

Chapter 1

1-I.D: The PHA's Programs

- Added: Bridge Rental Assistance Subsidy Vouchers

Chapter 2

2-II.E: Approval/Denial of a Requested Accommodation

- Changed number of days to respond to a reasonable accommodation request to 30 days.
- Added: If the PHA denies a request for an accommodation because there is no relationship, or nexus, found between the disability and the requested accommodation, the notice will inform the family of the right to appeal the PHA's decision through an informal review (if applicable) or informal hearing (See Chapter 16).

2-III.B: Oral Interpretation

- Added:
PHA Policy
The PHA, at its discretion, may choose to use the language services even when LEP persons desire to use an interpreter of their choosing. If the interpreter chosen by the family is a minor, the PHA will not rely on the minor to serve as the interpreter.

Chapter 3

Introduction

- Added: Must not be receiving a duplicative subsidy.

3-I.L: Family Members Permanently Confined for Medical Reasons

- Added: An individual confined to a nursing home or hospital on a permanent basis is not considered a family member.

3-II.D: Family Consent to Release of Information

- Added: The form HUD-52675 Debts Owed to Public Housing Agencies and Terminations. (Added stating all household members over 18 need to sign as currently only head of household signs).

3-II.E: Students Enrolled in Institutions of Higher Education

- Added: EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20]

3-III.D: Screening

- Added: The family owes rent or other amounts to any PHA, or current/previous landlord(s) in connection with the HCV, Certificate, Moderate Rehabilitation or public housing programs, unless the family repays the full amount of the debt prior to being selected from the waiting list.

Chapter 4

4-I.D: Placement on the Waiting List

- Removed: The notice will indicate the family's relative place on the waiting list.

4-II.C: Opening and Closing the Waiting List

- Added: FCHA's Facebook Page when reopening the wait list.

4-III.C: Selection Method

- Added: (7) Bridge Rental Assistance Subsidy Preference (0 points). In order to provide housing to applicants who are Medicaid assisted or eligible, the FCHA received funding from Tuscarora Managed Care Alliance (TMCA). This preference will only be given if the applicant provides a copy of their Medicaid card or signs the required release of information allowing FCHA to screen them through TMCA for eligibility.
- Added: Bridge Rental Assistance Subsidy Vouchers
Families will receive Bridge Rental Assistance Subsidy through TMCA for the length of the contract term. In the event the TMCA loses funding, or the contract term expires, FCHA will pull those applicants receiving that specific funding and absorb them into the Housing Choice Voucher program regardless of their number on the waitlist. All applicants receiving Bridge Rental Assistance Subsidy must stay on the Housing Choice Voucher waitlist until they receive Housing Choice Voucher subsidy.

Chapter 5

5-I.B: Briefing

- Updated: Information on in-person compared to online briefing practices.

Chapter 6

6-I.B: Household Composition and Income

- Added: The PHA will utilize the requested verification from the responsible medical professional as evidence that the family member is residing in a nursing home or hospital. When the PHA verifies the family member is a permanent resident of a nursing home or hospital, a termination letter will be sent in accordance with Chapter 12 Termination of Assistance. If the family member disagrees with the decision they may utilize their right to an informal hearing and provide evidence to the contrary.

6-III.C: Applying Payment Standards

- Added: FCHA will complete an interim change immediately when requesting to add/remove a person from the household. Voucher Size and Utilities will coincide with what the family is allotted based on their household size. A 30 (thirty) day notice will be given unless the information was not provided in accordance with the 14-day guideline.

Chapter 8

8-II.A: Overview

- Added: *Pre-inspections*. A pre-inspection may be requested by a potential owner to determine if a vacant unit would require extensive repairs making the unit ineligible for assistance. These inspections are only completed if requested and will be scheduled if there is availability. These inspections do not guarantee eligibility.
- Added: *Move-out Inspections*. A move out inspection will be completed prior to a participant requesting to port to another county. This ensures the family is in compliance with HQS requirements prior to moving to another county.
- Added: Remote Video Inspections (RVIs) [Notice PIH 2020-31]

PHA Policy

The PHA will not conduct any HQS inspection using RVI.

Added 8-II.E: Pre-Inspections. The PHA will conduct a pre-inspection if the owner requests one in writing. During a pre-inspection the inspector will be looking for any items that may cause an undue hardship to the landlord to repair/replace. The inspector will not provide a report to the landlord on items that need repaired/replaced but will verbalize what deficiencies s/he can see at that time of the pre-inspection. Completing a pre-inspection does not guarantee that the unit will immediately pass an initial inspection. An initial inspection will be completed if/when a Section 8 participant provides a completed RTA. All pre-inspections will be scheduled as time allows.

Added 8-II.F: Move-out Inspections. The PHA will conduct a move out inspection if a participant wishes to utilize their portability opportunity. A move out inspection will be completed prior to a participant being issued a voucher to move under the portability clause of their voucher. The inspector will be looking for tenant caused issues ensuring the family is in HQS compliance before moving to another county. The inspector will not be looking for deficiencies in regards to landlord repairs unless a health and safety item is discovered.

Chapter 10

10-II.B: Initial PHA Role

- Added: A move out inspection will be completed on the applicable family's unit within 10 business days of the FCHA's written approval to move. This inspection will be completed prior to a voucher being issued. Once a passed move-out inspection is completed, the FCHA will issue a new voucher within 10 business days of the passed move-out inspection.

Chapter 11

11-I.B: Scheduling Annual Reexaminations

- Added: The PHA has the sole discretion to require annual reexamination interviews be conducted via mail, facsimile, or email in the case of local, state, or national physical distancing orders, and in cases of inclement weather or natural disaster.

Chapter 12

12-I.E: Mandatory Policies and Other Authorized Terminations

- Added: The family currently owes rent or other amounts to any Section 8 landlord, current or previous, for rent, damages to the unit, or other amounts owed by the family under the lease. The family has breached the terms of a repayment agreement entered into with the FCHA or a Section 8 landlord.

Chapter 16

16-III.C: Informal Hearings for Participants

- Added: If the informal review will be conducted remotely, at the time the PHA notifies the family of the informal review, the family will be informed:
 - Regarding the processes to conduct a remote informal review;
 - That, if needed, the PHA will provide technical assistance prior to and during the informal review; and
 - That if the family or any individual witness has any technological, resource, or accessibility barriers preventing them from fully accessing the remote informal review, the family may inform the PHA and the PHA will assist the family in either resolving the issues or allow the family to participate in an in-person informal review, as appropriate.

Informal Review Procedures [24 CFR 982.554(b)]

- The informal review must be conducted by a person other than the one who made or approved the decision under review, or a subordinate of this person.
- The applicant must be provided an opportunity to present written or oral objections to the decision of the PHA. (Throughout whole chapter added informal process according to Nan McKay on informal review and making sure those with disabilities have assistance with the process.)

Chapter 17

17-I.A: Overview

- Updated:
PHA Policy
The PHA may set aside project-base up to an additional 10 percent of its authorized units, up to 30 percent, in accordance with HUD regulations and requirements.
- Updated:
PHA Policy
The PHA may project-base units not subject to the 20 percent cap in accordance with HUD regulations and requirements.
- Updated: The advertisement will state the number of vouchers available to be project-based, the type of units that will be considered, the submission deadline, and will note how to obtain the full RFP with information on the application and selection process. Advertisements will also contain a statement that participation in the PBV program requires compliance with Fair Housing and Equal Opportunity (FHEO) requirements.

Public Housing and Section 8 Resident Advisory Board Meeting
Online through Zoom
November 18, 2021 5:00 p.m.

FCHA Staff in Attendance

1. Dr. Linda Thomas Worthy
2. Christine Lagana
3. Jessica Runshaw
4. Robert Barrick

Tenants in Attendance

1. James McQuait

Participants in Attendance

1. Tim Smith

Robert Presentation:

Capital Fund

1. Total Capital Funds available for 2021 was \$979,605.00.
2. 2020 Projects Completed in 2021
 - Concrete Sidewalk (AMPs 1 and 2)
 - Roof/Siding/Gutter Replacement (AMP 2A)
 - Electrical Upgrade (AMPs 3 and 4)
 - Garage Addition Completed by December (AMP 4)
 - Faucet and Sink Replacement (AMP 1)
 - Community Center Renovation Completed by December (AMP 1)
3. 2021 Upcoming Projects
 - Window Replacement (All AMPs). This may be a multi-year project due to amount of work and materials needed to replace all windows across all AMPs. We plan to start in AMPs 1 and 3, and continue from there.
 - Roof/Siding/Gutter-Continuation of work done in AMP 2A. May be incorporated with window replacement in some cases.
 - Concrete Work to Porches in AMPs 2 & 4. Follow-up from sidewalk work.
 - Landscaping Work (All AMPs) Manage overgrown trees, and curb appeal for the properties.
 - Seeking feedback from residents on their ideas for Capital Fund projects.
 - Begin process for CF2021 work.

Questions from Residents:

- Mr. McQuait asked when windows will be started. Mr. Barrick indicated there is no set start date; plan to start within next year or two. James understood.

Christine Presentation:

Handbook

1. Addition to Yard Regulations. If maintenance is required to mow your yard to keep FCHA in accordance with Borough Ordinance, your account will be charged \$25.00. A lease violation will be issued for every third occurrence.

Lease Part 1, Section III

1. Addition to Charges. At developments where utilities are provided by the Authority, a charge shall be assessed for excessive utility consumption due to the operation of major tenant-supplied appliances *or when the excessive usage reaches more than 25% of the average utility bill*. This charge does not apply to tenants who pay their utilities directly to a utility supplier. *In the event of multiple units sharing a utility, the excess charges will be divided equally between the number of units that share that meter.*

Lease Part 2

- No Changes

Pet Policy

1. Correction to Types of Pets. Any breed of dogs classified by the PHA as dangerous to include Pitbull, Bull Terrier, Staffordshire Terrier, Rottweiler, Husky, German Shepherd, Akita, Chow Chow, Doberman Pinscher, Boxer, or any dog mixed with one of the aforementioned breeds.
2. Addition to Pet Rules. Dogs and cats are required to have a current rabies vaccination per the PA Department of Agriculture and Dog Law. Residents must provide updated vaccination certificate to PHA when requested.
3. Addition to Pet Rules. No animal may be tethered or chained inside or outside the dwelling unit at any time.
4. Add Assistance/Service Animal Policy.

ACOP

1. Changes on separate sheet.

Questions from Residents:

- Mr. Smith stated his landlord says no pets. His doctor thinks he should have a pet, and he asked what the Section 8 policy is regarding this. Ms. Runshaw explained that there is a process and she would be happy to go over the steps to get approval through a Section 8 landlord. Mr. Smith will call Ms. Runshaw to discuss and get process started.

Jessica Presentation:

Admin Plan

1. Changes on separate sheet.

Questions from Participants:

- No questions.

Open Forum:

Mr. Smith moved into a new apartment in March and has concerns regarding well system. He stated well water should be required to be checked for quality control. He drew bath water for granddaughter and it was brown and dirty. It causes him anxiety when showering or bathing. Should inspect water on top of standard Section 8 inspection. Ms. Runshaw explained that water would need to be "brown" while inspector is there to see the problem. She will discuss with current inspector to seek a solution. Mr. Smith did inform landlord and he put new water filter in. The landlord instructed him to run water for few minutes before using. The filter and running water seemed to help some. Mr. Smith states it's embarrassing for him, and the smell can be very bad. Ms. Runshaw will follow up with conversation tomorrow. Mr. Smith did state unit was just recently inspected. Ms. Runshaw stated that some of the deficiencies from inspection, when fixed, may take care of some of the problem.

Closed meeting at 5:51 p.m.