



October 2014

# SACS News

News and information from SACS Software

## Product Spotlight

### SACS Tablet Work Orders

A mobile work order system can increase your agency's efficiency by eliminating paper work orders and unnecessary trips by your maintenance staff back to the office. The SACS Tablet Work Order system meets these requirements.

SACS Tablet Work Orders allows your agency to move to a paperless work order system. With an easy-to-use Windows Tablet, your maintenance staff can enter and/or complete work orders in the field. You can easily capture pictures of the work and record signatures. These are uploaded to SACS Housing Software and stored with the completed work order.

Here is what Gary Erwin, Executive Director at Conyers Housing Authority in Georgia said about the SACS Tablet Work Order System. "The tablets made the work out in the field much easier. They no longer have to come in the office every few hours to bring in paperwork. We really save time closing out the work orders. We are able to eliminate the manual entry. It is a huge time saver for us."

Contact SACS Sales for more information or to schedule an online demonstration.

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## SACS Notes

*By Keith Scott*

The SACS 2015 User Conference will be held March 17th & 18th, 2015 at the Sandestin Golf and Beach Resort in Destin, FL. Registration packets have been mailed and can be found on our website by clicking this link: ***SACS User Conference***.

Remember, if your conference registration is paid before October 31st you will receive a 5% discount.

Our Steering Committee will be meeting this month to help plan the conference agenda. If you would like to serve on the Steering Committee or would like to suggest classes, email Grant Dark, [grant@sacssoftware.com](mailto:grant@sacssoftware.com).

We are excited about the 2015 conference. It will be a time for training, exchanging ideas and learning about our latest software enhancements. We look forward to seeing everyone there.

It's been a great year at SACS. I'd like to thank our new and existing customers for choosing SACS as your software provider.



## Welcome New Customers!

SACS continues to grow. Please welcome our newest customers! We now serve 344 housing authorities in 12 states.

Caldwell Parish Housing Authority  
Concordia Housing Authority  
Franklin Parish Police Jury  
Newellton Housing Authority  
Palm City Garden Apartments

Columbia, LA  
Concordia, LA  
Winnsboro, LA  
Breaux Bridge, LA  
Fort Myers, FL

## Build 5287 Highlights

SACS Software Build 5287 was released on 6/24/14. Listed below are some highlights from this release.

After installing this update, you can view the full release notes from the SACS Main Menu by clicking Help then Release Notes.

### Task Manager

New task manager system now available from the Main Menu. This allows you to assign tasks to any SACS user.

### Recoupment Processing

Recoup payments can now be automatically processed. The system will determine the correct amount to deduct from the owner's check.

### Tenant Services

The Tenant Security module has been renamed to Tenant Services. The new Case Management module is now available. This module allows you to maintain goals, services, and agencies. Contact SACS Sales for more details on this new module.

### Development Map

Added a Development Map for Section 8.

Added the ability to geocode apartments in Conventional Housing and Section 8. Geocoding populates the unit's latitude and longitude fields.

### Web Applications

Added pictures to the Occupants Inquiry.

Responses to application questions can now be made mandatory.

# Developer's Corner

*By Danny Lloyd*

The latest release of SACS Housing Software contains a number of enhancements. Tenant Security has been renamed to Tenant Services. Tenant Services now includes our new Case Management system.

Case Management can be used for FSS, ROSS or any other program. It allows agencies to easily establish goals and track FSS plans. ROSS services can be tracked also. The system produces the HUD-52650 form, Follow Up Report, and Services Summary. This system is now being beta tested and will soon be available. For more information, contact SACS Sales.

Section 8 users will now find it easier to recoup payments from owners. The Section 8 system now allows you to enter recoupment information for automatic processing during the next check run. These enhancements make

it easier to track and account for owner recoupment.

HUD has now mandated that flat rents be set to a minimum of 80% of fair market rent. You are also required to update your flat rents annually based on the published fair market rent. Due to the increase in flat rent, some agencies will be required to phase in their increases over a three year period. The maximum increase is 35% per year.

We are now preparing for the 2015 SACS User Conference. Our new Tenant Manager will be demonstrated at the conference. This exciting enhancement is now being tested by our beta users. Look for more exciting information about SACS Software and our conference in the coming months.

We welcome your suggestions and input. Send your suggestions to [changerequest@sacssoftware.com](mailto:changerequest@sacssoftware.com).

## Tech Tips

*By Mark Worthly*

Managing user access in SACS Housing Software is an important task. With each update, we add new features that often include new programs. These new programs are not added to any user's profile by default.

When you install a new software release, review the Release Notes for items that start with "Added". These items generally indicate that a new program has been added to the system. The Search option in Adobe reader will help you quickly find these items.

In order to grant user access and permissions, you will need access to System Administration. Employees acting as the system administrator should already have access to this module. The *User Setup* option is used to setup new users, grant access to specific programs, and limit a user's permissions.

When you have granted an employee access to a program, you can also set their permission level. For example, you may give a user access to the *Tenants* program, but limit their permission to *Inquiry*.

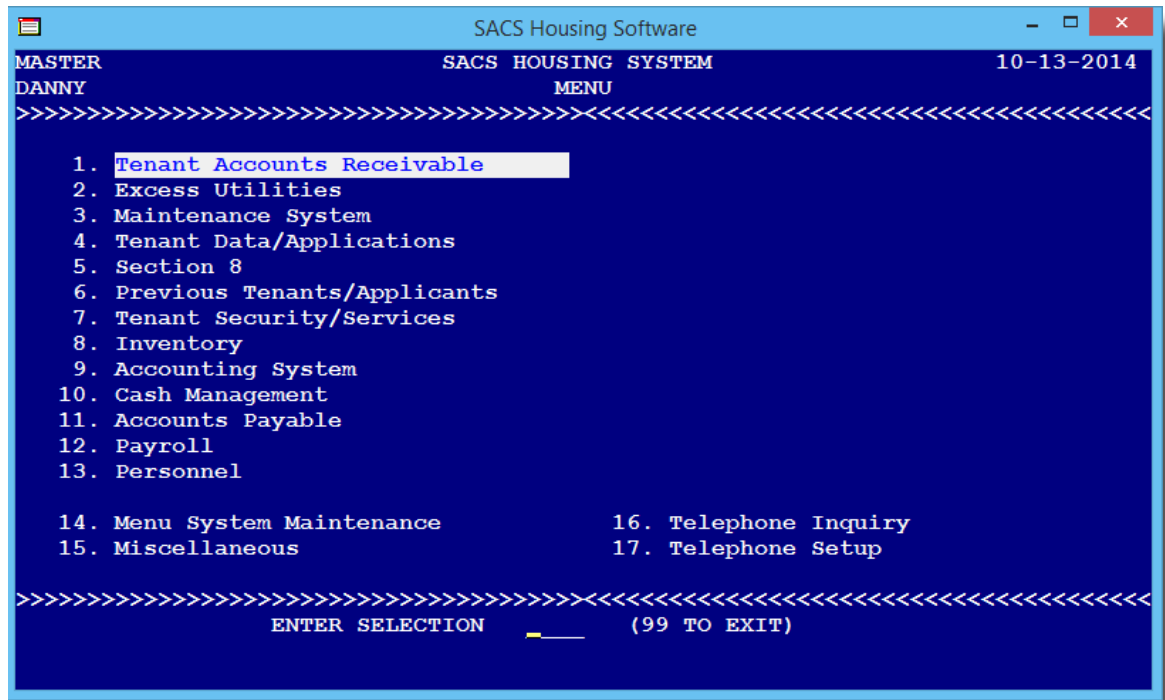
# Announcement - SACS Classic

Since 1987, SACS Housing Software has made managing Public Housing and Section 8 easier. Our SACS Classic software was a mainstay for agencies that were transitioning from manual to automated systems.


SACS Classic served our customers well. The system was solid and ran on Unix, DOS, and Windows platforms. As personal computers moved to the Windows operating system, customers started asking for a graphical based accounting system.

We listened to our customers. In 2003 we began development work on a new project named SACS.Net. Using SACS Classic as a pattern, our developers spent several years reengineering all of our programs using the new Microsoft .Net development system.

From 2007 to 2014, we upgraded our customers from our original software to SACS.Net. We are proud to announce that all of our customers have been upgraded to SACS.Net. Going forward, we will now refer to our software as SACS Housing Software.



SACS Classic is hard for us to let go – it worked for well over seven years with no updates to the base code. We now, however, must say farewell and remember the twenty-seven years that it served us.



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