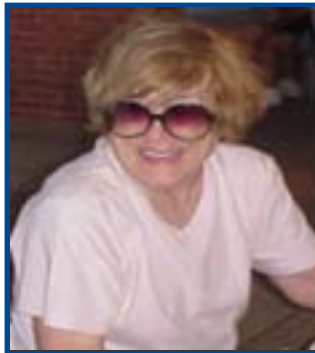




OHFA employees join three members of Ganna Hudson's family for the dedication of Ganna's tree on September 18.



(Above) Ganna with fellow field agents Luanne Alexander, Sharon Coldwell, Carolyn Cook, and Jack Howell in March 2002.
(Right) Ganna at an employee picnic.



OHFA Remembers Ganna Hudson

Ganna served as a field agent in southwest Oklahoma

Colleagues and family members of Ganna Hudson gathered on the lawn of Oklahoma Housing Finance Agency Sept. 18 to plant a tree in her honor. An OHFA employee since 1989, Ganna died July 31 in Lawton.

Ganna served as a field agent for southwest Oklahoma, conducting housing inspections and making sure OHFA customers had safe and affordable places to live.

Those speaking at the tree planting spoke of her positive attitude and her knowledge of OHFA's rental assistance program.

"Ganna was sharp and never intimidated by a challenge," said Sharon Coldwell, a fellow field agent. "She was very dedicated to doing her job and doing her best."

Sharon told those attending the ceremony that Ganna worked diligently to help those she served. "Ganna lived not for the job but

for the reward of helping the disadvantaged," she said. "She had the determination, the interest, the knowledge, the compassion, and the social skills to successfully accomplish any task ever given to her."

Housing Development Team Program Planner Martha Reddout called Ganna a "valuable resource who knew where to direct others for services other than housing."

"Ganna was dedicated to helping low income families secure safe and affordable housing," said Deborah Jenkins, Rental Assistance Team Leader.

Executive director Dennis Shockley said "she liked her job and always had a positive attitude."

Ganna was born December 10, 1936 in Duncan where she resided at the time of her death.

"Ganna lived not for the job but for the reward of helping the disadvantaged."

VISION & MISSION

OHFA Vision:
Recognized as the industry leader, OHFA makes a difference in the lives of Oklahomans by fulfilling their housing needs and dreams.

OHFA Mission:
To provide affordable housing resources.

Rental Assistance Team Mission:
To secure funds to help eligible low income families obtain decent, safe and affordable housing, and do so while providing courteous professional and efficient service.

Important Dates

2003 Rental Assistance In-Service Training (Rental Assistance staff unavailable)

December 11 and 12

2003 Holidays (Offices Closed)

November 27 and 28, Thanksgiving

December 25 and 26, Christmas

2004 Rental Assistance In-Service Training (Rental Assistance Staff unavailable)

March 4 & 5

June 10 & 11

September 9 & 10

December 9 & 10

Meetings for 2004 have not been scheduled. Please refer to www.ohfa.org for updates.

NEWS ON 8, Rental Assistance Newsletter
Oklahoma Housing Finance Agency
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Oklahoma City, OK 73126
www.ohfa.org

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Adding Someone to Your Household?

- Tenants are required to report in writing any change in number of household members within 30 days of change. These changes must be reported to OHFA even if other agencies such as DHS have been informed.
- If you have a baby, this must be reported to OHFA within 30 days of the date of birth.
- If someone leaves your household, (children, spouse, friend etc.) you are required to report the change within 30 days.
- OHFA must approve all additions to the household **prior** to the person moving in unless the addition is due to birth, adoption, or court-awarded custody.

Section 8 Waiting List Remains Closed

On May 14, OHFA's Board of Trustees authorized a resolution to close the waiting list to applicants for the Section 8 Rental Assistance Program. The list will remain closed until further notice.

OHFA has budget authority to assist 9,300 families through the program. There are currently 9,400 families receiving rental assistance.

Deborah Jenkins, Rental Assistance team leader, said the OHFA staff is always working to obtain new vouchers so more families can be served.



Inspection Criteria



Q: What are some things that a tenant/landlord should expect during an inspection?

A: These are some items to consider.

- Hot water heaters located in living areas or in a room with a door leading to the exterior must be enclosed. There must also be a temperature-pressure valve present.
- Window panes must be intact. Cracked or broken windows are not allowed.
- An infestation of roaches will cause a home to fail inspection.

For more information on inspection criteria, refer to OHFA's guide to the Section 8 program or visit <http://www.ohfa.org/Rental/Info/programinfo.htm>.

Ideas? Suggestions?

Do you have comments or suggestions for OHFA? Please submit them in writing to the attention of the Rental Assistance secretary or visit our website: www.ohfa.org.

Executive Director
Dennis Shockley

Rental Assistance Director
Deborah Jenkins

NEWS on 8 Editors
Natalie Geis
Holley Mangham

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AA/EEO

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OHFA is a 2000 Oklahoma Quality Award Winner for Commitment

OHFA's Administrative Plan for the Section 8 Housing Voucher Program may be viewed at our central office by appointment or at www.ohfa.org

Housing Assistance Payment Line Available

405-848-1144, Ext. 2898 is available for those having problems with payments to call in and leave a message. Through this line, OHFA can answer questions and help resolve problems or concerns about the amounts paid for rental assistance.

Field Agents

Field agents from the Rental Assistance Team play a vital role in making sure our customers have safe and affordable places to live by conducting housing quality standards inspections.

- Luanne Alexander
North Central OK
- Steve Jett
East Oklahoma
- Christina Christenson
SW Oklahoma
- Larry Keith
SE Oklahoma
- Sharon Coldwell
NE Oklahoma
- Sandy Lindsley
East & NE OK
- Keith Cravens
Central OK
- Debbie Mauldin
Floater Agent
- Fleashia Ford
SW Oklahoma
- Kimberly Kephart
SW Oklahoma
- Roger Hayes
Central OK
- Dodie Pool
Floater Agent
- Jack Howell
East Oklahoma
- Mary Revard
North Oklahoma
- Rhonda James
Floater Agent
- Judy Wright
Floater Agent
- Phillip Jamet
Floater Agent



Important Numbers Rental Assistance Team

Recertification Team 1 (405) 419-8166
Alphabet A, D, G, H, K, M, O, and X Fax: (405) 419-9166

Recertification Team 2 (405) 419-8167
Alphabet B, C, I, J, N, P, T, U, and Y Fax: (405) 419-9167

Recertification Team 3 (405) 419-8168
Alphabet E, F, L, Q, R, S, V, W, and Z Fax: (405) 419-9168

Initial Certification Team (405) 419-8169
Fax: (405) 419-9169

Preapp Status line 1-800-898-6432
or (405) 879-6365

Local Leasing line (405) 842-2471
Toll-free Leasing line 1-800-256-1489
Fax Number (405) 879-8822

Mary Hoock (405) 419-8266
Rental Assistance Supervisor

Jack Bruce (405) 419-8218
Rental Assistance Field Supervisor

Carol Dodge (405) 419-8268
Rental Assistance Manager

John Pettis (405) 419-8230
Rental Assistance Manager

FSS/Home Ownership (405) 419-8171

Carbon Monoxide: Should You Be Worried?

With the signs of winter making their debut, it is time to turn up the heat! With the use of heat comes the need for Carbon Monoxide awareness. Carbon Monoxide (CO) is produced in the home by appliances fueled with natural gas, liquefied petroleum (LP gas), oil, kerosene, coal, or wood. Burning charcoal and running cars also produce CO. CO is a colorless, odorless, and poisonous gas.

Many people with CO poisoning mistake their symptoms for the flu or are misdiagnosed by physicians, which sometimes results in tragic deaths. Some symptoms include headache, fatigue, shortness of breath, nausea, and dizziness.

To prevent CO poisoning have the heating systems inspected and serviced annually. Also, make sure that all appliances are installed according to the manufacturer's instructions. Adequate ventilation should be used around any possible occurrences of CO.

CO detectors are recommended for prevention. A carbon monoxide detector/alarm can provide added protection, but is no substitute for proper use and upkeep of appliances that can produce CO. CO detectors should be installed in the hallway near every separate sleeping area of the

home.

Every year, over 200 people in the United States die from CO produced by fuel-burning appliances (furnaces, ranges, water heaters, room heaters). Others die from CO produced by cars left running in attached garages. Several thousand people go to hospital emergency rooms for treatment for CO poisoning.

If you think you are experiencing any of the symptoms of CO poisoning, get fresh air immediately. Open windows and doors for more ventilation, turn off any combustion appliances, and leave the house. Prompt medical attention is important if you are experiencing any symptoms of CO poisoning when you are operating fuel-burning appliances.

To find out whether or not your house is CO safe, contact your landlord for further assistance. For more information on CO, contact the U.S. Consumer Product Safety Commission (CPSC) at www.cpsc.gov. The CPSC protects the public from the unreasonable risk of injury or death from 15,000 types of consumer products under the agency's jurisdiction.

This article was taken from the U.S. Consumer Product Safety Commission's website.

Keeping Your Home Safe And Warm

Follow these safety tips from CDC, the National Fire Protection Association, and the U.S. Consumer Product Safety Commission to prevent injuries and deaths related to heating your home.

- Install a smoke alarm near bedrooms and on each floor of your home. Test it monthly. If it has a 9-volt battery, change the battery once a year.

- Install a carbon monoxide (CO) alarm near bedrooms and on each floor of your home.

- Make sure heating equipment is installed properly. Have a trained specialist inspect and tune up your heating system each year.

- Keep portable space heaters at least 3 feet from anything that can burn, including bedding, furniture, and clothing. Never drape clothing over a space heater to dry.

- Keep children and pets away from space heaters. Never leave children in a room alone when a space heater is in use.

- Have your fireplace chimney and flue inspected each year and cleaned if needed. Open the flue and use a sturdy fireplace screen when you have a fire. Burn only untreated wood; never burn paper or pine branches—pieces can float out the chimney and ignite your roof, a neighbor's roof, or nearby trees.



- Never use your range or oven to heat your home, even for a short time.

This article was reported from the website of www.kidsource.com.

Briefly Speaking



Completion of the Scheduling Request is the Tenant's Responsibility

Completion of paperwork is the tenant's responsibility. Landlords can assist with this process, but it is up to the tenant to make sure the paperwork is completed and turned in to OHFA. Do not leave your paper work with your landlord.

Inspection Requests

Once you have requested an inspection, it usually takes two or three weeks to process the request. This is due to the volume of families we serve.



Check Mailing

Checks are mailed the first business day of the month. If the first day of the month is a Saturday or Sunday, your check will be mailed on Monday. Payments are made once a month.

Address and Telephone Number Changes

So we can better serve you, you must notify your team in writing if your mailing address or telephone number changes. This will help us get in touch with you in a timely manner. A notice to move must be submitted to your landlord/tenant and OHFA simultaneously.



Poteau Family Purchases a Home With OHFA's Help

Darlene Dotson's home in Poteau sits on a quiet cul de sac near the elementary school. It is the perfect location for this grandmother and the two grandsons who live with her.

"I love this neighborhood and the cul de sac," she said. "My oldest grandson can walk to and from school."

Though she is unable to work because of a disability, Darlene was able to purchase her home through OHFA's Section 8 Housing Choice Voucher Home Ownership Program. OHFA pays a portion of Darlene's mortgage from funds previously set aside for her rent.

She looked forward to owning her own home so her grandsons could have dogs, a swing set and a permanent place to call home.

Darlene calls the way she found her home "an act of God." While eating in a café in town, Darlene met a man who was selling a house.

"He said he had a house near the elementary school and that's the area where I wanted to live," she said. "So I went and looked at it."

Though it was going to take some sweat and equity to make this house a home, Darlene knew it was the home for her.

The seller installed new carpet, tile, paint, screens and storm doors. She has sewn curtains for the dining room and kitchen and plans on making more for the rest of her house.

"This is one of the nicest houses I've ever lived in," she said of the 1,100 square foot, three-bedroom home.

Darlene said she is grateful to OHFA for paying a portion of her mortgage and to KIBOIS Community Action Agency for making her down payment.

"I don't know how I ever made it before, but I did."

To be eligible, participants must be first-time home buyers and have a minimum annual income of \$10,300.

Participants must also be employed for at least one year unless they are elderly or disabled. Eligible participants complete credit screening at Consumer Credit Counseling



(Above) Darlene with her grandchildren
(Below) Darlene's House

Services and attend home buyer education classes.

The program, limited to 600 families, is available to participants of OHFA's Family Self Sufficiency Program and elderly or disabled families.

Mold Facts and Tips

Most people have seen moldy cheese and bread, some have even used it as science project topic, but what about mold in your house? Experts vary in their opinions on the long term effect that mold can have. We have compiled ten useful tips from the Environmental Protection Agency (EPA) to better inform you about mold issues.



1. Potential health effects and symptoms associated with mold exposures include allergic reactions, asthma, and other respiratory complaints.
2. There is no practical way to eliminate all mold and mold spores in the indoor environment; the way to control indoor mold growth is to control moisture.
3. If mold is a problem in your home, you must clean up the mold and eliminate sources of moisture.
4. Fix the source of the water problem or leak to prevent mold growth.
5. Reduce indoor humidity (to 30-60%) to decrease mold growth by venting bathrooms, dryers, and other moisture-generating sources to the outside; using air conditioners and dehumidifiers; increasing ventilation; and using exhaust fans whenever cooking, dishwashing, and cleaning.

6. Clean and dry any damp or wet building materials and furnishings within 24-48 hours to prevent mold growth.
7. Clean mold off hard surfaces with water and detergent, and dry completely. Absorbent materials such as ceiling tiles that are moldy may need to be replaced.
8. Prevent condensation: Reduce the potential for condensation on cold surfaces (i.e., windows, piping, exterior walls, roof, or floors) by adding insulation.
9. In areas where there is a perpetual moisture problem, do not install carpeting.
10. Molds can be found almost anywhere; they can grow on virtually any substance. If moisture is present. There are molds that can grow on wood, paper, carpet, and foods.

This article was taken from the Environmental Protection Agency's website, www.epa.gov.

Section 28 of the U.S. Housing Act of 1937 requires OHFA to provide, upon legitimate request from a law enforcement officer, the current address, Social Security number and photograph (if applicable) of recipient of assistance who is a fugitive felon and/or a parole or probation violator.



Tenant and Landlord Responsibilities

Responsibilities of the Tenant:

1. Comply with the terms of your lease.
2. Do your part to keep the unit safe and sanitary.
3. Cooperate with the owner by informing him or her of any necessary repairs.
4. Cooperate with OHFA for initial, annual, and complaint inspections.

Responsibilities of the Owner:

1. Comply with the terms of the lease.
2. Generally maintain the unit and keep it up to the housing quality standards.
3. Cooperate with the tenant by responding promptly to requests for needed repairs.
4. Cooperate with OHFA on initial, annual, and complaint inspections, including making necessary repairs.