

Public Housing Resident Advisory Board Meeting
Online through Zoom
November 16, 2023 5:00 p.m.

FCHA Staff in Attendance

1. Christine Fogle
2. Diana Onativia
3. Robert Barrick
4. Darla Ritzus

Tenants in Attendance

1. Sharyn Dupont-Moorehead
2. Michael Wessell
3. John Andersen

Robert Presentation:

Capital Fund

1. Total Capital Funds available for 2023 was \$1,189,338.00.
2. 2023/2024 Upcoming Projects
 - Asbestos remediation across all AMPs.
 - Plans for gas meter changes in AMPs 3 and 4.
 - Plans are being made for further improvements to the playground in Chambersburg.
 - We are seeking feedback from residents on their ideas and thoughts for these Capital Fund projects.
 - Begin the process of taking the 2023 items through the necessary steps to begin work.

Questions from Residents:

- Mr. Wessell mentioned an irrigation issue.
- Mr. Wessell stated that the raised sidewalk by his unit makes it possible for people to see into his unit and asked if we could install privacy fence to block view. Mr. Barrick will check into possible options to address this, noting that adding bushes or fence would block sunlight. Mr. Wessell agreed.
- Mr. Wessell noted that a pole/pipe was fixed, but not cemented in.
- Ms. Dupont-Moorehead noted that the blacktop project made the step too high for her to step onto. Mr. Barrick will check to see what can be done.

Diana Presentation:

ACOP

1. Changes on separate sheet.

Christine Presentation:

Public Housing Lease and Handbook
Handbook

1. Page 4 Requesting Repairs
 - Added: When maintenance enters the unit to complete the work, if no one is present over the age of 18, two maintenance members may enter to complete necessary repairs.
2. Page 7 Yard Regulations
 - Added: If maintenance mows/trims around the unit, it is tenant's responsibility to clearly define flowers/vegetation from weeds by using a border, as these areas must be maintained by the tenant. FCHA is not responsible for damages caused by failure to abide by this policy.

- Added: Tenants are responsible to maintain their flowerbed area by keeping it tidy and free from trash/debris. Vegetation must be maintained in a way that is does not touch the building or grow beyond the flowerbed.
3. Page 8 Indoors
 - Added: Ovens cannot be used as storage for dishes or household items.
 4. Page 8 Visitors to Your Home:
 - Added: You may not allow boarders, lodgers, persons barred from Housing Authority property, or ``permanent guests'' to reside in your unit. With the exception of newborn children, adopted children and foster children, only those whose names are on the lease may reside in the unit. A copy of the barred list is posted in the FCHA Lobby and at each property location.
 5. Page 8 Supervision of Children
 - Changed: Children under the age of 12 years should be accompanied by an adult. Borough ordinances and curfews must be obeyed. Parents are responsible for their children's actions.
 6. Page 9 House Inspections
 - Added: An annual inspection of your home will be conducted each year. This inspection is necessary to assure that the housing community continues to meet the Housing Authority's health and safety standards. If your housekeeping issues become a concern, additional inspections will be necessary and continued housekeeping issues may result in termination of the residential lease. If there is an animal in the household, it must be secured in a crate or someone must be present to control the animal during inspection.
 7. Page 9 Extermination
 - Added: Tenants **must** permit the extermination of apartments so that further infestation does not become a problem. If necessary, tenants must empty the contents of kitchen cabinets, pantry, and closets and fully cooperate with the exterminator. If there is an animal in the household, it must be secured in a crate or someone must be present to control the animal during treatment. Failure to confine your animal will result in a lease violation. Failure to cooperate or not report an infestation may result in a lease violation.

No changes to Lease Part 2

Lease Part 1

1. Authority Obligations (k)
 - Added: To respond to all third-party requests within thirty (30) days of the date they are received by the Housing Authority.
2. Tenant Obligations (z)
 - Added: To promptly pay any utility bills for utilities supplied to Tenant by a direct connection to the utility company, and to avoid disconnection of utility service for such utilities. In the event a Tenant's utility service is disconnected for failure to pay, Tenant will be given **24 hours** to reinstate service.
3. Termination of the Lease
 - Added: (1) Failure to pay the rent in full by the 16th of the month shall be reason for the Authority to issue a Proposed Termination Notice. Four late payments within a 12-month timeframe shall constitute a repeated violation of the lease. (already in ACOP)

Pet Policy

1. Introduction
 - Added: Pets are not allowed to reside at the unit until the resident passes a housekeeping inspection and receives authorization from FCHA.
2. Pet Rules
 - Added: Pet owners must maintain the condition of the inside and outside of the unit per Housekeeping Standards. Failure to pass a housekeeping inspection may result in the removal of the pet.

Assistance Animal Policy

1. Assistance Animal Policy

- Added: Assistance animal owners must maintain the condition of the inside and outside of the unit per Housekeeping Standards. Failure to pass a housekeeping inspection may result in the removal of the assistance animal.

Questions from Residents

- Ms. Dupont-Moorehead asked for clarity on asset inclusions. Ms. Onativia explained that only \$50,000 and above will be included. Ms. Dupont-Moorehead will be receiving an inheritance which will be more than \$50,000 and asked when she should report it. Ms. Onativia explained the policy and noted that she would be required to report it when she receives it.
- Ms. Dupont-Moorehead asked for explanation of EIV. Ms. Onativia explained EIV and noted that we will no longer run it with every change, only at annual recertification. She will need to report income changes as they occur.
- Mr. Wessell asked about inspection policy and stated he does not like extra inspections based on outside contractors. Ms. Fogle explained the policy that requires contractors to report concerns to office. Mr. Wessell requested to have it on record that he is ok with Maintenance and Housekeeping inspections but doesn't think an outside person should be able to report as they have not been trained in inspections. Ms. Fogle explained that is why they report to FCHA, then FCHA follows up to confirm if there is valid concern.
- Ms. Dupont-Moorehead asked about pest control and pet control, and if she needs to have dog leashed. Ms. Fogle responded that the dog must be under tenant control or crated, in bedroom, or bathroom confined. She understood.

Open Forum

- Ms. Dupont-Moorehead asked if a visitor is allowed to bring pet onto the property. Ms. Fogle stated that, per policy, no guest animals are allowed on property. She will mail copy of policy.
- Mr. Andersen mentioned concerns with issues about animals coming through development. He asked if he would get in trouble if they visited in alley or on sidewalk. Ms. Fogle stated that FCHA cannot police alleys and public sidewalks.

Closed meeting at 5:47 p.m.

ACOP Changes
Resident Advisory Board Meeting
November 2023

All chapters have been updated to include "Human Trafficking" as part of VAWA and Criminal Activity.
No changes to Chapters 0, 1, 2, 3, 5, 7, 8, 10, 11, 12, 14, 15, 16.

Chapter 4

1. Application Selection Method

- Added: If an applicant rejects a unit offer and is receiving the Homelessness Preference, the preference point will be removed from their application.

2. Social Security Benefits [Notice PIH 2023-27]

- Changed: FCHA no longer has to wait for annual recertification to include COLA increases. COLA increases will be included at annual and interim recertifications.

Chapter 6 and 9

1. Asset Inclusions and Exclusions

Checking and Savings Accounts [Notice PIH 2023-27]

- Changed: HUD considers bank accounts as non-necessary items of personal property. Whether or not necessary personal property is counted toward net family assets depends on the combined value of all of the family's assets. Net value assets greater than \$50,000 is included (was previously \$5,000).

Chapter 9

1. Changes Affecting Income or Expenses

EIV Income and IVT Reports

- Added: FCHA will no longer be running EIV reports during interim reexaminations, only during annual.
- Changed: FCHA will no longer do interims unless there is a 10% increase in income. Previously it was \$200.

Family Reporting

- Changed: The family will be required to report all changes in income regardless of the amount of the change, whether the change is to earned or unearned income.

Chapter 13

1. Over-Income Families

- Added: Over-income limits are being imposed/enforced. Household composition (size) will determine the income threshold. If over-income, will be allowed to continue occupancy for 2 years before termination of lease. Income thresholds will be reviewed/updated annually.