourage sponsorships or in-kind donations, and attend FSS events. He thanked the Housing Commission and stated that HACA is grateful for the ongoing support the Housing Commission has shown over the years.

Commission Discussion:

Commissioner Mayfield and Mr. Taylor discussed the size of the FSS Program and the caseloads for the FSS Program Coordinators. He indicated that there are currently 179 participants and that each coordinator supports approximately 45 families. Mr. Taylor commented that the ideal is 200 participants and 50 families per coordinator.

Commissioner Ballew asked if it would be advantageous to add a part-time FSS Coordinator as a way to expand the FSS Program. Mr. Taylor explained that HUD's Notice of Funding Opportunity (NOFO) for the FSS grant specifies how the funding is to be applied and the NOFO would need to authorize funding for a part-time FSS Coordinator. Commissioner Ballew asked if HACA could use a non-HUD funding source instead. Mansoorali Hudda, Finance Director, explained that staff would have to research this to see if HUD permits the use of the funding for the administrative fees for this purpose. He commented that HACA would also need to evaluate and weigh HACA's overall staffing priorities. Ms Broussard Rosen agreed and added that because the FSS Program is a grant program, it is uncertain whether the program can be expanded without HUD granting authority to use alternative HUD funding sources. She also agreed that any staffing decisions would need to be balanced against other critical agency needs. Commissioner Ballew asked that staff look into the possibility of funding the FSS program through other non-HUD funding and report back to the Housing Commission.

Commissioner Mayfield asked if existing job classifications, such as the Eligibility Technician job classification, be revised to include some of the FSS Program Coordinator duties to allow other staff to help with FSS participant caseloads and encourage cross-training. Mr. Taylor indicated that there are operational and funding challenges since the current HUD funding does not allow for this. Ms. Broussard Rosen added that the key unknown is whether HUD would permit HACA to fund the FSS Program through regular HUD administrative funds or other non-HUD sources to add an additional full-time FSS Coordinator, or potentially add another position that is hybrid. She reiterated that HACA does not currently have adequate capacity within its current classifications and staff and that this would require adding another position. Commissioner Mayfield and Mr. Taylor discussed some of the criteria in the FSS grant for staffing and caseloads. He noted that the funding opportunity changes every year but that HUD is funding the FSS Program at its current size, with no expansion. Commissioner Mayfield asked that staff express to HUD that there is a need and ask what options there may be for the adjustment of the funding then report back to the Housing Commission.

Vice Chairperson McQuaid commented that it is a nice position to be in to have a great program that they want to build up rather than start it or fix it. Vice Chairperson McQuaid encouraged the commissioners to reach out to their contacts in the community for support and proposed that the Housing Commission form a subcommittee to work with staff to explore how to bring in more funding for the FSS Program.

Commissioner Goldstein asked if staff can prepare outreach materials to promote the FSS Program. Mr. Taylor indicated that staff has some materials they can share. Commissioner Goldstein indicated that he could connect staff with some nonprofits who may be able to help.

Commissioner McCorriston encouraged the Housing Commission to promote the FSS Program with their cities.

Chairperson Sakakihara recapped the directions for staff and summarized the questions that staff should report back on as part of a future agenda item.

Agenda Item No.5-5: Programs Activity Report (Information Only)
This item was heard out of agenda order.

Daniel Taylor reported on the FSS Program annual resource fair that was held on June 27. He summarized the agencies and partners who participated and reported that participants received valuable information on variety of resources and opportunities. Mr. Taylor also highlighted the achievements of an FSS Program participant.

Agenda Item No.6: Communications (Information Only)
This item was heard out of agenda order.

Ms. Broussard Rosen recognized Commissioner Goldstein for his service as Housing Commission Chairperson for the 2025-2026 fiscal year. She presented him with an engraved plaque as a small token of appreciation and shared the highlights of his service. Commissioner Goldstein thanked staff for the recognition.

Commission Discussion:
Commissioner Mayfield commented that it would be nice to dedicate a wall somewhere in the Board Room to showcase Commissioner awards. Ms. Broussard Rosen stated that staff will look into this.

Agenda Item No.7: Commissioner Reports (Information Only)
Vice Chairperson McQuaid shared that the City of Albany will be hosting a housing expo on August 18, from 5:30 p.m.-7:30 p.m., and that HACA will be participating.

Chairperson Sakakihara and Ms. Broussard Rosen discussed the agenda items that the Housing Commission could not consider due to the lack of quorum. They discussed the deadlines for the SEMAP certification and the other items that are also critical and time sensitive. They determined that a meeting in August is going to be required.

Commissioner McCorriston raised a concern about commissioner attendance. He recommended that staff be more direct and emphasize in the emails the importance of attending these commission meetings.

Commissioner Ballew indicated that the Personnel Committee will be ready to meet with the Housing Commission regarding the performance evaluation for the Executive Director and asked that staff plan for that in August.

Agenda Item No.8: Adjournment

There being no further business to discuss, Chairperson Sakakihara adjourned the meeting at 8:43 a.m.

Respectfully submitted,

Melissa Taesali,
Executive Assistant

NEW BUSINESS

August 5, 2026

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: August 5, 2026

Agenda Item No.5-1.:	Resolution No. 08-26 Approving the Section Eight Management Assessment Program (SEMAP) Certification and Authorizing Submission to the U.S. Department of Housing and Urban Development (HUD) (Action)
Exhibits Attached:	Resolution No. 08-26
Recommendation:	Adopt the Attached Resolution Authorizing Submission of the SEMAP Certification to HUD
Financial Statement:	None

BACKGROUND

The Section Eight Management Assessment Program (SEMAP) measures 14 key performance indicators of public housing agencies (PHAs) that administer the Housing Choice Voucher program. By doing so, SEMAP helps HUD target monitoring and assistance to PHAs that need the most improvement.

The 14 indicators of performance show whether PHAs help eligible families to afford decent rental units at a reasonable subsidy cost as intended by federal housing legislation. The 14 key indicators of PHA performance are:

1. Proper selection of applicants from the Housing Choice Voucher waiting list
2. Sound determination of reasonable rent for each unit leased
3. Accurate verification of family income
4. Maintenance of a current schedule of allowances for tenant-paid utilities
5. Performance of quality control inspections to ensure HUD's Housing Quality Standards (HQS) are met
6. Assurance that landlords and tenants promptly correct HQS deficiencies
7. Expansion of housing choice outside areas of poverty or minority concentration
8. Establishment of Payment Standards within the required range of the HUD Fair Market Rents
9. Timely annual reexamination of family income
10. Correct calculation of the tenant share of the rent and the housing assistance payment (HAP) made to the landlord
11. Assurance that units comply with HQS before families enter into leases and PHAs enter into HAP contracts
12. Timely annual HQS inspections
13. Assurance that all available Housing Choice Vouchers are used
14. Enrollment of families into the Family Self-Sufficiency (FSS) Program and the number of families with escrow accounts

While HACA continues to operate a Family Self Sufficiency (FSS) program voluntarily, HACA is no longer required by HUD to operate the program. Therefore, Indicator 14 is no longer part of the SEMAP assessment for HACA.

SEMAP scores are based on PHA self-certification, HUD's national database of tenant information, and information from audits conducted annually by independent auditors. Each indicator has points assigned to it, with a total possible point score of 135. HUD annually assigns each PHA a rating on each of the 14 indicators and generates an overall performance ratio of high (90-100%), standard (60-89%), or troubled (less than 60%). Metropolitan PHAs like HACA are also able to earn bonus points for their achievements in encouraging assisted families to choose housing in low poverty areas.

Every PHA must submit its SEMAP Certification within 60 days of the end of its fiscal year. HACA's is due by August 29, 2026, as our fiscal year ended June 30th.

DISCUSSION AND ANALYSIS
The attached SEMAP Certification is a product of random sampling done internally by staff for the fiscal year July 1, 2025, through June 30, 2026, and data from HUD's national database of tenant information. HACA's overall rating is "standard" with 74% (100 points).

HACA lost points for the following indicators as described below:

<u>Indicator #3, Determination of Adjusted Income: HACA Score – 0 out of 20 points</u>
This indicator is scored 20, 15, or 0 points. It measures whether HACA, at the time of admission and reexamination, 1) properly obtained third-party income verification or documented why it was not available; 2) used the verified information in determining adjusted income; 3) properly applied deductions and allowances for expenses; and 4) used the appropriate utility allowances. At least 90% of the sampled files must meet the criteria to earn the full 20 points, and 80-89% of sampled files to earn 15 points. HACA met the requirements for 63% of files, resulting in 0 points for this indicator. HACA will work with staff and provide training to achieve points for this indicator in the coming year.

<u>Indicator #6, Housing Quality Standards (HQS) Enforcement: HACA Score – 0 out of 10 points</u>
This indicator is scored 10 points or 0 points. It measures whether 1) all life-threatening HQS deficiencies were corrected within 24 hours of the inspection, 2) 98% of all other cited HQS deficiencies were corrected within 30 days or any HACA-approved extension, and 3) HACA abated housing assistance payments if HQS deficiencies were not corrected timely. All applicable requirements must be met to receive 10 points. Of the 16 cases sampled, HACA met all requirements for 77% of life-threatening deficiencies and 92% of all other deficiencies. As a result, HACA scored 0 points. HACA is conducting reinspections in a timely manner but continues to lose points on this indicator due to challenges with the timely processing of abatements. HACA has updated policies and procedures over the last year which has improved the timeliness of abatements since the previous year. HACA continues to work with a housing programs consultant to review work processes related to HQS enforcement to streamline procedures and implement improvements. HACA anticipates scoring points for this indicator in the coming year with the full implementation of new procedures.

<u>Indicator #9, Annual Reexaminations: HACA Score – 5 out of 10 points</u>
This indicator is scored 10, 5, or 0 points. It measures whether HACA conducts required annual reexaminations timely. HACA had 8% late reexaminations and therefore scored 5 points. This is an improvement from the previous fiscal year in which HACA had 9% late reexaminations. HACA continues to improve its performance and anticipates scoring additional points for this indicator in the coming year.

The table below provides a review of HACA's performance under SEMAP for the last four years.

SEMAP Certification Review 2023 to 2026*							
Indicator	**Indicator Description**	**Total Possible Points**	**2023 Final Earned Points**	**2024 Final Earned Points**	***2025 Certified Points****	**2025 Final Earned Points***	**2026 Certification**
1	Wait List	15	15	15	*15*	15	15
2	Reasonable Rent	20	20	15	*15*	0	20
3	Determination of Adjusted Income	20	20	20	*20*	20	0
4	Utility Allowance Schedule	5	5	5	*5*	5	5
5	HQS Quality Control Inspections	5	5	5	*5*	5	5
6	HQS Enforcement	10	0	0	*0*	0	0
7	Expanding Housing Opportunities	5	5	5	*5*	5	5
8	Payment Standards	5	5	5	*5*	5	5
9	Annual Reexaminations	10	0	0	*5*	5	5
10	Correct Tenant Rent Calculations	5	5	5	*5*	5	5
11	Pre-Contract HQS Inspections	5	5	5	*5*	5	5
12	Annual HQS Inspections	10	10	5	*5*	5	10
13	Lease-Up	20	15	20	*20*	20	20
14	FSS Enrollment & Escrow Accounts	10	N/A	N/A	*N/A*	N/A	N/A
Earned Points			115	100	*110*	95	100
Deconcentration Bonus – Extra 5 Points		5	0	0	*0*	0	0
Total Earned Points		145	115	100	*110*	95	100
Total Possible Points		145	135	135	*135*	135	135
FINAL SCORE as a Percentage		100%	85%	74%	*81%*	70%	74%
SEMAP RATING			**Standard**	**Standard**	***Standard***	**Standard**	**Standard**

*For 2025, HACA certified a total of 110 points for a total score of 81%. However, there was an error in HACA's submission for indicator #2. HUD did not review HACA's submission until March 2026 and informed HACA that due to the submission error, HACA earned 0 points for indicator #2, resulting in a final score of 70%. HACA was unable to correct the submission. The error is unrelated to the file samples for indicator #2, so HACA's original assessment of 15 points accurately reflected performance on this indicator.

RECOMMENDATION

Staff recommends that the Commission adopt the Resolution to approve the SEMAP certification, including any necessary final adjustments, and authorize submission of the SEMAP certification to HUD.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 08-26

RESOLUTION APPROVING SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION AND AUTHORIZING SUBMITTAL OF CERTIFICATION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the U. S. Department of Housing and Urban Development (HUD) has established a Section Eight Management Assessment Program (SEMAP) to measure the performance of housing authorities that administer the Section 8 Housing Choice Voucher Program; and

WHEREAS, SEMAP requires that housing authorities self-certify performance in connection with the 14 SEMAP indicators; and

WHEREAS, HUD reviews the self-certification and other data available from on-line reporting systems and financial submissions to rank a housing authority's performance and issues a score; and

WHEREAS, the Housing Authority of the County of Alameda has completed its SEMAP analysis for the July 1, 2025 – June 30, 2026 fiscal year and is prepared to submit its certification to HUD;

NOW, THEREFORE, BE IT RESOLVED, that the Housing Commission does hereby approve and accept the SEMAP certification as presented, including any necessary final adjustments, and authorizes the Executive Director to submit it and any other information HUD may require to process the certification.

PASSED, APPROVED, AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this 5th day of August 2026, by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

Laura Broussard Rosen
Executive Director/Housing Commission Secretary

Scott Sakakihara
Housing Commission Chairperson

Adopted: **August 5, 2026**

Field Office: 9APH SAN FRANCISCO HUB OFFICE
Housing Agency: CA067 Alameda County
PHA Fiscal Year End: 6/30/2026

OMB Approval No. 2577-0215

SEMAP CERTIFICATION (Page 1)

Public reporting burden for this collection of information is estimated to average 12 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.This agency may not conduct or sponsor, and you are not required to respond to, a collection of information unless it displays a currently valid OMB control number.

This collection of information is required by 24 CFR sec 985.101 which requires a Public Housing Agency (PHA) administering a Section 8 tenant-based assistance program to submit an annual SEMAP Certification within 60 days after the end of its fiscal year. The information from the PHA concerns the performance of the PHA and provides assurance that there is no evidence of seriously deficient performance. HUD uses the information and other data to assess PHA management capabilities and deficiencies, and to assign an overall performance rating to the PHA. Responses are mandatory and the information collected does not lend itself to confidentiality.

Check here if the PHA expends less than $300,000 a year in federal awards ☐
Indicators 1 - 7 will not be rated if the PHA expends less than $300,000 a year in Federal awards and its Section 8 programs are not audited for compliance with regulations by an independent auditor. A PHA that expends less than $300,000 in Federal awards in a year must still complete the certification for these indicators.

Performance Indicators

1 Selection from Waiting List (24 CFR 982.54(d)(1) and 982.204(a))

a. The HA has written policies in its administrative plan for selecting applicants from the waiting list.

PHA Response ◉ **Yes** ○ **No**

b. The PHA's quality control samples of applicants reaching the top of the waiting list and admissions show that at least 98% of the families in the samples were selected from the waiting list for admission in accordance with the PHA's policies and met the selection criteria that determined their places on the waiting list and their order of selection.

PHA Response ◉ **Yes** ○ **No**

2 Reasonable Rent (24 CFR 982.4, 982.54(d)(15), 982.158(f)(7) and 982.507)

a. The PHA has and implements a reasonable written method to determine and document for each unit leased that the rent to owner is reasonable based on current rents for comparable unassisted units (i) at the time of initial leasing, (ii) before any increase in the rent to owner, and (iii) at the HAP contract anniversary if there is a 5 percent decrease in the published FMR in effect 60 days before the HAP contract anniversary. The PHA's method takes into consideration the location, size, type, quality, and age of the program unit and of similar unassisted units and any amenities, housing services, maintenance or utilities provided by the owners.

PHA Response ◉ **Yes** ○ **No**

b. The PHA's quality control sample of tenant files for which a determination of reasonable rent was required to show that the PHA followed its written method to determine reasonable rent and documented its determination that the rent to owner is reasonable as required for (check one):

PHA Response ◉ **At least 98% of units sampled** ○ **80 to 97% of units sampled**
○ **Less than 80% of units sampled**

3 Determination of Adjusted Income (24 CFR part 5, subpart F and 24 CFR 982.516)

The PHA's quality control sample of tenant files show that at the time of admission and reexamination, the PHA properly obtained third party verification of adjusted income or documented why third party verification was not available; used the verified information in determining adjusted income; properly attributed allowances for expenses; and, where the family is responsible for utilities under the lease, the PHA used the appropriate utility allowances for the unit leased in determining the gross rent for (check one):

PHA Response ○ **At least 90% of files sampled** ○ **80 to 89% of files sampled**

◉ **Less than 80% of files sampled**

4 Utility Allowance Schedule (24 CFR 982.517)

The PHA maintains an up-to-date utility schedule. The PHA reviewed utility rate data that it obtained within the last 12 months, and adjusted its utility allowance schedule if there has been a change of 10% or more in a utility rate since the last time the utility allowance schedule was revised.

PHA Response ◉ **Yes** ○ **No**

5 HQS Quality Control (24 CFR 982.405(b))

The PHA supervisor (or other qualified person) reinspected a sample of units during the PHA fiscal year, which met the minimum sample size required by HUD (see 24 CFR 985.2), for quality control of HQS inspections. The PHA supervisor's reinspected sample was drawn from recently completed HQS inspections and represents a cross section of neighborhoods and the work of cross section of inspectors.

PHA Response ◉ **Yes** ○ **No**

6 HQS Enforcement (24 CFR 982.404)

The PHA's quality control sample of case files with failed HQS inspections shows that, for all cases sampled, any cited life-threatening HQS deficiencies were corrected within 24 hours from the inspection and, all other cited HQS deficiencies were corrected within no more than 30 calendar days from the inspection or any PHA-approved extension, or, if HQS deficiencies were not corrected within the required time frame, the PHA stopped housing assistance payments beginning no later than the first of the month following the correction period, or took prompt and vigorous action to enforce the family obligations for (check one):

PHA Response ○ **At least 98% of cases sampled** ◉ **Less than 98% of cases sampled**

7 Expanding Housing Opportunities.

(24 CFR 982.54(d)(5), 982.153(b)(3) and (b)(4), 982.301(a) and 983.301(b)(4) and (b)(12))

Applies only to PHAs with jurisdiction in metropolitan FMR areas

Check here if not applicable ☐

a. The PHA has a written policy to encourage participation by owners of units outside areas of poverty or minority concentration which clearly delineates areas in its jurisdiction that the PHA considers areas of poverty or minority concentration, and which includes actions the PHA will take to encourage owner participation.

PHA Response ◉ **Yes** ○ **No**

b. The PHA has documentation that shows that it took actions indicated in its written policy to encourage participation by owners outside areas of poverty and minority concentration.

PHA Response ◉ **Yes** ○ **No**

c. The PHA has prepared maps that show various areas, both within and neighboring its jurisdiction, with housing opportunities outside areas of poverty and minority concentration; the PHA has assembled information about job opportunities, schools and services in these areas; and the PHA uses the maps and related information when briefing voucher holders.

PHA Response ◉ **Yes** ○ **No**

d. The PHA's information packet for certificate and voucher holders contains either a list of owners who are willing to lease, or properties available for lease, under the voucher program, or a list of other organizations that will help families find units and the list includes properties or organizations that operate outside areas of poverty or minority concentration.

PHA Response ◉ **Yes** ○ **No**

e. The PHA's information packet includes an explanation of how portability works and includes a list of neighboring PHAs with the name, address and telephone number of a portability contact person at each.

PHA Response ◉ **Yes** ○ **No**

f. The PHA has analyzed whether voucher holders have experienced difficulties in finding housing outside areas of poverty or minority concentration and, where such difficulties were found, the PHA has considered whether it is appropriate to seek approval of exception payment standard amounts in any part of its jurisdiction and has sought HUD approval when necessary.

PHA Response ◉ **Yes** ○ **No**

Performance Indicators

8 Payment Standards(24 CFR 982.503)

The PHA has adopted current payment standards for the voucher program by unit size for each FMR area in the PHA jurisdiction and, if applicable, for each PHA-designated part of an FMR area, which do not exceed 110 percent of the current applicable FMR and which are not less than 90 percent of the current FMR (unless a lower percent is approved by HUD). (24 CFR 982.503)

PHA Response ◉ **Yes** ○ **No**

FMR Area Name: Oakland-Fremont, CA, H

FMR 1 of 2

Enter current FMRs and payment standards (PS)

0-BR FMR	2142	1-BR FMR	2385	2-BR FMR	2912	3-BR FMR	3724	4-BR FMR	4413
PS	1933	PS	2153	PS	2641	PS	3494	PS	3988

Save Add Delete

FMR Area Name: Oakland-Fremont, CA HN

FMR 2 of 2

Enter current FMRs and payment standards (PS)

0-BR FMR	2142	1-BR FMR	2385	2-BR FMR	2912	3-BR FMR	3724	4-BR FMR	4413
PS	1935	PS	2233	PS	2761	PS	3609	PS	4217

Save Add Delete

If the PHA has jurisdiction in more than one FMR area, and/or if the PHA has established separate payment standards for a PHA-designated part of an FMR area, add similar FMR and payment standard comparisions for each FMR area and designated area.

9 Timely Annual Reexaminations(24 CFR 5.617)

The PHA completes a reexamination for each participating family at least every 12 months.(24 CFR 5.617)

PHA Response ○ **Yes** ◉ **No**

10 Correct Tenant Rent Calculations(24 CFR 982, Subpart K)

The PHA correctly calculates tenant rent in the rental certificate program and the family rent to owner in the rental voucher program (24 CFR 982,Subpart K)

PHA Response ◉ **Yes** ○ **No**

11 Pre-Contract HQS Inspections(24 CFR 982.305)

Each newly leased unit passes HQS inspection before the beginning date of the assisted lease and HAP contract.(24 CFR 982.305)

PHA Response ◉ **Yes** ○ **No**

12 Continuing HQS Inspections(24 CFR 982.405(a))

The PHA inspects each unit under contract as required (24 CFR 982.405(a))

PHA Response ◉ **Yes** ○ **No**

13 Lease-Up

The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year. The PHA executes assistance contracts on behalf of eligible families for the number of units that has been under budget for at least one year

PHA Response ◉ **Yes** ○ **No**

14 Family Self-Sufficiency (24 CFR 984.105 and 984.305)

14a.Family Self-Sufficiency Enrollment. The PHA has enrolled families in FSS as required. Applies only to PHAs required to administer an FSS program.

Check here if not applicable ☑

a. Number of mandatory FSS slots (Count units funded under the FY 1992 FSS incentive awards and in FY 1993 and later through 10/20/1998. Exclude units funded in connection with Section 8 and Section 23 project-based contract terminations; public housing demolition, disposition and replacement; HUD multifamily property sales; prepaid or terminated mortgages under section 236 or section 221(d)(3); and Section 8 renewal funding. Subtract the number of families that successfully completed their contracts on or after 10/21/1998.)

Or, Number of mandatory FSS slots under HUD-approved exception **(If not applicable, leave blank)**

b. Number of FSS families currently enrolled

c. Portability: If you are the initial PHA, enter the number of families currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

Percent of FSS slots filled (b+c divided by a) **(This is a nonenterable field. The system will calculate the percent when the user saves the page)**

14b. Percent of FSS Participants with Escrow Account Balances.The PHA has made progress in supporting family self-sufficiency as measured by the percent of currently enrolled FSS families with escrow account balances.(24 CFR 984.305)

Applies only to PHAs required to administer an FSS program

Check here if not applicable ☑

PHA Response ○ **Yes** ○ **No**

Portability: If you are the initial PHA, enter the number of families with FSS escrow accounts currently enrolled in your FSS program, but who have moved under portability and whose Section 8 assistance is administered by another PHA

15 Deconcentration Bonus

The PHA is submitting with this certification data which show that :

(1) Half or more of all Section 8 families with children assisted by the PHA in its principal operating area resided in low poverty census tracts at the end of the last PHA FY;

(2) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area during the last PHA FY is atleast two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the last PHA FY; or

(3) The percent of Section 8 mover families with children who moved to low poverty census tracts in the PHA's principal operating area over the last two PHA FY is at least two percentage points higher than the percent of all Section 8 families with children who resided in low poverty census tracts at the end of the second to last PHA FY.

PHA Response ○ **Yes** ◉ **No**

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting Date: August 5, 2026

Agenda Item No.5-2.:	Resolution No. 09-26 Approving Contract for Services to be Provided by Retiree Under Exception to the 180-Day Wait Rule (Action)
Exhibits Attached:	- Resolution No.09-26 - Certification of Compliance for Post-Retirement Employment and/or Contract for Services
Recommendations:	Adopt Resolution Approving Contract for Services to be Provided by Retiree Under Exception to the 180-Day Wait Rule
Financial Statement:	The estimated cost of $50,000 will be absorbed in the current budget.

BACKGROUND

The California Public Employees' Pension Reform Act (C-PEPRA) was signed into law effective January 1, 2013. This legislation comprehensively revised how public agency retirement system benefits are accrued and administered.

Among many changes, C-PEPRA created a provision known as the 180-Day Wait Rule to govern how public entities employ retired annuitants. The Rule requires retired annuitants to wait at least 180 days before being brought back as an employee, contract employee, temporary employee or independent contractor. However, the statute delineating the Rule, Government Code Section 7522.56, also provides some exceptions when:

- The employer certifies the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days has passed; and
- The appointment has been approved by the governing body of the employer in a public meeting; and
- The retiree annuitant certifies in writing to the employer upon accepting an offer of employment or contract for services to be performed that the retiree is in compliance with the requirements of Government Code Section 7522.56.

DISCUSSION and ANALYSIS

The HACA Administration department currently includes two management classifications responsible for analyst functions: Senior Administrative Analyst and Administrative Analyst. The Senior Administrative Analyst is a single incumbent classification, which supervises three Administrative Analyst positions.

The Senior Administrative Analyst is a key senior management role that is responsible for providing highly skilled management, analytical, and technical support for the administration of HACA's housing programs and operations. The position works directly with the Executive Director and Deputy Executive Director. The previous Senior Administrative Analyst incumbent, Jennifer Cado, retired effective July 16, 2026.

Recruitment for the vacancy created by Ms. Cado's retirement is currently in progress. Given the critical importance of the Senior Administrative Analyst position to Housing Authority operations, staff proposes retaining Ms. Cado as an independent contractor to assist in a transition period until HACA hires and fully trains a new Senior Administrative Analyst. Staff anticipate that Ms. Cado will initially assist with high priority functions of the position and will shift to training a new Senior Administrative Analyst to ensure a seamless transition.

Ms. Cado has completed the Certification of Compliance Form for purposes of establishing that has met the requirements for the exception to the 180-Day Wait Rule for the performance of services in the capacity of Senior Administrative Analyst. The Certification of Compliance Form is attached for your reference.

FISCAL IMPACT

The estimated cost for Ms. Cado's contract is $50,000. This is based on an hourly rate of $80.66, which is the maximum of the same salary range assigned to her as a Housing Authority employee. The contract is for a period of six months to allow sufficient time for hiring and fully transitioning to a new Senior Administrative Analyst. As Ms. Cado will not be a Housing Authority employee during this time, no benefits are paid. The cost of the contract will be covered in the current approved budget through salary savings, and no additional budget authority is required.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO.: <u>09-26</u>

RESOLUTION APPROVING CONTRACT FOR SERVICES TO BE PROVIDED BY RETIREE UNDER EXCEPTION TO 180-DAY WAIT RULE

WHEREAS, the California Public Employees' Pension Reform Act ("C-PEPRA") governs how public agency retirement system benefits are accrued and administered; and

WHEREAS, C-PEPRA contains a provision known as the 180-Day Rule ("Rule") to govern how public entities employed retired annuitants; and

WHEREAS, Government Code section 7522.56, the statute governing the Rule, generally requires that post-retirement employment commence no earlier than 180 days after the retirement date; and

WHERAS, Government Code section 7522.56 also provides some exceptions to the Rule when the employer certifies that the nature of the employment and the appointment is necessary to fill a critically needed position before the 180 days has passed; and

WHEREAS, in compliance with Government Code section 7522.56, the Housing Authority of the County of Alameda ("HACA") Housing Commission must provide the Alameda County Employees Retirement Association ("ACERA") this certification resolution when hiring a retiree before one-hundred and eighty (180) days has passed since his or her retirement date; and

WHEREAS, Jennifer Cado, Senior Administrative Analyst, retired from HACA, effective July 16, 2026; and

WHEREAS, given the critical importance of the Senior Administrative Analyst position to HACA's operations, HACA proposes to retain Ms. Cado as an independent contractor to assist in the transition period; and

WHEREAS, the employment shall be limited to nine-hundred and sixty (960) hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties,

WHEREAS, the hourly rate paid to Jennifer Cado will be $80.66 per hour, for the period of this exception, which is the maximum of the same salary range assigned to her when she was a Housing Authority employee; and

WHEREAS, after this 180-day waiting period HACA may offer to increase the hourly rate of pay if it continues to employ Ms. Cado; and

WHEREAS, the estimated cost for Ms. Cado's contract is not to exceed $50,000; and

WHEREAS, Jennifer Cado has not and will not receive any other benefit incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

WHEREAS, the HACA Housing Commission, HACA, and Jennifer Cado certify that Jennifer Cado has not and will not receive any other retirement-related incentives; and

WHEREAS, the HACA Housing Commission hereby approves a contract for services to be provided by Jennifer Cado, a retiree annuitant, to perform critical functions as Senior Administrative Analyst under Government Code section 2122(h), with an effective date to be determined within the 180-day waiting period.

NOW, THEREFORE, BE IT RESOLVED, by the Housing Commission of the Housing Authority of the County of Alameda that it hereby certifies the nature of the contract for services for Jennifer Cado as described herein and that this contract for services is necessary to fill the critically needed functions of the Senior Administrative Analyst position for the Housing Authority of the County of Alameda.

PASSED, APPROVED AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this 5th day of August 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

____
Laura Broussard Rosen
Housing Commission Secretary/Executive Director

Approved:

____
Scott Sakakihara
Housing Commission Chairperson

Adopted: August 5, 2026

Housing Authority of the County of Alameda
HUMAN RESOURCES
22941 Atherton Street
Hayward, CA 94541
510-727-8517 phone
510-886-1964 fax
www.haca.net

ACERA

CERTIFICATION OF COMPLIANCE

FOR POST-RETIREMENT EMPLOYMENT AND/OR CONTRACT FOR SERVICES

NOTICE:

ACERA retirees cannot serve, be employed by, or be employed through a contract directly by any ACERA employer without reinstatement from retirement, except as permitted by state law. The information provided in response to Part A, below, will assist the employing department to determine the retiree's eligibility to return as an annuitant or contract employee. This certification should be completed filed. Contact the employing department representative if there are any questions.

RETIREE INFORMATION:				
Last Name: Cado	First Name: Jennifer	MI: C	ID #: 000138	Expected Break In Service*: 10 calendar days
Date of Retirement: 7/16/2026	Desired Date of Return as Annuitant: 7/27/2026			

*The expected break in service is the number of calendar days between the date of retirement and the expected date of return as a retired annuitant as contract employee or contractor.

PART A: BREAK IN SERVICE INFORMATION (to be completed by retiree):	**CIRCLE ONE:**
1. Did you or will you receive any unemployment insurance compensation within the 12 months prior to the expected date of reemployment or starting date for contract for services?	**YES – not eligible** **NO – continue to #2** ✓
2. Is your expected break in service at least 180 days as a general member?	**YES – go to Part B** **NO – state # of days** ✓
3. If you answered "NO" to question 2, were you given any retirement incentive (e.g., a "golden handshake" such as an additional year of service) upon retirement?	**YES – stop and notify HR** **NO – continue to #4** ✓
4. Name and address of employer(s) prior to ACERA retirement, if any:	

PART B: TERMS OF POST-RETIREMENT SERVICE (to be signed by retiree):	**Please initial your acknowledgment:**
There is a limit of 960 hours of employment per fiscal year. Post-retirement employment shall not exceed a total of 960 hours each fiscal year for all services to any ACERA employers.	I have read and understand this: gc
Limits on hourly rate of pay. The rate of pay for the employment or services to be performed shall not be less than the minimum hourly rate nor greater than the maximum hourly rate as set forth on a published pay schedule for other employees performing comparable duties.	I have read and understand this: gc
No service credit or other retirement benefits. The retiree will not acquire any service credit or retirement benefits under such reemployment without reinstatement to active service and suspension of retirement benefits.	I have read and understand this: gc

I certify that my answers to the questions in Part A are true and correct to the best of my knowledge. I also understand that my re-employment or services proved as a retired annuitant or contract employee must be in compliance with [California Government Code Section 7522.56](). Initials: JC

I further understand that reemployment or providing services to employer must be in compliance with the terms of post-retirement service listed in Part B of this form. Initials: JC

Name of ACERA employer prior to retirement:	Housing Authority of the County of Alameda
Name of employer who made offer to return as retired annuitant or contract employee:	Housing Authority of the County of Alameda
Retiree Signature: Jennifer Cado	Date: Jun 30, 2026
Human Resources or Representative Signature:	Date: Jun 30, 2026
Human Resources or Representative Name: Mildred Otis	Title: Human Resources Manager

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: August 5, 2026

Agenda Item No.5-3:	Resolution No. 10-26 Approving an Amendment to the Operating Budget and Budgeted Positions for the July 1, 2026-June 30, 2027 Fiscal Year (Action)
Exhibits:	None
Recommendation:	Adopt Resolution No. 10-26 Approving an Amendment to the Operating Budget and Budgeted Positions for the July 1, 2026-June 30, 2027 Fiscal Year
Financial Statement:	$73,660

BACKGROUND

The Housing Commission approved HACA's Fiscal Year 2026-2027 Operating Budget and Budgeted Positions at its regular meeting in June 2026. The approved budget for the Housing Choice Voucher program projected a surplus of $76,850 and included 78 approved positions.

DISCUSSION and ANALYSIS

Given the need to address challenges in meeting HUD's compliance requirements, staff has determined that staff capacity for inspections functions needs to be increased. Therefore, staff proposes the addition of a Housing Technician position for FY2026-2027. This addition will increase the number of Housing Technician positions from 2 to 3 and the total budgeted positions from 78 to 79. The additional position will increase the FY2026-2027 Housing Choice Voucher Program budget by $73,660, assuming the position is filled by October 1. If the budget amendment is approved, the revised projected surplus for the HCV Program will be $3,190.

RECOMMENDATION

Staff recommends the Housing Commission approve the amendment to the Operating Budget and Budgeted Positions for the July 1 2026-June 30, 2027 Fiscal Year, by adding a Housing Technician position and increasing the Housing Choice Voucher Program budget by $73,660.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO.: 10-26

APPROVING AN AMENDMENT TO THE OPERATING BUDGET AND BUDGETED POSITIONS FOR THE JULY 1, 2026 – JUNE 30, 2027 FISCAL YEAR

WHEREAS, the Housing Authority of the County of Alameda operates on a July 1 – June 30 fiscal year and HUD funding is provided on a calendar year basis; and

WHEREAS, operating budgets for the Housing Authority's various programs for the July 1, 2026 – June 30, 2027 fiscal year were approved by Resolution No. 06-26; and

WHEREAS, increased staff capacity for inspections functions is necessary to address challenges in meeting HUD's compliance requirements.

NOW, THEREFORE, BE IT RESOLVED, that the Housing Commission does hereby approve the amendment to the Operating Budget and Budgeted Positions for the July 1, 2026-June 30, 2027 fiscal year as proposed by adding a Housing Technician position and increasing the Housing Choice Voucher program budget by $73,660.

PASSED, APPROVED, AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this 5th day of August 2026 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

Scott Sakakihara
Housing Commission Chairperson

Laura Broussard-Rosen
Executive Director/Housing Commission Secretary

Adopted: August 5, 2026

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting Date: August 5, 2026

Agenda Item No.5-4.:	Authorize Contract Extension for Janitorial Services (Action)
Exhibits:	None
Recommendation:	Authorize Executive Director to execute remaining contract extensions
Financial Statement:	Contract amendment in the amount of $139,559.44

BACKGROUND

HACA's Administrative Facility at 22941 Atherton Street in Hayward California requires janitorial services to keep the facility clean and maintain a productive working environment. A Request for Proposals (RFP) was issued on June 12th, 2023, to solicit proposals from qualified licensed and insured contractors to provide labor and equipment for janitorial services at HACA Administrative Offices. Three companies submitted proposals and a selection Committee comprised of the Executive Director, the Deputy Executive Director, and the Facilities Manager selected Karlas Janitorial Services. A one-year contract was executed on August 10, 2023 for an initial term amount of $65,250 and provisions for four one-year extensions at the sole discretion of HACA. Two one-year options were exercised through September 2026 for a total contract amount of $199,691.04.

DISCUSSION

HACA has two option years remaining in the contract for the period September 2026 through September 2028, which would increase the total five-year contract amount to $339,250.48. The total amount exceeds the Executive Director's authority and requires Commission authorization to execute the remaining one-year contract amendments. The incremental cost of the two remaining one-year contract amendments is $139,559.44. HACA is seeking full authorization for the two remaining option years, as it has been satisfied with Karlas Janitorial Services and anticipates executing both remaining option years of the contract. HACA plans to initiate a new solicitation in May 2028 for a successor janitorial contract.

RECOMMENDATION

Authorize the Executive Director to execute amendments to the contract with Karlas Janitorial to extend the performance period through September 2028 for a total not-to-exceed contract amount of $339,250.48.

<u>CLOSED SESSION</u>

August 5, 2006

Pursuant to Government Code §54957
Public Employee Performance Evaluation: Executive Director