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SUBMITTAL TO THE BOARD OF COMMISSIONERS  
OF THE HOUSING AUTHORITY OF THE COUNTY OF RIVERSIDE

FROM: Executive Director

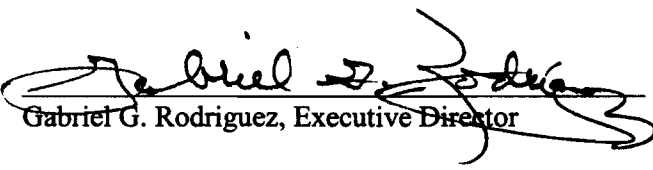
SUBMITTAL DATE: May 24, 1999

SUBJECT: Grand Jury Report: Housing Authority of the County of Riverside

RECOMMENDED MOTION: That the Board of Commissioners:

- 1) Approve, with or without modifications, the attached response to the Grand Jury's recommendations regarding the Housing Authority; and
- 2) Direct the Clerk of the Board to immediately forward the Board's finalized response to the Grand Jury, to the Presiding Judge, and to the County Clerk-Recorder (for mandatory filing with the State).

BACKGROUND: Attached is a report issued on April 1, 1999 by the Riverside County Grand Jury with three (3) findings and recommendations relating to the Housing Authority. These findings focus on the Housing Authority's: 1) waiting list and application form; 2) Housing Assistance Eligibility Booklet; and 3) security entrances at Housing Authority owned apartment complexes.

  
 Gabriel G. Rodriguez, Executive Director

REVIEWED BY EXECUTIVE OFFICE

DATE 6-1-99 *del*

Financial Data

Current Year Cost: n/a	Annual Cost: n/a
Net County Cost: n/a	In Current Year Budget: n/a
Budget Adjustment: n/a	For FY: n/a
Companion Item on Board of Supervisor's Agenda: n/a	
Source of Funds: n/a	

MINUTES OF THE BOARD OF COMMISSIONERS

On motion of Commissioner Tavaglione, seconded by Commissioner Buster and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

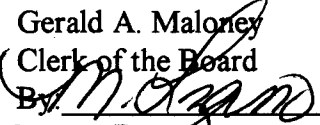
Ayes: Buster, Tavaglione, Venable, Wilson and Mullen

Noes: None

Absent: None

Date: June 8, 1999

xc: Housing Authority, County Clerk-Recorder Deputy  
 Grand Jury, Superior Court

Gerald A. Maloney  
 (Clerk of the Board  
 By 

Prev.Agn.ref.

Depts. Comments

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AGENDA NO.

**HOUSING AUTHORITY OF THE COUNTY OF RIVERSIDE  
RESPONSE TO 1999 GRAND JURY REPORT**

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**RECOMMENDATION:**

- 1. Revise the initial waiting list application form to include specific conditions that could make applicants ineligible for housing assistance, such as, criminal history, illegal drugs, domestic violence, alcohol, past housing problems and lack of proof of U. S. citizenship.**

*RESPONSE:*

*The waiting list form is a self declared statement. Denying or discouraging a person the right to register for the waiting list based on a self screening criteria could result in potentially eligible persons being denied assistance at a later date.*

*The federal regulations require the full application and verification process occur within sixty days of a person being leased under the rental assistance program. To also verify information at the point of waiting list registration would substantially increase the administrative costs.*

**RECOMMENDATION:**

- 2. Simplify the forms in the booklet and eliminate duplication. Reduce attestations by applicants and family members to one signature as required on the final page of the booklet. Reword the terminology so that it can be more easily understood by applicants.**

*RESPONSE:*

*The application form and third party verification process are essential to accurate program eligibility determinations. While a comprehensive application form is the foundation for prevention, detection and documentation of program violations, the Housing Authority agrees that the design of the form and the terminology used must facilitate the obtaining of accurate information. A thorough review of the form for determination of any sections which can be further reduced or simplified has been initiated.*

**RECOMMENDATION:**

- 3. Assure that security is enforced by the resident manager with positive identification required for all visitors. Post signs with entry and exit information applicable to tenants as well as visitors.**

**RESPONSE:**

*While resident security is of utmost concern to the Housing Authority, requiring the resident manager to verify the identification of all visitors could be perceived as a fair housing/civil rights issue. Additionally, in an effort to increase security, all residents are provided magnetic cards or codes for vehicle or pedestrian gate entrances as part of each Housing Authority owned rental housing development. The importance of ensuring security at our sites and the need for improved signs will be reviewed at the next regularly scheduled resident manager meeting and site visits.*

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