

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 06 / 30 / 15

2. General Information:

Session: Open Executive - See instructions for the applicable laws, then choose one:

OHA Quarterly Report

Agenda Header: Reports- Oneida Housing Authority Quarterly Report

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. OHA Quarterly Direct Report - Memorandum

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor:

Dale Wheelock, Executive Director Oneida Housing Authority

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Attached is the Oneida Housing Authority - Direct Report for the Quarter Ending June 30, 2015.

- 1) Save a copy of this form for your records.
- 2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org



ONEIDA HOUSING AUTHORITY

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(920) 869-2836 FAX

Memorandum

To: Oneida Business Committee/Tribally Designated Housing Entity
From: Dale Wheelock, Executive Director Oneida Housing Authority *D.W.*
Date: June 30, 2015
Subject: **OBC Direct Reports – Oneida Housing Authority**

Demographic Information:

The Oneida Housing Authority housing stock as of June 30, 2015 includes;
56 Homeownership units (3 homeownership units were conveyed in the last quarter)
291 Rental units

3 Home Grant units

Total 350 units.

The number of persons served each month this quarter is 1,151.

The occupancy rate is **96%** of all the housing stock that is available at the Oneida Housing Authority. Vacant units reflect move outs and maintenance /or rehabilitation of the units to bring them up to occupancy standards.

The workforce for Oneida Housing Authority is 39 employees of whom 31 are enrolled Oneida Tribal members, 2 other native, and 6 non-native. There are 2 vacant OHA positions; Office Manager, and Carpenter that have not been filled due to previous cost containment measures. The Oneida Housing Authority is 100% funded by the Department of Housing and Urban Development. The revenue stream comes from rent receipts, homebuyer payments and annual HUD Indian Housing Block Grant and competitive Indian Community Development Block Grants (ICDBG). There are two open infrastructure ICDBG grants; Elder Village and Uskah Village.

Administration:

The Oneida Housing Authority is in receipt of Housing and Urban Development (HUD) estimated FY 2016 Grant of \$3,841,554. This amount is subject to repayments and adjustments but is very useful in developing the FY 2016 Indian Housing Plan.

Key activities for the past quarter include;

- Oneida Housing Authority (OHA) provided the Tribally Designated Housing Entity (TDHE) two days of on-site HUD training in April regarding TDHE responsibilities, eligible activities under NAHASDA and housing opportunities. HUD staff providing the training that was very informative in responding to Tribal questions regarding NAHASDA. The Executive Director attended HUD sponsored training for Housing Executive Director's in May covering NAHASDA regulations and the new 2 CFR Part 200 regulations. Administration staff has been working on developing the OHA budget and Indian Housing Plan for FY 2016 this past quarter.
- Old Internal Audit High Risk Finding has been unresolved for years and has been researched by the executive director to resolve those findings. The Executive Director has submitted an Action Plan to resolve those finds to the Oneida Business Committee on June 24, 2016. No action was taken on the action plan at the OBC meeting and sent the action plan back to Internal Audit for comments.
- OHA administration has maintained positive communication and relationships with the Chicago HUD grant staff during the quarter.
- OHA Policies, Procedures and Standard Operating Procedures (SOP's) continue to be reviewed and evaluated for modification to improve rental and home ownership lease agreements as well as improve the efficiency of SOP's. To accomplish this task OHA has on staff a Vista volunteer Attorney and a Para-Legal from the Internal Services Division .

New Construction Development:

- Oneida Development Division has oversight and control of all OHA construction projects. The Project Manager has been working closely with OHA staff to ensure the construction projects at Green Valley, Elder Village and Uskah Village proceed on schedule. OHA has provided guidance to the Development Division regarding HUD requirements such as procurement and changes in HUD requirements by the 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Final Guidance.
- In May, OHA completed the process of insurance on units under construction through AmerInd Insurance at Green Valley and Elder Village.
- OHA is in the process of completing the landscape work at the FY 2010 504 Compliant (5 duplexes) units at Green Valley.

The Development Division has a more detailed report on the infrastructure at Elder Village and Uskah Village and construction projects being worked on at Green Valley, Elder Village and Uskah Village.