Agenda Items

• Agenda item added- Update on the HUD TA provider conference call.

HUD TA Update

• HCD Staff and HUD TA provider joined in a conference call with HUD offices in DC & SF to discuss technical assistance.
• Moira stated that Patrick was surprised to find that open grant and program income balances comprised of lots of small amounts with many jurisdictions, rather than larger amounts with fewer jurisdictions; no jurisdictions have balances greater than $2 million.
• Outreach efforts will target grantees with contracts older than 2015 and have balances greater than $750,000. Staff committed that by the end of November jurisdictions of old unspent grant funds will be contacted regarding balances and consideration to disencumber funds.
• HCD-HUD-TA provider calls will occur every two weeks. Staff will update RWG members as calls occur.

Procurement

• It was confirmed that jurisdictions can contract with consultants for up to five years.
• It was also confirmed that a procurement process than receives only one respondent is not classified as sole source procurement. Commitment was made to send an email blast for current contracts acknowledging the same.
• General Conditions and Procurement needs to be updated as part of the redesign.
• Members commented that the Procurement Chapter was re-written a few years ago and should be implemented
• It was mentioned that local jurisdictions must, in order to procure services, provide a staff report outlining the complete procurement process and have it approved so that a contract can be executed by the Mayor or assignee.

Close-out Letter

• Concern was expressed that some jurisdictions may not know they have “old” unspent funds and as such should be contacted. Many believe they have properly closed their grants.
• Close-out letters need to be sent out; however, they are thought to be less of a priority than getting funds disencumbered.

Disaster NOFA

• Discussed HUD CPD Notice 17-06 that allows for CDBG funds to be quickly assist jurisdictions that have been affected by the recent disasters.
• Members expressed the following concerns
  o HCD needs to release CDBG emergency funding NOFAs as quickly as possible.
  o The national objective, Urgent Need, is a direct route to funds; however, it is time sensitive.
  o Low-Mod national objective not necessarily compatible with disasters
  o Critical to remove as many federal regs as possible to get funds out.
• There was a positive discussion about awarding state objective points to jurisdictions that disencumber funds in response to HCD providing CDBG emergency funds.

Other

• 2nd set of 2017 NOFA FAQs will be posted the week of November 6th.
• 2017 Application Summary forms have a glitch and it was reported that they will be corrected.