



**BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 P.M. Friday, April 21, 2017
GHURA's Main Office
1st floor, Conference Room, Sinajana
AGENDA**

I. ROLL CALL

II. APPROVAL OF PREVIOUS BOARD MINUTES – April 14, 2017

III. CORRESPONDENCE AND REPORTS

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1. Division Quarterly Reports (FY2017, 2nd Quarter)	
a. A&E	1-3
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d. Multi-Family Service Coordinator	7-10
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h. Resident Opportunity and Self-Sufficiency (ROSS)	23-25
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IV. OLD BUSINESS

V. NEW BUSINESS

VI. GENERAL DISCUSSION / ANNOUNCEMENTS

1. Next proposed scheduled Board meeting – Thursday, May 4th
Friday, May 19th

VII. ADJOURNMENT

BOARD OF COMMISSIONERS
REGULAR SCHEDULED MEETING
12:00 p.m., April 21, 2017

GHURA Main Office, 1st floor conference room
Sinajana, Guam
MINUTES

After notice was duly and timely given pursuant to the Open Government Law of Guam and the Bylaws of the Authority, the Board of Commissioners' regular scheduled meeting of **April 21, 2017** at 12:00 p.m. at the GHURA Sinajana Main Office, 1st Floor Conference Room was conducted.

I. ATTENDANCE, QUORUM, AND CALL TO ORDER

COMMISSIONERS PRESENT:	George A. Santos, Chairman Thomas E. B. Borja, Vice Chairman Annabelle M. Dancel, Member Joseph M. Leon Guerrero, Resident Commissioner
COMMISSIONERS ABSENT:	Carl V. Dominguez, Member (excused) Eliza U. Paulino, Member (excused)
BOC LEGAL COUNSEL:	Anthony Perez
MANAGEMENT & STAFF:	Michael J. Duenas, Executive Director Pedro A. Leon Guerrero, Deputy Director Millie Taitano, Special Assistant Torsten Rotrock, GT PSM Patrick Bamba, GT Multi-Family Service Coordinator Norma San Nicolas, S8 Administrator Narcissa Ada, AMP1 PSM Gina Cura, AMP2 PSM Pearl Mendiola, AMP3 PSM Philomena San Nicolas, AMP4 PSM Sandrina Cepeda, FSS PCIII Pauline Santos, FSS PCII Alice James, ROSS PCI

Meeting was called to Order at 12:00p.m. by Chairman Santos who acknowledged the presence of the above attendees. The Chairman then indicated that the minimum number of Commissioners required for a quorum was present and that the meeting could proceed.

Minute No.	Ref. No.	Approval of Previous Board Meeting	Action By:
133/17 134/17		<p>The Chairman called for a motion to be made on the approval of the Minutes for the previous Board Meeting on April 14, 2017.</p> <p>After review and further discussion by the Board Members, a motion was made by Commissioner Dancel and seconded by Resident Commissioner Leon Guerrero to approve the Board Minutes of April 14, 2017 as submitted.</p>	
Minute No.	Ref. No.	Correspondence and Reports	Action By:
135/17		<p>AE Division Quarterly Report (FY2017, 2nd Quarter)</p> <p>Director Duenas updated the Board on some of the situations we are having with the projects due to Mr. Albert Santos being out sick.</p> <p>There are still issues with the Mosquito Lab concerning the performance of the air condition unit in the laboratory area. Mr. A. Santos is looking at the different options and has already consulted with our legal counsel. We are moving forward in resolving the issue. Deputy Director Leon Guerrero stated that he will be reaching out to Mr. Tom Nadeau of Public Health to get them to move in so they can start paying the power and to Mr. Kim from Rex International to get the air condition working consistently and according to performance standards. He will also be working with Mr. Art Mariano from BBMR in getting the remaining grant funds from DOI.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By:
135/17 (continuation)		<p>Regarding the Northern Region Health Center, GFD will not issue an occupancy permit because the fire alarm system for the facility is not functioning. Director Duenas stated that Public Health has to work with GFD in obtaining an alternate to a working fire alarm system. GHURA has completed all the work and we have done our part.</p> <p>The upgrade of the Astumbo Gym is to modify the gym so it can serve as a Tier II Shelter in the aftermath of a storm. Families can move out of the schools and into the gym so the schools can reopen. The work has started and the gym has been closed and is now in the hands of the contractor. The estimated completion date is October 16th of this year.</p> <p>With the Central Police Precinct, the main push back is with the Guam Fire Department. The sprinkler system was designed just for the holding cell but now GFD is inquiring about the rest of the working area. Another issue is getting a working fire hydrant near the site so a flow test can be administered. Director Duenas stated that this is not our typical design build contract and that the design work was done separately. At this time, the design team assured us that there was no need to extend the sprinkler system throughout the facility. The design team is working to resolve this issue with GFD on this. As soon as it's rectify then construction can begin. Director Duenas stated that Mr. A. Santos is working with the AMP Managers to evaluate what vacant units needs to go under Modernization. There is a specific criteria that HUD uses and we need their approval before a unit goes under Modernization.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By
135/17 (continuation)		<p>When a unit is place under Modernization, it does not count as a vacant unit.</p> <p>Work has already started with the changing out of the windows at the elderly housing at all the AMPS. Deputy Director Leon Guerrero has confirmed that it is currently being done at Agat elderly. The modernization of the 12 units at AMP4 is almost completed.</p> <p>Mr. A. Santos met with Umatac Mayor in regards to his wish list and what can actually be done. There are limitations due to the size and location of the field. An agreement has been reached and the scope of work for the design build will begin.</p>	
136/17		<p>Procurement Division Quarterly Report (FY2017, 2nd Quarter)</p> <p>Director Duenas stated that these are the 1st and 2nd Quarter reports for our procurement activities. The report is generated by the 4 AMP sites and by the buyer supervisor here at the Central Office. The AMP managers have procurement authority for anything up to \$2,000. Their staff will prepare the purchase orders, bring it to Central Office for review and certification of funds by our controller, and then it is signed by the director. All the leg work is done by the 4 AMPS. The 4 AMPS generated 35 percent of the 322 purchase orders that was issue out in the 1st quarter. It also shows the breakdown by categories such as office supplies and consumables. In the 2nd quarter, the bulk of the procurement activities were generated from the 4 AMPS for consumable inventories which were purchased in preparation for our REAC inspection.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By
137/17		<p>Guma Trankilidat Division Report</p> <p>Mr. Torsten Rotrock stated that they are currently leased up and have 37 people on the waitlist. One is scheduled to move out at the end of the month in which they are moving off-island and a family is set to move in the following month. They received an average of 1 work order per day whether it's emergency or non-emergency. An average 2 day completion date due to not having the part on hand and having to wait for the purchase order to be prepared and approved to get the part. There is a 99 percent collection rate in which some months are over the 100 percent due to the tenant leaving off island for medical and would like to pay for the month in advance to avoid getting charged the late fee.</p>	Torsten Rotrock
138/17		<p>Multi-Family Service Coordinator Report</p> <p>Mr. Patrick Bamba stated that his responsibility is to help the residents of GT gain access to services whether its governmental or non-governmental that are needed based on their situation. Healthcare, Public Assistance, or Transportation are some examples of services. He has serviced 34 of the 56 residents located at GT. The remaining residents who don't seek assistance have been in the system so long that they already know what to do. There are very few who seek new services, many come for services that they are having difficulty in obtaining such as Medicare and Transportation. Another of his responsibility is to work with community organizations who want to come in and offer their services such as giving out free haircuts, coloring, and manicures.</p>	Patrick Bamba

Minute No.	Ref. No.	Correspondence and Reports	Action By
138/17 (continuation)		Most Residents take advantage of these services. He will be working with the Guam Energy Office and other organizations that will assist in educating the residents on conserving power.	
139/17		<p>Section 8 Division Quarterly Report (FY2017, 2nd Quarter)</p> <p>Ms. Norma San Nicolas stated that the report provided is the Basic Voucher Report. The Family Unification and Non-Elderly lease up is at 112 and 157. They are currently under utilized due to no one being on the waiting list. They haven't been getting any referrals from their partner agencies. The overall leased up rate is at 2,430. There are 1,426 on the waitlist. The last 125 from the old waitlist and 100 from the lottery waitlist have been selected and given a voucher to search for a unit so there is a total of 225 families out there looking for a unit. The normal amount of families given a voucher is between 50 to 75 families. 60 days is the given time frame to look for a unit but extensions for up to 120 days may be issued at their request. If they are disabled they are also given an extra 120 days. Ms. San Nicolas stated that her staff also help families search for a unit if they are disabled or have no transportation to do so. They basically provide a listing to the family in what is available for them. 87 percent usually find a unit within the 60 days. Some families have a difficult time in obtaining a unit due to not having the funds for security deposit or because they currently have bad credit with GPA or GWA.</p>	Norma San Nicolas

Minute No.	Ref. No.	Correspondence and Reports	Action By
140/17		<p data-bbox="662 306 1273 380">Public Housing Division Quarterly Report</p> <p data-bbox="662 432 1273 590">Deputy Director Leon Guerrero introduced the AMP Managers as Narcissa Ada for AMP1, Gina Cura for AMP2, Pearl Mendiola for AMP3, and Philly San Nicolas for AMP4.</p> <p data-bbox="662 642 1273 852">Deputy Director stated that all four AMPS passed the last REAC inspection we had in March. AMP2 scored the highest with an 80 allowing them a free pass with next inspection at the end of the year.</p> <p data-bbox="662 905 1273 1577">AMP1 is at 100 percent occupied. AMP2 has 11 vacant units and although the waitlist is close and they have families ready to move in, more units are becoming vacant as they address non-paying tenants as well as those tenants with utility disconnection. With AMP3, the vacancy has gone down a little and they are doing their best in getting the occupancy rate up. Out of the 15 units that are under MOD at AMP4, 10 of them will be turned over to Philly. She has families already lined up to move in. HUD target for occupancy is 98 percent which shows that some AMPS need more help than others and the managers are working hard in filling up those vacancies.</p> <p data-bbox="662 1629 1273 1818">Commissioner Dancel inquires on what AMP1 is doing that it continues to remain at 100 percent occupancy. Ms. N. Ada states her area is centrally located and basically that is where everyone prefers to stay.</p>	<p data-bbox="1317 306 1446 422">Pedro Leon Guerrero</p>

Minute No.	Ref. No.	Correspondence and Reports	Action By
140/17 (continuation)		<p>Deputy Director Leon Guerrero stated that the Unit Turnover time is the number of days it takes for the unit to be ready from the time the old tenant moves out to the time the new tenant moves in. 30 days or less is the set time aimed for. As the maintenance is working on getting the unit ready, the people in the office are working on getting the perspective tenant lined up and ready for the unit.</p> <p>Vice Chairman Borja inquired on the difference between the make ready time and the down time with the units. Deputy Director Leon Guerrero stated that the make ready time is when the maintenance is actually working on the unit. The down time is when the unit just sits awaiting on the maintenance due to the availability of manpower and if the extent of the work needed is minimal or awaiting the decision from our architectural engineers whether the unit will go under MOD or not.</p> <p>Deputy Director Leon Guerrero stated that the collection target is 95 percent in which some AMPS need more help in that area than others. The AMPS are being more aggressive now in collecting and it has been approving.</p> <p>Commissioner Dancel inquired what is done if a tenant owes GHURA a lot and has moved out of the unit. Ms. N. Ada responded saying that they will continue to contact the former tenant reminding them to make payment and after 3 months, then it is written up in sent to Revenue & Taxation for tax garnishment.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By
140/17 (continuation)		<p>Vice Chairman Borja requested the AMP managers to lessen the amount of days for collection rather than waiting the 90 days. Chairman Santos request for the Deputy Director to work with the AMP managers in tightening up the receivable collection procedure stating that the money saved in doing so can be used in other areas.</p> <p>Chairman Santos along with the rest of the Board congratulated the AMPS with a job well done in getting a passing REAC score.</p>	
141/17		<p>Family Self-Sufficiency (FSS) Report</p> <p>Ms. Pauline Santos stated that there are 120 active participants in the program, 99 from Section 8 and 21 from Public Housing. Since the program was implemented in 1997, there have been 81 participants who have graduated from the program. Currently, there are 99 participants who hold escrow accounts.</p> <p>Ms. N. San Nicolas stated that the participant has 5 years to meet their goals and when they do, they get their escrow funds and are able to use it towards their goal. Most of the participants are females, single mothers, or those who have little to no job skills.</p> <p>Ms. N. San Nicolas stated that Ms. Pauline Santos and Ms. Sandrina Cepeda job consists of linking services needed for participants to complete their goals. They also assist in many of the outreach programs.</p>	

Minute No.	Ref. No.	Correspondence and Reports	Action By
142/17		<p data-bbox="662 300 1268 373">Resident Opportunity Self Sufficiency (ROSS) Report</p> <p data-bbox="662 411 1268 594">Director Duenas stated that the ROSS program focuses on the elderly and persons with disability under our Public Housing Program and introduced Ms. Alice James who is the ROSS program coordinator.</p> <p data-bbox="662 636 1268 1339">Ms. A. James stated that the report provided shows a snapshot of the service activities from the period of March 2016 to February 2017. The program is funded through a 3 year grant. It was designed to assist those by providing linkage through support services that will help them maintain and sustain independence. Within this period, she serviced 50 individuals by conducting assessments, case managements, outreach clinics and nutrition classes. She also assist them in obtaining their benefits and entitlements, information related to transportation, home delivered meals through Catholic Social Services, and employment and education through Department of Labor. She also gives out referrals and follows up with service providers on behalf of the clients.</p> <p data-bbox="662 1381 1268 1602">Ms. A. James stated that she attends workshops, take online webinars, and is looking into attending off island conferences that are relating to her field of work and that will assist her in assisting her clients.</p>	Alice James

Minute No.	Ref. No.	Correspondence and Reports	Action By
143/17		<p>Public Housing Assessment System (PHAS) Score Report for Interim Rule</p> <p>Director Duenas informed the Board that he received GHURA's PHAS score, which reflects the results of the REAC inspection.</p> <p>We scored 82 out of 100 percent. The score does not reflect the annual audit, so there may be an adjustment reflected under Management. Revision to the score may be made after June 2017.</p> <p>Director Duenas stated that he expects to maintain a passing score despite the results of the audit. A passing score is 70 and GHURA is currently classified as a standard performer.</p>	
Minute No.	Ref. No.	General Discussion / Announcements	Action By
144/17		Next Proposed Scheduled Meetings May 4 th and 19 th	

145/17

ADJOURNMENT

There being no further business before the Board, a motion was made by **Vice Chairman Borja** and Seconded by **Commissioner Dancel**, which was unanimously agreed upon, to adjourn the meeting. The meeting was adjourned at 1:53 p.m.

(SEAL)



MICHAEL J. DUENAS
Board Secretary/Executive Director

A/E Division
Project Activities
 [March 2017]

Project	Contractor	Contract Amount	NTP	CCD	Status	Program/Grant	Remarks
1. Sinajana Lots No. 70, 71, & 76						Yona Reserve	Lot 70 owner has accepted offer, lot 71 owner rejected our offer and has submitted an counter boundary realignment which will impact lot 70. Lot 71 owner is requesting to meet with board.
2. Mosquito Lab	Rex Intentional	\$2,178,200.00 CO#1- \$321,890.81 CO#2 \$98,797.36	11/21/13	Sept 29, 2016	100%	DOI	Lab area A/C system, contractor reworking lab area a/c system somehow not functioning to its' full capacity. Contractor continues to pay for power until resolve, heat coils are currently being fab to resolve both RH and coldness
3. Modification to Northern Region Health Center	P & E Construction	\$277,802.91	6/16/15	3/30/16	99%	SAMSA	GFD will not sign off on the occupancy until DPHSS corrects the fail fire inspection for the main facility which is not part of GHURA's contract.
5. Up-grade of Astumbo Gym	Architect Laguana P & E Construction	\$78,335.84 \$710,014.33	7/19/16 2/14/17	11/30/16 10/16/17	100% Work has started	CDBG CDBG	Design completed, Building permit issued

Project	Contractor	Contract Amount	NTP	CCD	Status	Program/Grant	Remarks
6. Central Police Precinct	Taniguchi Ruth Makio Architects REX INT.	\$121,000.00 \$2,937,300.00 Due to funding Initial award \$1,950,216.05 Upon reprogramming of funds, \$987,083.95	8/21/16 3/27/17	11/21/16 2/12/18	100%	CDBG CDBG	Drawings submitted for permitting
7. Modernization of Units at various amps						Cap Funds	Working with the various AMPs to qualify vacant units for MOD
8. Astumbo Affordable Homes 5 homes	P & E Construction	\$680,125.00	9/28/16	6/18/17	35%	HOME	Delay in release of permitting, contractor has completed all foundation and walls are at 50% completed
9. Repair of 15 homes, Talofoto, Merizo and Yigo	Genesis Tech Base Bid 2 AM Manabat Base Bid 3	\$95,300.00 \$111,800.00	11/10/16	1/30/17	100%	G500	Closeout documents submitted
10. surveillance camera and equipment at DPHSS Lab in Dededo,	Pacific Data Systems	\$24,500.00	11/10/16	12/30/16	95%	DOI	Delay due to DPHSS changing location for monitors hand over schedule for 1/6/17

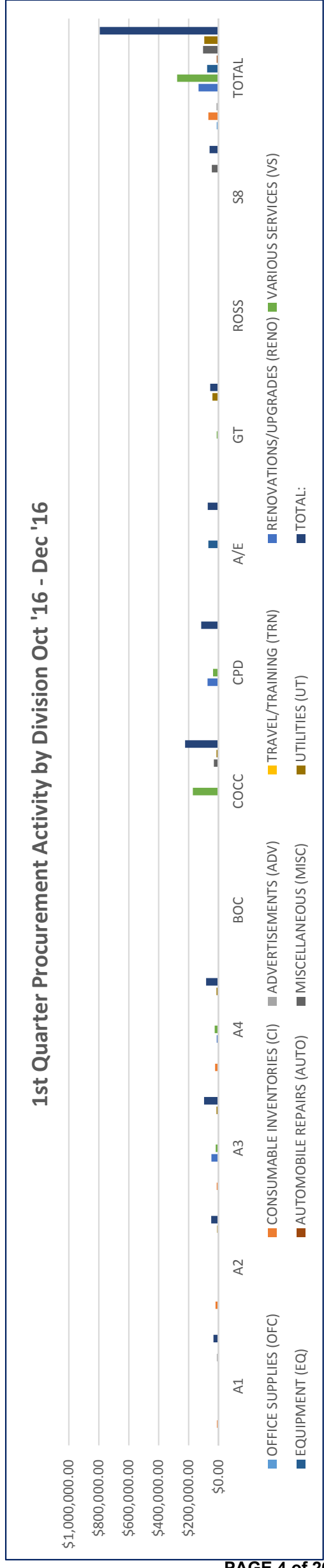
Project	Contractor	Contract Amount	NTP	CCD	Status	Program/Grant	Remarks
11. Change out of Elderly Windows at all AMPs	P&E Construction	\$336,200.00	11/22/16	5/2/17	20%	Cap Funds	Delay in materials from off island, contractor working to make up time
12. Modernization of 12 Units at AMP 4	Asian Pacific	\$151,128.00 Base bid #1	2/27/17	4/27/17	75%	Cap Funds	
	Gensis Tech	\$116,000.00 Base bid 2	2/27/17	4/27/17	85%	Cap funds	
13. Umatac Baseball Field up-grade						CDBG	FONSI advertised

Guam Housing and Urban Renewal Authority
1st Quarter Procurement Report - October 2016 - December 2016

1ST QUARTER OCT 2016 - DEC 2016

	A1	A2	A3	A4	BOC	COCC	CPD	A/E	GT	ROSS	S8	TOTAL
OFFICE SUPPLIES (OFC)	\$282.00	\$825.00	\$1,185.80	\$2,571.91	\$0.00	\$390.00	\$0.00	\$0.00	\$0.00	\$357.16	\$5,909.29	\$ 11,521.16
CONSUMABLE INVENTORIES (CI)	\$11,420.76	\$20,934.48	\$12,801.85	\$22,619.16	\$0.00	\$0.00	\$0.00	\$0.00	\$447.07	\$0.00	\$0.00	\$ 68,223.32
ADVERTISEMENTS (ADV)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,800.00	\$1,188.70	\$3,465.00	\$0.00	\$0.00	\$3,865.00	\$ 13,318.70
TRAVEL/TRAINING (TRN)	\$0.00	\$0.00	\$0.00	\$0.00	\$3,467.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 3,467.25
RENOVATIONS/UPGRADES (RENO)	\$0.00	\$0.00	\$47,200.00	\$12,637.90	\$0.00	\$0.00	\$73,079.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 132,917.75
VARIOUS SERVICES (VS)	\$5,690.40	\$3,791.01	\$18,562.06	\$25,134.03	\$0.00	\$171,917.08	\$37,273.40	\$0.00	\$12,841.56	\$0.00	\$681.90	\$ 275,891.44
EQUIPMENT (EQ)	\$0.00	\$6,214.99	\$0.00	\$0.00	\$0.00	\$1,435.00	\$0.00	\$68,264.44	\$0.00	\$0.00	\$0.00	\$ 75,914.43
AUTOMOBILE REPAIRS (AUTO)	\$400.90	\$5,204.00	\$950.00	\$158.77	\$0.00	\$60.00	\$0.00	\$0.00	\$1,501.20	\$0.00	\$3,852.58	\$ 12,127.45
MISCELLANEOUS (MISC)	\$9,999.61	\$2,573.65	\$2,356.66	\$6,122.68	\$0.00	\$31,713.54	\$4,699.25	\$0.00	\$1,003.71	\$0.00	\$45,424.46	\$ 103,893.56
UTILITIES (UT)	\$5,802.30	\$9,688.07	\$12,987.87	\$13,128.48	\$0.00	\$13,463.48	\$0.00	\$0.00	\$40,457.55	\$0.00	\$0.00	\$ 95,527.75
TOTAL:	\$ 33,595.97	\$ 49,231.20	\$ 96,044.24	\$ 82,372.93	\$ 3,467.25	\$ 223,779.10	\$ 116,241.20	\$ 71,729.44	\$ 56,251.09	\$ 357.16	\$ 59,733.23	\$ 792,802.81

	A1	A2	A3	A4	PROC	TOTAL
NUMBER OF PURCHASE ORDERS	39	49	40	79	115	322
NUMBER OF CANCELLED POS	0	5	0	1	2	8
NUMBER OF AMENDED POS	0	0	0	0	1	1

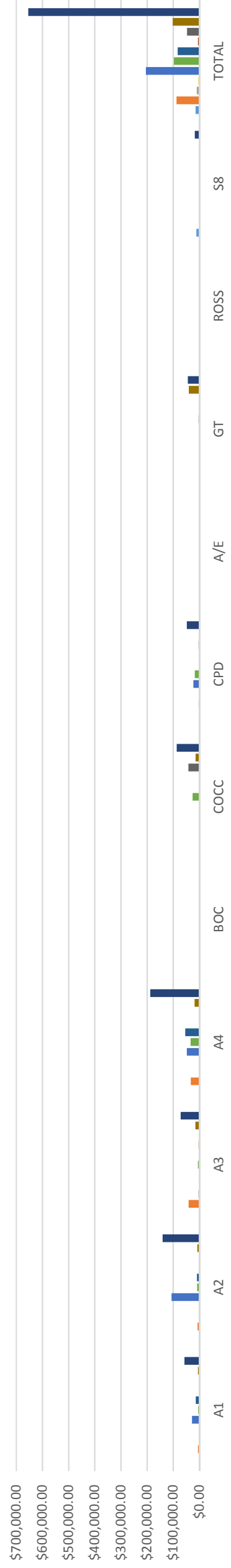


2ND QUARTER JAN 2017 - MAR 2017

	A1	A2	A3	A4	BOC	COCC	CPD	A/E	GT	ROSS	S8	TOTAL
OFFICE SUPPLIES (OFC)	\$0.00	\$324.00	\$315.00	\$1,000.00	\$0.00	\$0.00	\$503.40	\$0.00	\$236.00	\$0.00	\$ 11,805.15	\$ 14,183.55
CONSUMABLE INVENTORIES (CI)	\$5,193.58	\$6,706.90	\$40,952.70	\$32,966.69	\$0.00	\$1,351.06	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 87,170.93
ADVERTISEMENTS (ADV)	\$0.00	\$0.00	\$3,986.00	\$0.00	\$0.00	\$384.00	\$3,288.00	\$0.00	\$0.00	\$0.00	\$2,245.00	\$ 9,903.00
TRAVEL/TRAINING (TRN)	\$0.00	\$0.00	\$0.00	\$0.00	\$960.00	\$1,456.00	\$949.00	\$0.00	\$0.00	\$255.00	\$0.00	\$ 3,620.00
RENOVATIONS/UPGRADES (RENO)	\$28,188.00	\$106,292.15	\$0.00	\$47,593.00	\$0.00	\$0.00	\$22,502.85	\$0.00	\$0.00	\$0.00	\$0.00	\$ 204,576.00
VARIOUS SERVICES (VS)	\$4,908.81	\$8,517.64	\$5,661.00	\$33,188.18	\$0.00	\$25,987.64	\$17,204.38	\$0.00	\$119.32	\$0.00	\$1,669.67	\$ 97,256.64
EQUIPMENT (EQ)	\$13,487.00	\$9,181.00	\$1,557.99	\$54,092.00	\$0.00	\$1,190.00	\$0.00	\$0.00	\$2,778.00	\$0.00	\$468.99	\$ 82,754.98
AUTOMOBILE REPAIRS (AUTO)	\$105.00	\$609.00	\$3,083.55	\$435.00	\$0.00	\$0.00	\$0.00	\$405.00	\$0.00	\$0.00	\$1,054.46	\$ 5,692.01
MISCELLANEOUS (MISC)	\$0.00	\$1,138.62	\$483.99	\$0.00	\$200.00	\$41,600.41	\$3,074.95	\$0.00	\$170.96	\$0.00	\$244.73	\$ 46,913.66
UTILITIES (UT)	\$5,147.32	\$7,968.86	\$15,529.32	\$18,541.58	\$0.00	\$14,288.78	\$0.00	\$0.00	\$40,464.18	\$0.00	\$0.00	\$ 101,940.04
TOTAL:	\$ 57,029.71	\$ 140,738.17	\$ 71,569.55	\$ 187,816.45	\$ 1,160.00	\$ 86,257.89	\$ 47,522.58	\$ 405.00	\$ 43,768.46	\$ 255.00	\$ 17,488.00	\$ 654,010.81

	A1	A2	A3	A4	PROC	TOTAL
NUMBER OF PURCHASE ORDERS	46	56	62	97	96	357
NUMBER OF CANCELLED POS	0	0	0	4	0	4
NUMBER OF AMENDED POS	0	0	0	0	0	0

2nd Quarter Procurement Activity by Division Jan '17 - Mar '17



Guam Housing and Urban Renewal Authority

GUMA TRANKILIDAT

January 2017 - March 2017 Quarterly Report

Physical Occupancy		JAN	FEB	MAR
	Total Units	49	49	49
	Occupied Units	48	48	48
	Vacant Units	1	1	1
	Unit under Reno *	1	1	1
	Gross Occupancy (ACTUAL)	98.0%	98.0%	98.0%

Waiting List		JAN	FEB	MAR
a.	Applications on Waiting List	42	42	43
b.	In Process	2	2	1

Move-Ins, Move-Outs		JAN	FEB	MAR
a.	Move-ins	0	0	0
b.	Move-outs	1	0	0
c.	Evictions	0	0	0
d.	Abandoned Units	0	0	0
e.	ITVs	0	0	1
f.	Make ready-time	0	0	0
g.	Lease-up time	0	0	0
h.	Deceased	1	0	0
i.	Total Turnaround	0	0	0

Emergency Work Orders		JAN	FEB	MAR
	Total number of emergency work orders.	0	1	0
	Total number of emergency work orders completed / abated within 24 hours.	0	1	0
	Percentage of emergency work orders completed / abated within 24 hours.	0%	100%	0%

Non-Emergency Work Orders		JAN	FEB	MAR
	Total number of non-emergency work orders.	28	11	28
	Total number of calendar days it took to complete non-emergency work orders.	32	12	96
	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years.	0	0	0
	Average completion days.	1.14	1.09	3.43

Tenant Accounts Receivables (TARs)		JAN	FEB	MAR
	Beginning Rent Receivable	\$ 7,141	\$ 6,781	\$ 6,585
	Rent charged	\$ 8,112	\$ 8,071	\$ 7,911
	MONTH	JAN	FEB	MAR
	TOTAL RENT: (FORMULA)			
	Rent paid	\$ 8,472	\$ 8,293	\$ 7,793
	Ending Rent Receivable (FORMULA)	\$ 9,065	\$ 8,670	\$ 7,608
	Collection rate (Percentage %) (FORMULA)	104%	103%	99%

Note: Collection Rate is based on the Rent paid/Rent charged.

MULTIFAMILY SERVICE COORDINATOR PROGRAM

Status Report

PROJECT SUMMARY

My goal is to ensure that Residents of Guma Trankilidat maintain independent living by providing outreach and assisting residents to access available services.

REPORT DATE	PROJECT NAME	PREPARED BY
December 2016 – April 2017	Multifamily Service Coordinator Program	Patrick Bamba

RESIDENT STATISTICS

➤ TOTAL NUMBER OF RESIDENTS SERVED: **56**

➤ Resident Age Ranges

Age 18 - 61 (non-elderly people w/disabilities) = **9**

Age 62- 80 = **14**

Age 81 - 95 = **33**

Over Age 96 = **0**

➤ Total number of residents who utilized the SC during this reporting period = **34**

SERVICE COORDINATION PERFORMED

Service/Activities:	# Individuals	Service/Activities:	# Individuals
Advocacy	1	Healthcare Services	4
Assessments	2	Home Management	*6
Benefits/Entitlements	2	Isolation Intervention	1
Case Management	2	Meals	4
Conflict Resolution	*2	Resident Councils	3
Crisis Intervention/Support Counseling	*2	Tax Preparation Services	1
Other	1	Transportation	*1

*Multiple services provided to individual residents

MULTIFAMILY SERVICE COORDINATOR PROGRAM

Status Report

ADMINISTRATIVE TASKS

Task:	Percentage:	Task:	Percentage:
Contact with outside service providers	25 %	Paperwork not related to residents	5 %
Direct contact with project and neighborhood residents	10 %	Researching available services	15 %
Documentation of resident files	10 %	Meetings with property management staff	10 %
Other	25%		

Total - 100 %

EDUCATION / PREVENTIVE HEALTH PROGRAMS

UPCOMING EVENT

Agency/Organization: *Manguiya Fellowship of Seventh Day Adventists organization*

Activity: Health Screening, Healthy Eating Dialogue and Doctor's Consultation

Date: Saturday, May 6, 2017

COMMUNITY ENGAGEMENT

Agency/Organization: *John F. Kennedy High School – Close Up Club*

Activity: Christmas Luncheon

Date: Saturday, December 17, 2017

Number of Participants: 27 Residents

Outcome: The residents enjoyed Chamorro cuisine and fellowship provided by their hosts. They participated in caroling and a special performance by the club members.

Agency/Organization: *Korean Bowling Association*

Activity: Free Haircut, Color and Manicures

Date: Monday, December 26, 2017

Number of Participants: 15 Residents

Outcome: The service was appreciated by the residents.

MULTIFAMILY SERVICE COORDINATOR PROGRAM

Status Report

COMMUNITY ENGAGEMENT

Agency/Organization: *Manguiya Fellowship of Seventh Day Adventists*

Activity: Christmas Caroling

Date: Wednesday, December 18, 2017

Number of Participants: 33 Residents

Outcome: The residents enjoyed Christmas carols performed by the Manguiya Fellowship of SDA and also sang along to popular traditional carols. Each resident was also given a gift bag consisting of fruits and toiletries.

Agency/Organization: *Our Lady of Blessed Sacrament Church – Agana Heights*

Activity: Visit and Gift Bag Presentation

Date: Tuesday, January 24, 2017

Number of Participants: 56 Residents

Outcome: Parishioners from Our Lady of the Blessed Sacrament Church in Agana Heights visited with Guma Trankilidat residents and distributed gift bags consisting of toiletries to all 56 residents. The residents appreciated receiving the gift bags.

Agency/Organization: *Korean Bowling Association*

Activity: Free Haircut, Color and Manicures

Date: Monday, February 12, 2017

Number of Participants: 12 Residents

Outcome: The service was appreciated by the residents.

Agency/Organization: *John F. Kennedy High School – Close Up Club*

Activity: Valentine's Luncheon

Date: Saturday, February 18, 2017

Number of Participants: 40 Residents

Outcome: The residents enjoyed Chamorro cuisine and fellowship provided by their hosts. They enjoyed a special performance by club members.

Agency/Organization: *University of Guam, Soroptimist Sigma Fraternity*

Activity: Sweethearts Luncheon

Date: Saturday, February 25, 2017

Number of Participants: 43 Residents

Outcome: The residents enjoyed Fiesta lunch, music and entertainment was provided by the Soroptimist Sigma members. They ended the afternoon dancing to music provided by a D.J.

UPCOMING EVENT

Agency/Organization: *Secular Franciscan Order, Saint Padre Pio Fraternity*

Activity: Easter Mass and Luncheon

Date: Saturday, April 29, 2017

MULTIFAMILY SERVICE COORDINATOR PROGRAM

Status Report

RESIDENT PROBLEMS / ISSUES

CASE #1.

Two Guma Trankilidat residents living in the same housing cluster have had a long lasting dispute (mostly caused by rumors of bad talk with other GT residents and employees from surrounding retail establishments). There is a big misunderstanding of what the root issue may be, however both residents have their reasons for not liking the other and neither residents communicate with each other.

I have suggested to each resident that professional mediation services are available; however neither resident is willing to meet with the other. Both residents are happy to just avoid the other altogether. I continue to monitor the situation.

CASE #2.

A mobility challenged wheelchair confined GT resident that requires para-transit services was being transported by a Guam Regional Transportation Authority's Para-transit bus from the Guam Memorial Hospital Emergency Room back home to Guma Trankilidat after being treated for a health-related episode. On this particular occasion, the accessible bus dispatched to transport this GT resident did not have a functioning wheelchair lift. The resident had to be assisted by his caregiver on and off the bus. While disembarking, the resident slipped on the 2nd step causing him to trip resulting in a minor injury.

I assisted the resident with all the required documentation and correspondence to file a claim against the transit authority and the bus contractor. The issue has been resolved.

Voucher Management System

UML and HAP

PHA Number	GA901	PHA Name	Guam Housing & Urban Renewal Authority				Reporting Month/Year	February 2017
Current Status	SAV Saved							
	UML	UML Last Month	Avg UML 12Mo	Avg UML YTD	HAP Last Month	Avg HAP 12 Mo	Avg HAP YTD	
Vouchers under lease on the First Day of the Month								
Rental Assistance Component 1 (RAD1)	0	0	0	0		\$0	\$0	
Rental Assistance Component 2 (RAD2)	0	0	0	0		\$0	\$0	
Litigation			0	0		\$0	\$0	
Homeownership			0	0		\$0	\$0	
New This Month			0	0				
Moving To Work	0	0	0	0		\$0	\$0	
One Year Mainstream - MTW	0	0	0	0		\$0	\$0	
Family Unification - Non MTW	112	111	114	111	\$127,956	\$130,276	\$126,414	
Family Unification Pre2008 - MTW	0	0	0	0		\$0	\$0	
Family Unification 2008/Forward - MTW	0	0	0	0		\$0	\$0	
Non Elderly Disabled - Non-MTW	157	155	155	155	\$126,402	\$142,636	\$130,236	

	UML	UML Last Month	Avg UML 12Mo	Avg UML YTD	HAP	HAP Last Month	Avg HAP 12 Mo	Avg HAP YTD
Non Elderly Disabled 2008 Forward - MTW	0	0	0	0			\$0	\$0
Portable Vouchers Paid	22	22	18	22	\$18,355	\$18,806	\$15,743	\$18,806
HOPE VI			0	0			\$0	\$0
Tenant Protection	0	0	0	0			\$0	\$0
Enhanced Vouchers	0	0	0	0				
Veterans Affairs Supported Housing (VASH) Voucher	39	38	36	38	\$27,377	\$27,044	\$27,002	\$27,044
DHAP to HCV Vouchers Leased			0	0			\$0	\$0
All Other Vouchers	2,070	2,068	2,098	2,068	\$2,063,694	\$2,100,559	\$2,146,521	\$2,100,559
MTW - Family Unification 2008/Forward HAP expenses after the First of the Month							\$0	\$0
MTW - Family Unification pre-2008 HAP After the First of the Month							\$0	\$0
MTW - Non-Elderly Disabled 2008/Forward HAP Expenses after the First of the Month							\$0	\$0

	UML	UML Last Month	Avg UML 12Mo	Avg UML YTD	HAP	HAP Last Month	Avg HAP 12 Mo	Avg HAP YTD
MTW - VASH HAP Expenses after							\$0	\$0
MTW - One year Mainstream HAP After the							\$0	\$0
FSS Escrow Deposits							\$4,905	\$6,282
All Voucher HAP Expenses After the First of Month							\$16,160	\$25,201
Total Vouchers	2,400	2,394	2,423	2,394	\$2,405,612	\$2,434,542	\$2,483,246	\$2,434,542
Other Voucher Reporting Requirements								
	UML	UML Last Month	Avg UML 12Mo	Avg UML YTD	HAP	HAP Last Month	Avg HAP 12 Mo	Avg HAP YTD
Number of Vouchers Under Lease (HAP Contract) on the last day of the Month	2,430	2,424	2,419	2,424				
HA Owned Units Leased - included in the units leased above			0	0				
New vouchers issued but not under HAP	124	136	60	136				
Portable Vouchers Administered (Port In)			0	0			\$0	\$0
5 Year Mainstream	0	0	0	0			\$0	\$0

Other Income and Expense

Other Income and Expense		
Memorandum Reporting		
Fraud Recovery Total Collected This Month		1,143
Interest or other income earned this month from the investment of HAP funds		219
FSS Escrow Forfeitures This Month		20,776
Number of Hard to House Families Leased		23
Number of LBP Initial Clearance Tests		
Number of LBP Risk Assessments		
Portable HAP Costs Billed and Unpaid - 90 Days or older		
Administrative Expenses		
FSS Coordinator Expenses Covered by FSS Grant		0
FSS Coordinator Expenses Not Covered by FSS Grant		
Non - MTW Administrative Expenses		157,044
Audit		5,387
Financial Status		
Unrestricted Net Position (UNP) as of the Last Day of the Month		-1,888,306
Restricted Net Position Funds (RNP) as of the Last Day of the Month		1,034,157

Guam Housing and Urban Renewal Authority

1	Narcissa Ada	2	Gina Cura	3	Pearl Mendiola	4	Philly San Nicolas	
	AMP 1		AMP 2		AMP 3		AMP 4	
	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR
FY2017								

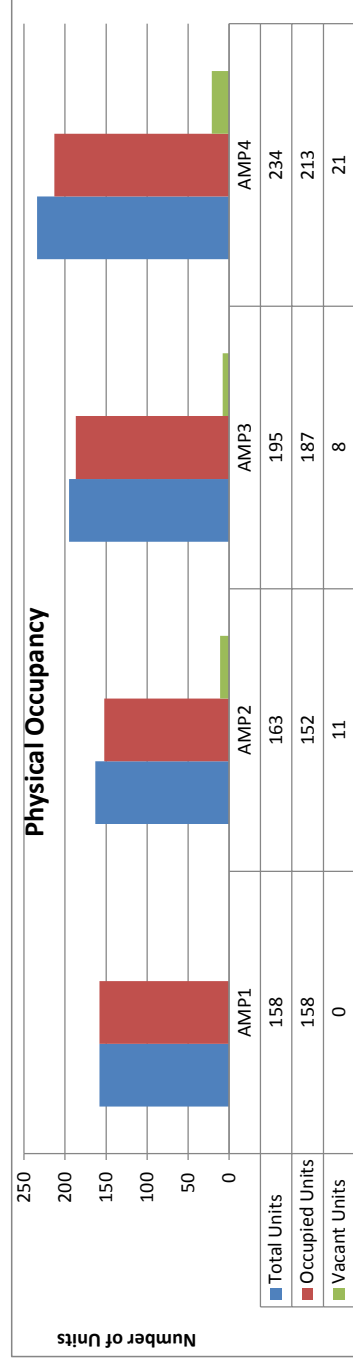
1. PHYSICAL ASSESSMENT SUBSYSTEM (PASS) - 40 points

	March 14 - 15, 2017	March 21 - 23, 2017	March 16 - 17, 2017	March 21 - 23, 2017
Last Inspection Date:	68	80	62	66
Final PASS Score:				
Points received:				
Next Inspection Date:	September 30, 2017	September 30, 2018	September 30, 2017	September 30, 2017

2. MANAGEMENT ASSESSMENT SUBSYSTEM (MASS) - 25 points

2a. Physical Occupancy

	7															
	AMP1			AMP2			AMP3			AMP4						
MONTH	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR
Total Units	158	158	158	158	163	163	163	163	195	195	195	195	234	234	234	234
Occupied Units (FORMULA)	158	158	158	158	156	156	157	152	185	183	183	187	209	215	215	213
Vacant Units	0	0	0	0	7	7	6	11	10	12	12	8	25	25	19	21
Units under Maintenance Renovation (Make-Ready)	0	0	0	0	3	2	2	8	2	5	8	4	14	13	4	5
Units for Ready to Lease	0	0	0	0	2	2	1	3	6	5	7	1	0	0	0	1
Units Under MOD (FORMULA)	0	0	0	0	2	3	3	0	2	2	-3	3	11	12	15	15
Gross Occupancy (ACTUAL) (FORMULA)	100.0%	100.0%	100.0%	100.0%	95.7%	95.7%	96.3%	93.3%	94.9%	93.8%	93.8%	95.9%	89.3%	89.3%	91.9%	91.0%
Gross Occupancy (ADJUSTED) (FORMULA)	100.0%	100.0%	100.0%	100.0%	96.9%	97.5%	98.1%	93.3%	95.9%	94.8%	92.4%	97.4%	93.7%	94.1%	98.2%	97.3%



1	Narcissa Ada	2	Gina Cura	3	Pearl Mendiola	4	Philly San Nicolas
	AMP 1		AMP 2		AMP 3		AMP4

AMPS QUARTERLY BOARD REPORT

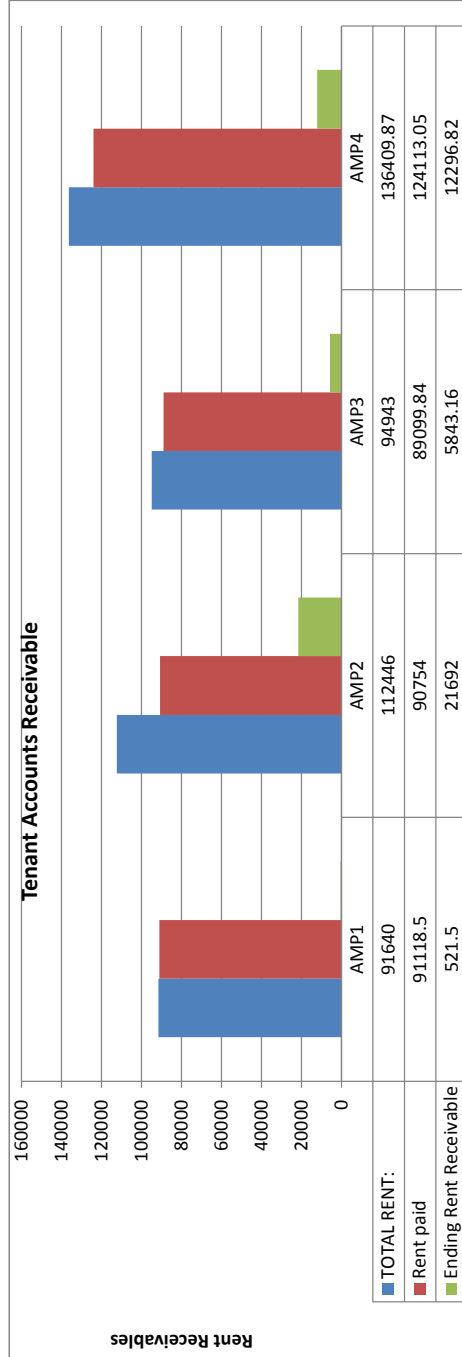
2b. Unit Turnaround Time

MONTH	DEC			JAN			FEB			MAR			DEC			JAN			FEB			MAR		
	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR
Total turnaround days.	41	38	58	13	353	314	566	92	691	294	628	593	379	518	635	220	101.67	79.25	56.5	60.3	126.34	129.50	79.38	73.30
Total vacancy days exempted for Capital Fund.	0	0	0	0	0	122	122	0	238	0	123	321	0	0	0	0	18.67	19.5	7.63	7	18.67	19.5	7.63	7
Total vacancy days exempted for other reasons.	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6	30.75	15.25	6	6	30.75	15.25	6
Total vacant units leased in MONTH.	5	4	4	1	4	1	3	1	4	5	7	5	3	4	8	3	8	4	8	3	126.34	129.50	79.38	73.30
Average calendar days units were in down time.	0	0	0.75	1	65	184	67.67	30	8	10.6	13	12	8	10.6	13	12	56.5	60.3	73.30	73.30	126.34	129.50	79.38	73.30
Average calendar days units were in make ready time.	4	4	4.75	3	13.75	0	57.67	20	60	16	24.43	16	60	16	24.43	16	18.67	19.5	7.63	7	18.67	19.5	7.63	7
Average calendar days units were in lease up time.	4	5.5	9	9	9.5	8	22.67	42	45	32	35.14	28.4	45	32	35.14	28.4	6	30.75	15.25	6	6	30.75	15.25	6
Average unit turnaround days. (FORMULA)	8	9.5	14.5	13	88.25	192	148.01	92	113.00	58.80	72.14	56.00	126.34	129.50	79.38	73.30	126.34	129.50	79.38	73.30	126.34	129.50	79.38	73.30

1	Narcissa Ada	2	Gina Cura	3	Pearl Mendiola	4	Philly San Nicolas
AMP 1		AMP 2		AMP 3		AMP 4	

2c. Tenant Accounts Receivables (TARs) - REPORTED AS CUMULATIVE

Beginning Rent Receivable	AMP 1			AMP 2			AMP 3			AMP 4		
	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR
\$ 54,898	\$ 72,620	\$ 90,185	\$ 108,074	\$ 12,594	\$ 80,440	\$ 99,852	\$ 118,517	\$ 5,697	\$ 69,950	\$ 89,246	\$ 108,939	\$ 26,377
\$ 1,392	\$ 1,455	\$ 1,455	\$ 1,392	\$ 12,594	\$ 12,594	\$ 12,594	\$ 12,892	\$ 5,697	\$ 5,697	\$ 5,697	\$ 5,697	\$ 2,303
\$ 56,290	\$ 74,075	\$ 91,640	\$ 109,466	\$ 93,034	\$ 93,034	\$ 112,446	\$ 131,409	\$ 56,481	\$ 75,647	\$ 94,943	\$ 114,636	\$ 28,680
\$ 55,420	\$ 72,400	\$ 91,119	\$ 109,666	\$ 53,874	\$ 71,686	\$ 90,754	\$ 109,997	\$ 51,299	\$ 69,815	\$ 89,100	\$ 107,791	\$ 23,891
\$ 871	\$ 1,676	\$ 522	\$ (200)	\$ 18,153	\$ 21,348	\$ 21,692	\$ 21,412	\$ 5,182	\$ 5,832	\$ 5,843	\$ 6,845	\$ 4,789
98%	98%	99%	100%	75%	77%	81%	84%	91%	92%	94%	94%	83%
Collection rate (Percentage %) (FORMULA)												



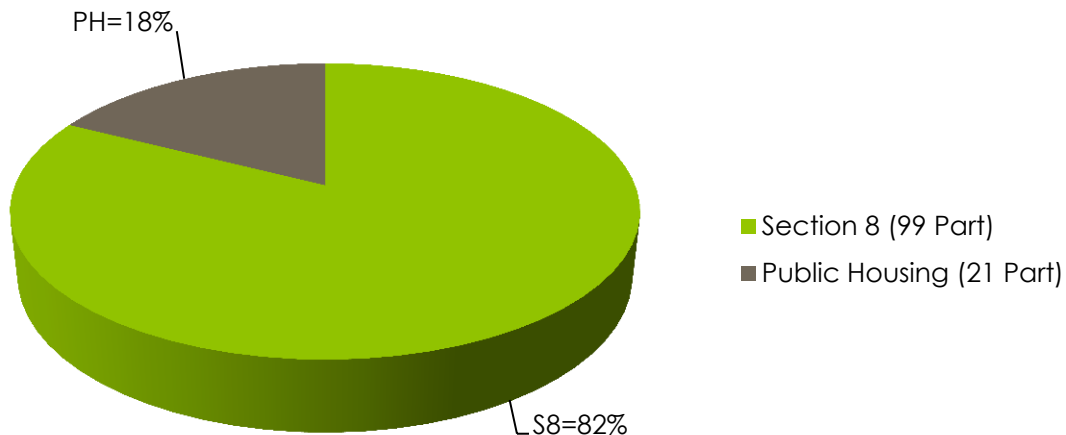
AMPS QUARTERLY BOARD REPORT		1				2				3				4			
2d. AGING REPORT		Narcissa Ada AMP 1				Gina Cura AMP 2				Pearl Mendiola AMP 3				Philly San Nicolas AMP4			
MONTH		DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR	DEC	JAN	FEB	MAR
Number of Outstanding Accounts		25	22	22	21	53	55	32	25	43	42	44	50	71	45	47	49
30 days		\$ 1,712	\$ 2,424	\$ 1,900	\$ 1,867	\$ 5,841	\$ 8,227	\$ 4,795	\$ 4,423	\$ 2,913	\$ 6,144	\$ 3,801	\$ 10,315	\$ 5,875	\$ 5,213	\$ 4,423	\$ 5,206
60 days		\$ 710	\$ 165	\$ 648	\$ 485	\$ 5,803	\$ 560	\$ 5,155	\$ 2,330	\$ 1,281	\$ 351	\$ 3,370	\$ 1,334	\$ 1,278	\$ 472	\$ 3,039	\$ 2,966
90 days		\$ 245	\$ 388	\$ 45	\$ 30	\$ 1,160	\$ 5,214	\$ 1,699	\$ 3,545	\$ 143	\$ 1,526	\$ 944	\$ 3,145	\$ 60	\$ 1,137	\$ 1,949	\$ 1,570
over 90 days		\$ 1,007	\$ 312	\$ 15	\$ -	\$ 17,958	\$ 19,142	\$ 4,764	\$ 5,429	\$ 25,606	\$ 6,415	\$ 6,964	\$ 7,068	\$ 21,564	\$ 10,353	\$ 14,696	\$ 16,567
TOTAL OUTSTANDING ACCOUNTS		\$ 3,674	\$ 3,289	\$ 2,608	\$ 2,382	\$ 30,762	\$ 33,143	\$ 16,413	\$ 15,727	\$ 29,943	\$ 14,436	\$ 15,079	\$ 21,862	\$ 28,777	\$ 17,175	\$ 24,107	\$ 26,309

FSS PROGRAM STATUS REPORT
PROJECT SUMMARY
2ND QUARTER FY2017 (ENDING MARCH 2017)

Mandated FSS slots – 86	Contract Term - 5 years
Active Participants – 120	OJT - 10 slots, 5 filled
New Recruitments – 3 (S8 = 2 / PH = 1)	Job Placement - 4 successfully placed

ACTIVE PARTICIPANTS:

120 Active Participants

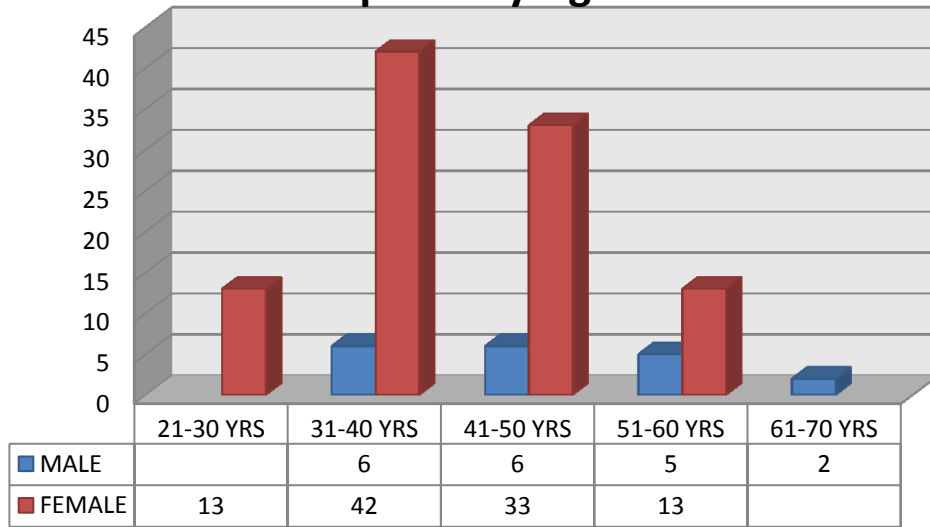


ESCROW STATISTICS

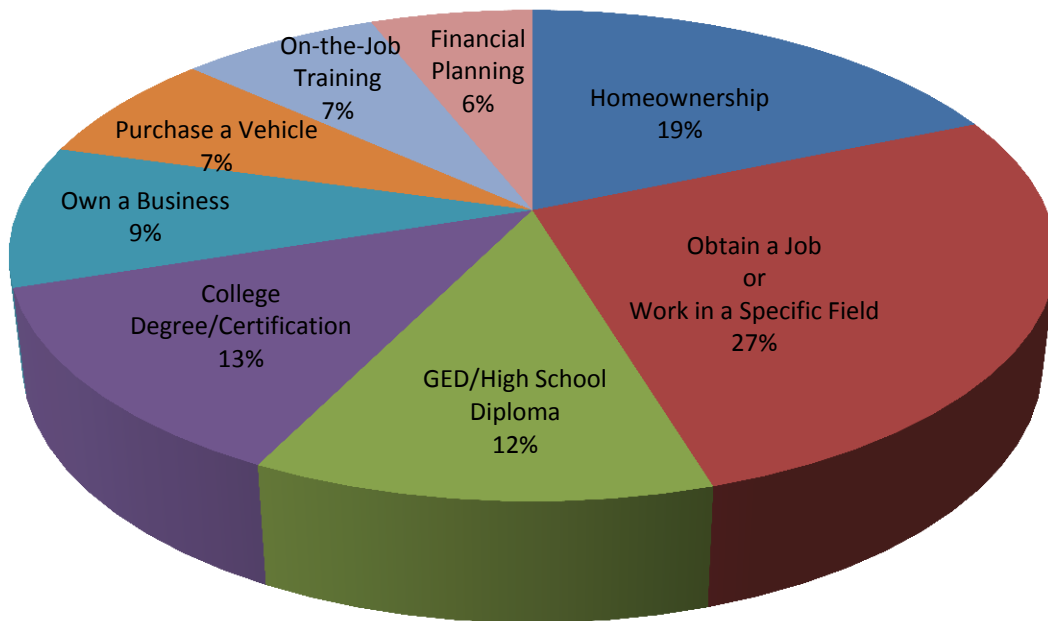
A total of 79 participants have graduated from the FSS Program since its inception in 1997.

- In 2017 there have been 2 FSS graduates, thus far (S8). A total of \$16,695.46 in escrow was paid.
- Currently, 49 participants (41%) hold escrow account balances amounting to \$119,409.00
 - S8 = 43 participants (\$112,739)
 - PH = 6 participants (\$ 6,670)
- Presently, FSS is reconciling tenant escrow accounts to ensure proper credits/adjustments are applied, and all supporting documents are in place to support these credits/adjustments. As reconciliations are completed, FSS will conduct one to one assessments with participants to go over the status of their accounts, and ensure that goals are being met.

Participants by Age & Gender



Participant Goals



SERVICE COORDINATION

The FSS provides access to education, job training, and employment. This involves linking available resources that exist in the community that may assist families achieve economic self-sufficiency; these services include:

- On the Job Training Job Placement, Employment Counselling, Resume Building
- Educational Opportunities
- Budgeting Skills
- Housekeeping and Household Skill Training
- Homeownership Counselling
- Child Care
- Transportation
- Substance/Alcohol Abuse Treatment or Counselling

PROGRAM COORDINATION COMMITTEE:

PURPOSE: Assists the PHA in securing commitments of resources for the program, and to provide general input and guidance in the development of the FSS Action Plan.

Members Include:

- Dept of Labor/American Job Center
- Dept of Public Health & Social Services
- Guam Dept of Education
- Guam Housing Corporation
- University of Guam
- Guam Community College
- Guam Small Business Development Center
- Micronesia Resource Center (One Stop Shop)
- Micronesia Cmty Development Corporation (MCDC)
- Salvation Army
- Bank of Hawaii
- Habitat for Humanity

ORIENTATIONS & WORKSHOPS OFFERED

- Smart Money Seminar (a financial education series):
 - ABC's of Credit
 - Budgeting
 - Basics of Banking
 - Deposit Products
 - Pathway to homeownership for 1st time homebuyers
- University of Guam
 - Career development workshop
 - Orientation fairs
 - Job fairs

- Guam Community College
 - College planning, admissions, financial aid & scholarship opportunities
 - College Access Challenge Grant Program
- Department of Education Job fair
- Salvation Army, Basics of Banking
- Habitat for Humanity Homeownership program
- Renters 101
- Adult education program orientation
- Guam SBDC orientation/workshop
- Department of Public Health & Social Services Health Screenings

NEW APPROACHES CONSIDERED TO ADDRESS SERVICE NEEDS OF PARTICIPANTS:

- Parenting Skills Classes (in collaboration with DPHSS)
 - Goal: To teach parents how to deal with the daily responsibilities of maintaining their homes and families in positive ways.
- GPA Pre-Paid Metering
 - Goal: To gain more control in power consumption, and budgeting.
- GEAR UP
 - Goal: To encourage enrollment and participation in post-secondary education
- 7 HABITS OF HIGHLY EFFECTIVE FAMILIES
 - Goal: To strengthen families and to provide building blocks to problem solving, goals creation, and attainment.

LOOKING FORWARD

- Website Updates
 - Achieving Self-Sufficiency : Publish photo gallery relative to 2 recent program graduates, along with their testimonials
- Press Release relative to 2 recent FSS graduates.
- Tenant Escrow Accounts are currently being reconciled. As adjustments are completed, FSS will reach out to participants to review the status of their accounts, and work to ensure that goals are being met.
- Re-vamp the homeownership orientation to include Guam Housing Corp as a facilitator.
- Re-vamp the Renters 101 course to include Re-Max Realty as a facilitator, to provide participants with a landlord perspective.

ROSS PROGRAM STATUS REPORT

PROJECT SUMMARY

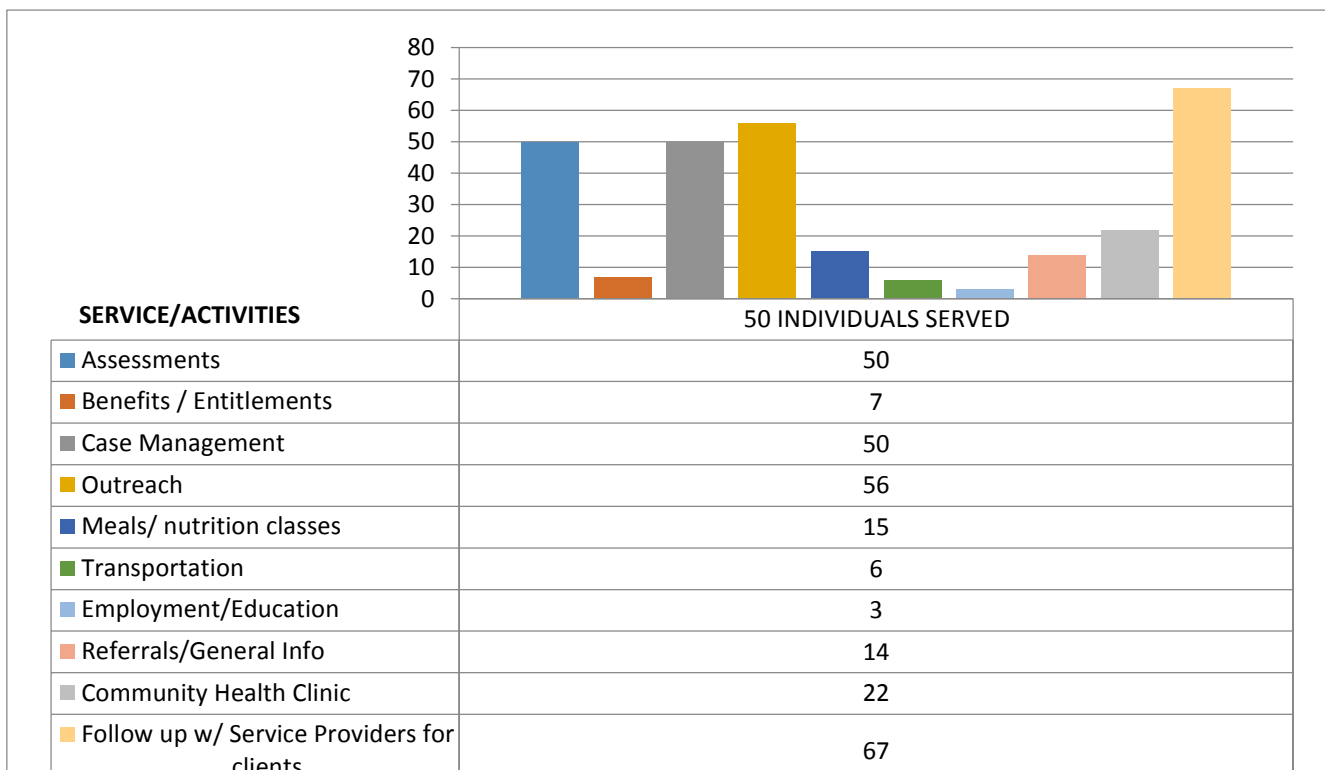
GOAL – To ensure that GHURA’s elderly and persons with disabilities maintain independent living and age-in-place in their units by providing outreach services and available services.

REPORT DATE	PROJECT NAME	PREPARED BY
March 2016 – February 2017	Resident Opportunity and Self Sufficiency Program	Alice James
	Grant Year - 2	

RESIDENT STATISTICS

- TOTAL NUMBER OF RESIDENTS IN ALL PROJECTS TO BE SERVED: 143
- Resident Age Ranges
 - Age 31 - 50 (elderly people w/disabilities) = 17
 - Age 51- 61 Age = 29
 - 62 and Over = 97
- Total number of residents who utilized the SC during this reporting period = 50

SERVICE COORDINATION PERFORMED



ROSS PROGRAM STATUS REPORT

ADMINISTRATIVE TASKS

Task:	Percentage:		Task:	Percentage:
Documentation of resident files	10 %		Meetings with management staff	5 %
Contact with Service Providers	15 %		Outreach	50 %
Researching available resources	15 %		Miscellaneous	5 %

Total - 100 %

LOGIC MODULE REQUIREMENTS

- New strategies discussed and implemented to address service needs and increase local capacity.
 1. Community clinics sponsored by Seventh-Day Adventist Clinic – Request partnership to conduct annually/quarterly clinics within GHURA elderly developments (Dededo, Talafofo, Merizo & Agat)
 2. Outreach presentation by Guam Police Department – Neighborhood Safety Watch: Organize Neighborhood Safety Watch group; Request proper security for 3 developments (Talafofo, Agat, Merizo & Dededo) within GHURA; Request GPD to include the 3 locations as part of their patrol area at night.

- Participation in or creation of face-to-face created networking meetings with other federal funded Service Coordinators and/or local government/non- profit organizations.
 1. Participated in and completed 1.5 hours Webinar Training on Communication and support Services (Alzheimer’s Disease and Related Dementias) sponsored by American Association of Service Coordinators.
 2. Participated in and completed 1.5 hours Webinar Training on Communication and support Services (Assessing benefits and community based services) sponsored by American Association of Service Coordinators.
 3. Participated in and completed 1.5 hours Webinar Training on Communication and support Services (Identifying Service Needs and Availability) sponsored by American Association of Service Coordinators.

- Created Supportive services.
 1. Catholic Social Services
 2. Department of Public Health & Social Services, Division of Senior Citizens
 3. UOG – Cooperative Extension Program – Nutrition
 4. Guam Police Department –Neighborhood Safety Watch

ROSS PROGRAM STATUS REPORT

- Created a directory of community service providers.
Directory completed. (14)
- Meet with local PCC quarterly (minimum 4 meetings per year) and conduct gap analysis.
- Educate property management staff on aging in place and service coordination within GHURA's AMPS
 1. Property Site Manager

OUTCOMES

- **Created service needs resident survey to determine participants needs gap that is going unmet.**
 1. Transportation - 4 participants referred; outcome provided participants with medical transportation through CSS. 2 participants referred; outcome provided participants with transit schedules; request GRTA to include the 3 developments (Talafofo, Agat, Merizo & Dededo) within GHURA as part of their routes.
 2. Training (Financial Literacy) – 1 participant referred; outcome provided participant with the basics of banking, budgeting and the ABC's of credit.
 3. Health (Nutrition class) – 3 participants referred; outcome provided participants with nutrition education, planning, cooking, and physical activity.
 4. Health (Wellness services) – 4 participates referred; outcome provided various services, activities and opportunities for Guam elders to maintain and sustain independence through community senior centers.
 5. Health (Assisted Living Services) – 12 participates referred; outcome participants under CSS received home delivered meals; 1 participate under CSS is on a wait list for in-home services.
 6. Community Clinic – 22 participates referred; outcome provided participates with nutrition information, blood pressure check, height, weight, glucose check, cholesterol level, immunizations, including Flu Vaccination and an eye examination.
- Social and educational Activities. Several residents express interest in improving their social lifestyles and receiving information to educate them with available benefits and programs that would assist them in becoming more independent. To address their need I conduct individual needs assessments at GHURA 82 sites and throughout the AMP developments to target the choice of services for the elderly and persons with disabilities.



U.S. Department of Housing and Urban
 OFFICE OF PUBLIC AND INDIAN HOUSING
 REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 04/13/2017

PHA Code:	GQ001
PHA Name:	Guam Housing & Urban Renewal Authority
Fiscal Year End:	09/30/2016

PHAS Indicators	Score	Maximum Score
Physical	27	40
Financial	25	25
Management	23	25
Capital Fund	7	10
Late Penalty Points	0	
PHAS Total Score	82	100
Designation Status:	Standard Performer	

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Financial Score Details	Score	Maximum Score
Unaudited/Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	93.90	
4. Occupancy Rate Points	2	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	7	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>