



U.S. Department of Housing and Urban Development
New York Office of Public Housing
Jacob K. Javits Federal Building
26 Federal Plaza, Suite 32-116
New York, NY 10278-0068
https://www.hud.gov/states/new_york

September 29, 2023

Ms. Jackie Foster
Executive Director
Town of Islip Housing Authority
963 Montauk Highway
Oakdale, New York 117694

VIA ELECTRONIC MAIL ONLY: jackief@isliphousing.org

Subject: PIH Compliance Monitoring Review Report Transmittal
PIH Status Number: 23-06231149

Dear Ms. Foster:

This letter transmits the results of the compliance monitoring review conducted by the HUD New York Field Office (NYFO) on May 15-19, 2023. Office of Public and Indian Housing (PIH) staff reviewed the performance of the Town of Islip Housing Authority (IHA) compliance with U.S. Department of Housing and Urban Development (HUD) program requirements and regulations.

The primary focus of the review was compliance. Rather than exhaustively examining any area, this review touched on multiple areas of compliance to provide the public housing authority with meaningful feedback for sustained compliance.

The monitoring review team reviewed materials from all the housing authority's primary program areas and interviewed housing authority staff members to understand better the housing authority's efforts to comply with HUD regulatory and statutory requirements.

The attached report includes the review results. The report does not include any findings or observations as the initial discoveries discussed at the exit conference were satisfactorily addressed. The report however does include areas where the housing authority's performance and compliance are strong.

If you have questions, please contact me at Luigi.Dancona@hud.gov. We appreciate your cooperation.

Sincerely,

Luigi D'Ancona
Director
Office of Public Housing

Attachment(s): Compliance Monitor Review Report

**COMPREHENSIVE COMPLIANCE
MONITORING REVIEW REPORT
of the**

**TOWN OF ISLIP
HOUSING AUTHORITY**



New York Office of Public Housing

September 29, 2023

Comprehensive Compliance Monitoring Review Report

Town of Islip Housing Authority (IHA) NY077

On-site Compliance Review dates: May 15th through May 19th, 2023

Executive Summary

The Town of Islip Housing Authority (IHA) was one of the housing authorities that was selected for a Comprehensive Compliance Monitoring Review (CCMR) by HUD's New York Office of Public Housing (NYFO) in 2023. The CCMR is authorized by the U.S. Housing Act of 1937 Public Law 75-412, Title 24 of the CFR, HUD Handbook 1840.1: Departmental Management Control Program, Monitoring of PHAs Guidebook (7460.7), and other Public and Indian Housing (PIH) guidance. The NYFO review team objectives were to determine the IHAs programs for performance in compliance with HUD program requirements and regulations.

Monitoring included both remote and on-site methods to review the IHAs operations, management, financial condition, and governance. The review team believes that the information obtained through this CCMR is sufficient and appropriate to provide the details in this report.

The review team found the IHA to be strong in several areas, including:

- Executive Director and Staff demonstrate foundational knowledge of HUD regulations and requirements.
- IHA maintains extremely organized and complete tenant file records which supports compliance with rent calculation requirements and fair housing regulations.
- IHA submits all required financial reports on time, including the Independent Public Accountant (IPA) Audit Report and Financial Assessment Subsystem (FASS) Financial Data Schedule (FDS).

Background

The IHA is located in the Town of Islip. The Town of Islip is in Suffolk County, New York. The IHA operates a Housing Choice Voucher Program (1465 Housing Choice Vouchers).

The IHA's most recent final Section 8 Management Assessment Program (SEMAP) score for its FYE 6/30/2019 is 103% (150 out of 145 points). The IHA is designated as a SEMAP High Performer.

Results

Detailed results of the PIH Compliance Monitoring Review are presented below, by area and program.

Governance

The NYFO team reviewed IHA's bylaws, board minutes, IHA's Administrative Plan, Five-Year IHA plan, ACOP, board approval documents, insurance policies, procurement policy, internal control, IHA organizational chart, policies, and supporting materials.

Based on this review, the NYFO team reports no findings or observations.

Housing Choice Voucher (HCV) Program

The NYFO team reviewed IHA's voucher utilization, PIC and VMS reporting, Housing Assistance Payments (HAP) register, financial statements, HCV policies, tenant files, general ledger, operating budgets, depository agreements, HCV policies, payment standards, utility allowance schedule(s), family briefing packet, documents provided to landlords related to lead-based paint and lead poisoning. In addition, any other supporting documents provided during our review.

Based on this review, the NYFO team reports no findings or observations.

Project-Based Voucher (PBV) Program

The NYFO team reviewed IHA's voucher utilization, PIC and VMS reporting, Housing Assistance Payments (HAP) register, financial statements, HCV policies, tenant files, general ledger, operating budgets, depository agreements, HCV policies, payment standards, utility allowance schedule(s), family briefing packet, documents provided to landlords related to lead-based paint and lead poisoning. In addition, any other supporting documents provided during our review.

Based on this review, the NYFO team reports no findings or observations.

Section 3

The NYFO team reviewed IHA's procurement policy, procurement records, construction contracts, capital fund program, and work order system. In addition, any other supporting documents provided during our review.

Based on this review, the NYFO team reports no findings or observations: