

Summary

Program Year 2021 Ohio Consolidate Plan
Community Housing Impact and Preservation (CHIP)
Program Advisory Committee Meeting

Via WebEx
Thursday, November 5, 2020
1:00 p.m. to 4:00 p.m.

1. Welcome and Introductions

- Thank you for understanding and flexibility during COVID shutdown.

2. Program Update

- PY-2020 CHIP Program Funding
 - Request 37 applications = \$28,171,000
 - Funded 32 applications = \$25,050,000
 - Unfunded 5 applications for \$3,100,000
 - No OHTF
- PY-2021 Funding unknown...
 - OHTF availability unknown.
- PY-2018 Extension.
 - All 2018 grantee except 3 requested extensions.
 - If completed prior to grant end date, please submit FPR.
- PY-2019 Progress
 - 2019 Grantees shared still too early to determine if extensions will be necessary.
- Monitoring Update
 - Still work from home and unable to travel for monitoring
 - Interim, take good pictures of project completions for the file.

3. CHIP Program Proposed Topics of Discussion

- Program Updates for 2021:
 - Application Out Mid-April 2021
 - Application Due: Wednesday, June 23, 2021
 - Grant Start Date: December 1, 2021
 - Work Completion: February 28, 2024
 - Grand End/FPR Due: April 30, 2024.
 - Committee Members support this change and goal to align program more with the Construction Season.
- Specifications
 - Specifications need to be clear, concise, describing what is to be expected of the contractor, and easily understood by the homeowner.
 - The specs/scope of work should be detailed and specific to the project in question. If the project is 123 Forest Street, then the specs should be for 123 Forest Street and not 589 Miller Street. Both projects should not have the same spec/scope of work.
 - Items the owner has selection options with should include parameters. Cost, minimum, quality, maximum choices, but should not be confined to a contractor's sample list.

- Committee Members suggested a Technical Assistance Committee comprised of Rehabilitation Specialist and OCD staff to address work specifications.
- Change Orders
 - Change orders are a necessity for unforeseen circumstances found when completing a specified line item Not to
 - add additional items discussed between the contractor and the client to fulfil wish lists, or
 - items left off depending on bid amount, or
 - because the project was perhaps underbid.
- Dispute Resolution Process Update
 - The Dispute Resolution process needs updated. This update should include warranty period/after sign-off.
 - Committee Members to email suggests on the update.
- New Limits of Assistance
 - Limits were raised in PY-2020 due to the increase of material cost and costs of doing business. Work within the limits of assistance.
 - While outcomes are not necessarily a factor of performance, Limits of assistance should still be considered. Cost Analysis of federal funding should be factored into exceeds requests.
- Requests to exceed procedures
 - Requests to exceed will only be entertained when the procedures outlined in the Housing Program Manual are followed. For example, when only one bid is received, and the project has not been sent out to bid again you will be instructed to re-bid the project. Note: having only one contractor show up at the first walk through isn't acceptable no matter how many contractors were sent a bid packet. You must make an effort to attract other contractors to the pre-bid walk through and receive more than one bid to expect three bids. Be sure owner selects a sufficient number of contractors to begin.
 - Committee members commented when only one contractor is on bid tour, bid prices are higher.
- Grant Ceilings
 - OCD at this time does not at this time have any plan to raise or lower grant ceilings. However, OCD recommends doing a community assessment of local conditions before applying to the eligible grant programs offer. Things to consider are need for the service, waiting lists, staff and contractor capacity, and gaps and needs.
- Finance Mechanism Update
 - OCD would like to update POR to be 0% payback.
 - Some grantees have already updated their current policies and procedures to reflect this.

- Some Committee members urged OCD to allow this to be at each grantee's discretion as the program income is crucial to completing grants.
- There was lengthy discussion regarding liens on properties and a seven-year statute if no activity on the mortgage.

4. Training Needs and Recommendations

- Currently there are three lead training providers providing training for all licensure requirements and RRP certifications. The trainings are subsidized in cooperation with the ODH. Contact Information for the training providers can be found in the OCD Weekly digest.
- OCD is currently working on available training options.
- Committee members suggested "Rehab Labs". Bi-weekly or once a month training lab for rehab specialist were training regarding a system, new codes and standards, or new products are discussed.
- Question was raised if a training subsidy could be provided through COAD for CHIP Rehab Specialist to go through EQ QAC training.

5. Rental Assistance

- Do you see a need in your community for Rental Assistance? Not as part of CHIP, but a separate TBRA program?
- Many committee members commented it was not a need prior to the pandemic. And TBRA programs that had been successful in years past had been and are currently struggled due to the limited housing stock available at or below fair market rents.

6. Suggestions for Change for Program Year 2021 or Future Program Years.

- Not further suggestions.

7. Other Issues/Comments/Questions/

- Lack of Contractors and how detrimental it is to this program:
 - One Committee Member explained his four inspectors called over 1,000 contractors and got one to participate in the program.
 - Another Committee Member explained her firm has sent out hundreds of emails and contractor applications.
 - Many committee members agreed, despite many efforts, in some programs they only have one contractor steadily bidding.
 - It is a huge statewide issue that is hurting this program.

8. Comments of Other Members of the Public

- None