

Housing Authority All County I and II

DPSS response to corrective action plan dated 6.14.17

Kowalski, Jill

From: Salas, Linda
Sent: Thursday, June 29, 2017 12:59 PM
To: Kowalski, Jill
Subject: FW: Monitoring Report - Housing Authority Consolidated CA1056L9D081505
Attachments: HA Consolidated Response 6-12-17 DPSS response.docx

Importance: High

From: Kowalski, Jill
Sent: Wednesday, June 14, 2017 7:07 AM
To: Torno, Tanya <TTorno@RIVCO.ORG>
Cc: Concepcion, Rowena <RConcepc@RIVCO.ORG>; Ramirez, Veronica <VErramir@RIVCO.ORG>; Yamasaki, Ryoko <RYyamasa@RIVCO.ORG>; Marshall, Heidi <HMarshall@RIVCO.ORG>; Aguilar, John <JohnAguilar@RIVCO.ORG>; Salas, Linda <LSalas@RIVCO.ORG>; Shiner, Lisa A <LShiner@RIVCO.ORG>
Subject: Re: Monitoring Report - Housing Authority Consolidated CA1056L9D081505
Importance: High

Hi Tanya,

Please see the attached response by DPSS to the documents submitted by the Housing Authority on May 31 as a response to a monitoring report on May 1, 2017.

Thank you,
Jill

From: Torno, Tanya
Sent: Wednesday, May 31, 2017 3:52 PM
To: Salas, Linda
Cc: Kowalski, Jill; Concepcion, Rowena; Ramirez, Veronica; Yamasaki, Ryoko; Marshall, Heidi; Aguilar, John
Subject: RE: Monitoring Report - Housing Authority Consolidated CA1056L9D081505

Good afternoon Linda,

Attached please find a copy of the Housing Authority of the County of Riverside's response and Corrective Action Plan to the Monitoring Visit Report dated May 1, 2017 for the above referenced project.

We greatly appreciate the opportunity to comment and consider it an absolutely privilege to carry out this program for our Continuum of Care. Please feel free to contact me if you have any questions.

Best,
Tanya

From: Salas, Linda
Sent: Tuesday, May 02, 2017 11:02 AM
To: Torno, Tanya
Cc: Kowalski, Jill; Concepcion, Rowena; Ramirez, Veronica; Yamasaki, Ryoko
Subject: Monitoring Report – Housing Authority Consolidated CA1056L9D081505

Good Morning,

Attached you will find the monitoring report for Housing Authority Consolidated CA1056L9D081505. The monitoring visit was conducted on April 4, 2017.

The monitoring report includes a concern related to the Housing Authority not completing the Annual Performance Reports (APRs) as required by HUD (page 4). As stated in the monitoring report, DPSS staff had to complete the Housing Authority's APR for this project because the Housing Authority did not do so after several requests and reminders.

This was cited as a concern because it was not documented in previous monitoring reports, however, DPSS staff also completed APRs for this project in 2014 and 2015. This was because Housing Authority staff did not respond in a timely manner to emails requesting the APR be completed.

It is important to note that all CoC Program funded projects complete and submit their APRs to HUD, as required. If an agency does not complete the APR, this will be noted in the project performance evaluation during the annual review.

If you have any questions please feel free to contact me.

Thank you.

Linda Salas, Program Specialist I
County of Riverside, Dept. of Public Social Services (DPSS)

Adult Services Division - Homeless Programs Unit (HPU)
4060 County Circle Drive
Riverside, CA 92503
Desk (951) 358-4913
Fax (951) 358-7755
LSalas@rivco.org



Department of Public Social Services

Administrative Office: 4060 County Circle Drive, Riverside, CA 92503
(951) 358-3000 FAX: (951) 358-3036

Susan von Zabern, Director

June 29, 2017

Tanya Torno
Housing Authority
5555 Arlington Avenue
Riverside, CA 92504

Grant Number: CA1056L9D081505
Project Name: Housing Authority Consolidated

Dear Ms. Torno:

After careful review of the monitoring response, documents, and corrective action plan provided by the Housing Authority on May 31, 2017, the following has been determined:

Finding 1: Client Individual Service Plans (ISP) and reassessments will remain a finding and part of the monitoring report. The Housing Authority provided the individual service plans for the participants in question; however, the documents were not present during the monitoring and as part of the CoC Program recordkeeping requirements the ISPs must be in the participants' files.

Finding 2: Participant of homeless individuals will remain a finding and part of the monitoring report. This is a CoC Program requirement and part of the regulations. The Housing Authority must provide verification of this requirement.

Finding 3: Correction Action Plans finding will be removed. The Housing Authority provided a corrective action plan to DPSS.

Note: Per the approved scoring criteria under Monitoring Reports, a project can only receive 5 points if there are 0 findings. So, even if the agency has one finding, the score will still be a 0.

Please let me know if you have any questions.

Thank you,

Jill Kowalski, Administrative Services Manager II
County of Riverside Department of Public Social Services
Adult Services Division, Homeless Programs Unit