



Corrective Action Plan

The Housing Authority of the City of Salem respectfully submits the following corrective action plan for the year ended September 30, 2019.

Federal Award Findings and Questioned Costs:

Finding 2019-001

Federal Agency Name: Department of Housing and Urban Development

Program Name: Housing Voucher Cluster

CFDA: #14.871 Section 8 Housing Choice Vouchers

14.879 Mainstream Vouchers

Finding Summary: During testing of annual inspections, two tenant files were noted where the inspection of the unit was not performed within the required time frame.

Corrective Action Plan: Upon discovery of the two tenant files where the inspection of the unit was not performed within the required time frame, Salem Housing Authority immediately reviewed all Housing Choice Voucher files and determined that a total of 9 inspections required correction. All inspections discovered were then subsequently scheduled and completed.

SHA then implemented a monthly review of inspection reports from its Housing Management System (HMS) database, conducted by the Section 8 Manager, as well as a monthly review of inspection data from HUD's Public Housing Information Center (PIC) system, conducted by the Compliance Manager, to monitor the completion of inspections within the required 24-month timeline. During the reviews of the data, inspections that are nearing their 24-month deadline are identified and investigated to ensure that they are scheduled and completed timely.

It is important to note that the monthly monitoring has been temporarily suspended, as of April 13, 2020, under the waivers provided by HUD in PIH Notice 2020-05, due to the COVID-19 pandemic. At this time, it is anticipated that routine annual HQS inspections will be postponed until it is determined safe for staff to resume inspecting occupied units. At that time, inspection data will be carefully reviewed to ensure that all postponed inspections are completed in accordance with the deadlines established by HUD. Monthly reviews of HMS and PIC data will be resumed to ensure inspections are completed timely going forward.

Anticipated Completion Date: December 2019