

## Shackelford Named Rental Programs Director



Tim Shackelford has been named OHFA's Rental Programs Director. Shackelford has more than 20 years' experience in the affordable housing industry.

He is responsible for the Housing Choice Voucher and the Performance-Based Contract Administration (PBCA) Program. While employed by the Louisiana Housing Corporation in Baton Rouge, Shackelford worked with housing programs including the HOME Investment Partnerships Program (HOME), Low-Income Housing Tax Credit (LIHTC) and the PBCA Program.

Shackelford holds a Bachelor of Science degree from the University of Central Oklahoma and is a member of the Oklahoma Housing Committee for the Oklahoma Chapter of the National Association of Housing and Redevelopment Officials (NAHRO). He has completed an Executive Leadership Program at the University of Notre Dame and obtained various housing certifications from Nan McKay and Associates and the National Center for Housing Management (NCHM).



# News on 8

A Newsletter for Section 8 Rental Assistance Landlords and Tenants  
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## Homeless to Hopeful

For more than a year, Donnie and Darcel Marshall wondered when life might take a positive turn for them. They spent their nights sleeping at the Salvation Army shelter and their days seeking jobs and hoping for an end to their homelessness.

"We were doing pretty good. Then he got laid off," said Darcel.

Donnie previously worked on seismographs in the oil field and as an interior painter. Darcel worked for a nonprofit and completed criminal justice coursework.

Experiencing homelessness meant a new perspective for the couple.

"Homelessness teaches you not to take anything for granted. We never thought we'd be broke," said Darcel. "You never know what life's going to throw."

"A lot of people have degrees, but they have been in the wrong place at the wrong time," said Donnie.

The couple saw families living in tents and wondered if they too might wind up on the streets.

"I figured one more step and we'd be in the woods. We were almost there," said Donnie.

Life turned a corner for the Marshalls when they attended Sooner Stand Down hosted by the Homeless Alliance. The event offered the opportunity for Donnie and Darcel to meet with several organizations, including OHFA.



*Donnie and Darcel Marshall*

An agreement between OHFA and Journey Home OKC offers a limited number of Housing Choice Vouchers to individuals referred by the Homeless Alliance and the Oklahoma VA Health Care System.

Donnie and Darcel recently moved into a newly refurbished apartment in northeast Oklahoma City. Darcel took one look at the apartment and knew it was the right fit.

"The apartment had new everything and knew I could work with this," she said.

Shortly after moving into their new apartment, life continues to improve for the Marshalls.

Darcel recently accepted a clerical position just a short bus ride from the apartment. Without a vehicle, they have had to turn down job offers due to their reliance on public transportation. Getting a car is their next goal.

"At the end of the day, I give all the positivity to God," said Darcel. "He's had us in the palm of his hand," added Donnie.



## Contact List

TTY	(405) 848-7471
Recertification Team 1 <i>Alphabet A,D,G,H,K,M,O, and X</i>	(405) 419-8166 Fax: (405) 419-9166
Recertification Team 2 <i>Alphabet B,C,I,J,N,P,T,U, and Y</i>	(405) 419-8167 Fax: (405) 419-9167
Recertification Team 3 <i>Alphabet E,F,L,Q,R,S,V,W, and Z</i>	(405) 419-8168 Fax: (405) 419-9168
Initial Certification Team	(405) 419-8169 Fax: (405) 419-9169
Preapp Status line	1-866-569-6306 or (405) 879-6365
Local Leasing line	(405) 842-2471
Toll-free Leasing line	1-800-256-1489
Fax Number	(405) 879-8822
Office Operations <i>Mary Hoock, Manager</i> <i>Ken Erb, Supervisor</i>	(405) 419-8266 (405) 419-8233
Field Operations <i>Kenneth Love, Manager</i> <i>Dodie Pool, Supervisor</i>	(405) 419-8268 (405) 419-8230
FSS/ Home Ownership Specialists <i>Kathy Stafford</i> <i>Ryland Moore</i> <i>Emmy Hise-Doran</i>	(405) 419-8236 (405) 419-8197 (405) 419-8171
Project Based Contract Admin (PBCA) Rhonda Watson	(405) 419-8181 (405) 419-8104

**OHFA's Administrative Plan for the Section 8 Housing Voucher Program may be viewed at [www.ohfa.org](http://www.ohfa.org) or at its central office by appointment.**

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## Additional Apartments Available Through PBCA Program

OHFA's Project Based Contract Administration (PBCA) Program has been moved under the rental programs unit, joining the Housing Choice Voucher Program.

OHFA has administered the PBCA Program since 2000 and it provides another opportunity for individuals to access housing assistance through the U. S. Department of Housing and Urban Development.

It also provides another housing assistance option during times when the Housing Choice Voucher Program waiting list is closed.

To inquire about living in a PBCA property, visit [www.hud.gov/apps/section8](http://www.hud.gov/apps/section8). Enter search criteria to see a list of properties and contact information.

With PBCA, individuals apply and qualify for assistance at the participating property rather than through



Autumn House, Midwest City  
PBCA Property for Seniors

OHFA.

The OHFA PBCA staff includes:  
David Clymer, IT Administrator  
Chevelle Galbreath, Finance Supervisor  
Jeana Jones-Ward, PBCA Specialist  
Lyawanna King-Dawan, Quality Control  
Renee Price, Finance Accountant  
Jabari Touré, PBCA Specialist  
Becky Tribby, PBCA Specialist  
Rhonda Watson, PBCA Supervisor

Contact: (800) 436-1347 or (405) 419-8181

## Weatherization Keeps Homes Warm

The U.S. Department of Energy calculates a reduction of approximately 32 percent on heating bills in houses that have been weatherized. This leads to more than \$400 in yearly savings.

Weatherizing your home can keep you warmer and save energy. Use these home weatherization tips to prepare your home for winter.

- Caulk around plumbing fixtures and vents where there is a gap. Water might be leaking from these pipes; make sure to check.

- Place insulation around plumbing to prevent freezing pipes.

- Inspect each door for cracks between the door and the wall. If you see light coming from the other side, the door needs to be weather-stripped.

- Uninstall window air conditioners and plug the holes. Air tends to leak be-

tween the cracks of window air conditioning units.

- Apply caulk from the outside on windows you already caulked inside.



- Install window film over windows that seem to be allowing cold air inside. Window film can be purchased at hardware and home improvement stores for little money. It is clear plastic that is sealed around the window using a hair dryer to shrink the plastic.

- Remove all outside garden hoses from water

spigots.

OHFA issues Lead Based Paint waivers usually from December until April 15, or when the temperature remains consistently below 50 degrees. Paint waivers delay the requirement to treat areas of defective paint during times of cold weather.

# Palomar Offers Resources to Survivors of Violence

Palomar, Oklahoma City's Family Justice Center, helps victims of domestic violence and sexual assault by bringing vital services together under one roof. The organization is a public/private partnership with the City of Oklahoma City.

With Palomar, a client can find protection, hope and healing in one place.

"A lot of our clients struggle with getting holistic services," said Vanessa Morrison, operations manager. "They are afraid to be alone in the world. Palomar shows you have a village behind you."

Fourteen organizations office on-site at Palomar. An individual seeking help now has one-stop access to different services including police, legal, social service, victim services and counseling.

Individuals who seek the services of Palomar have the opportunity to visit one-on-one with a Client Navigator who will connect them with the various partner organizations.



Palomar is located at 1140 N. Hudson Ave. and may be reached at (405) 552-1010.

Individuals needing assistance outside the Oklahoma City metro may contact the Tulsa Family Safety Center, (918) 743-5763 or One Safe Place Family Justice Center in Shawnee, (405) 273-0323.

## OHFA Answers Questions from Landlords

Each year, OHFA hosts Landlord Meetings to share important information and receive feedback. We have compiled a list of the questions and answers from the events this year.

Q: Where is the information regarding Lead Based Paint Clearance report and investigation?

**A: Refer to HUD's Guidelines for the Evaluation and Control of Lead Based Paint Hazards in Housing, Chapters 15 and 16. The guidelines are located on the HUD website, [www.hud.gov](http://www.hud.gov).**

Q: Why does OHFA give flex appointment times instead of set appointment times on all inspections?

**A: Due to the geographical area that the agents cover, all biennial and tenant request appointments are placed on a flex schedule. This allows the agents the required time to complete all new unit set time appointments and still be on schedule.**

Q: Why are biennial re-inspection appointments taking so long to get scheduled?

**A: HUD regulations allow owners up to 30 days to complete repairs. OHFA schedules about two weeks in advance. OHFA works to schedule re-inspections close to the 30th day to allow time for repairs.**

Q: How soon may I submit a rent increase request?

**A: A rent increase may be submitted up to 120 days in advance of the requested effective date using OHFA's Rent Increase Request Form, available on our website. Rent increases must be requested at least 60 days in advance. Depending on the family's circumstances, the family may bear the cost of a rent increase, especially larger increases.**

**For a complete list of questions and answers, visit <http://tinyurl.com/landlordmeetings>.**

### Changes to Phone Number, Email & Mailing Address

Immediately notify OHFA in writing every time your telephone number, email or mailing address changes.

### Housing Assistance Payments

Report concerns or questions regarding rental assistance payments to (405) 848-1144, Ext. 2898. Leave a detailed message and a phone number where you can be reached.

### Housing Assistance Payment History

Property owners may access payment history 24/7 at [www.hapcheck.com](http://www.hapcheck.com).

### Available Rental Properties

Visit <http://ohfa.gosection8.com> to view or list available units for free or call (866) 466-7328.

### Field Agents

- Luke Brooks  
*East Oklahoma*
- Christina Hines  
*Floater Agent*
- Jack Howell  
*East Oklahoma*
- Corey King  
*Floater Agent*
- Rhonda Murrell  
*Floater Agent*
- Philippe Jamet  
*Floater Agent*
- Sandy Lindsley  
*East & NE OK*
- Debbie Mauldin  
*Floater Agent*
- Shannon Ogle  
*SE Oklahoma*
- Shawnta Ward  
*Floater Agent*
- Judi Wright  
*Floater Agent*



**Holidays (Offices Closed)**

November 23 & 24, Thanksgiving  
December 25 & 26, Christmas  
January 1, New Year's Day 2018  
January 15, Martin Luther King Jr. Day  
February 19, Presidents Day  
May 28, Memorial Day

**Rental Assistance Trainings (Staff Unavailable)**

December 7  
2018 dates are TBA

**Resident Advisory Board Meeting**

November 30

**SEE WHAT'S INSIDE!**



**Meet the New Rental Programs Director**



**Moving from Homelessness to Hope**



**Weatherize to Keep Your Home Warm**



**Palomar Helps Assault and Violence Victims**

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www.ohfa.org

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## Section 8 Waiting List Still Closed

The waiting list for OHFA's Section 8 Housing Choice Voucher Program closed June 1, 2016. Applications are no longer being accepted. OHFA will publish a notice on its website [www.ohfa.org](http://www.ohfa.org) when the waiting list re-opens. Anyone on the waiting list should make sure OHFA has their current mailing address.



Home fires occur more in winter than in any other season. Consider these holiday safety tips, when celebrating this winter.

Holiday Entertaining

In 2014, U.S. fire departments responded to an estimated 1,730 home

cooking fires on Thanksgiving, the peak day for such fires.

Enjoy Thanksgiving with these fire safety tips:

- Stay in the home when cooking your turkey. Check on it frequently.
- Make sure smoke alarms are working by pressing the test button.
- Keep children away from the stove. Steam or splash from hot food and liquids can cause serious burns.
- Be sure electric cords are not dangling from the counter.

Holiday Decorating

- Be careful with holiday decorations. Choose decorations that are flame

resistant.

- Keep lit candles away from decorations and other things that can burn.
- Replace any string of lights with worn or broken cords or loose bulb connections.
- Blow out lit candles when you leave the room or go to bed.
- Turn off all light strings and decorations before leaving or going to bed.
- Get rid of a fresh tree after Christmas or when it is dry.

Information adapted from the National Fire Protection Association (NFPA) Public Education Division, [www.nfpa.org/education](http://www.nfpa.org/education).