

2023

FALL /  
WINTER

# SHA TIMES

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**200 North 11th St  
Springfield, IL 62703**



**(P) 217-763-5757  
(F) 217-753-5799**



**[www.springfieldhousingauthority.org](http://www.springfieldhousingauthority.org)**

# *From the Desk of the Executive Director*



There is a familiar expression that reminds us that “to everything there is a season”. Seasons change as depicted in the picture above. This expression and the changing of seasons suggest that a transformation process is taking place. Over the past twelve (12) months the Springfield Housing Authority has experienced season changes. These season changes have occurred through HUD regulatory modifications reflected in SHA’s updated Admissions and Continued Occupancy Policy (ACOP) which impacts and governs SHA’s affordable housing program operations; and the Housing Choice Voucher (HCV) Administrative Policy which impacts and governs SHA’s voucher program operations. Please take time to read carefully the HUD highlights of the regulatory changes in this issue of SHA Times.

Additionally, the SHA has welcomed new team members within our affordable housing and housing choice voucher programs as well as our maintenance, modernization, finance and family self-sufficiency divisions. You will find their names and positions on our “Welcome to the Team” page within this newsletter. Thank you for being patient with the Springfield Housing Authority as our new team members transition into their new roles.

As 2023 comes to a close and we look towards 2024 let’s look towards the future with hope, faith and optimism. During a time when our world is filled with such unrest, let’s do our best to be positive difference makers. I would like to wish everyone a . . .

Happy Thanksgiving, Merry Christmas, Happy Holidays and Happy New Year!!

Dr. Jackie L. Newman  
Executive Director

# How Are We Doing

*Hello Families*

*How has your experience been in the Affordable Housing or Housing Choice Voucher Program? Springfield Housing Authority would like to add your positive story or testimony in our Quarterly resident newsletter.*



For more information: Call: 217-755-5757

Email: [evonites@sha1.org](mailto:evonites@sha1.org)

Subject Line: Newsletter Story

## SHA Customer Service



**SCAN QR CODE FOR SURVEY**

**PLEASE VISIT**

[www.springfieldhousingauthority.org/survey.aspx](http://www.springfieldhousingauthority.org/survey.aspx)

**TAKE TIME TO COMPLETE A SURVEY TODAY!**

**SPRINGFIELD HOUSING AUTHORITY WOULD LIKE  
TO THANK YOU FOR YOUR VISIT OR CALL.**

# Rent Reminder



## MONEY ORDERS /CASHIER CHECKS

When paying with a money order or  
a cashier check:

- ◆ Sign and print your name legibly
- ◆ Make sure your address is printed on document
- ◆ Keep the receipt for your records
- ◆ Money Orders can be reissued immediately with a minimal charge (At Location of Purchase)
- ◆ Cashier checks cannot be reissued for 90 days and may have a charge (At Location of Purchase)

Make Rent your **FIRST** priority.

Please ensure your account is paid in full.



Please visit the SHA's website for updates...

[www.springfieldhousingauthority.org](http://www.springfieldhousingauthority.org)

# SHA Employment Opportunities



## Springfield Housing Authority's Career

The Springfield Housing Authority (SHA) is an Equal Employment Opportunity employer. The SHA team consists of a diverse workforce of approximately sixty-three (63) full-time employees and two (2) part-time employees, committed to our mission of providing decent, safe, and sanitary housing at an affordable cost for low, and moderate-income families and individuals. We are dedicated to providing well-managed, well-maintained, and high quality housing. Our focus is to build communities and neighborhoods which promote self-sufficiency. The administrative support staff, housing professionals, and maintenance staff all contribute to fulfilling this mission and provide outstanding service to our community.

### SECTION 3 PROGRAM:

The Springfield Housing Authority is committed to providing quality housing and economic opportunities for our residents as well as other qualified low and very low income persons who permanently reside in Sangamon County. Individuals are strongly encouraged to apply as part of SHA's Section 3 Program. The Section 3 Program is a provision of the Housing and Urban Development Act of 1968 that helps foster local economic development, neighborhood economic improvement, and individual self-sufficiency.

### REWARDS OF EMPLOYMENT:

SHA employees enjoy a rewarding, challenging, and professional environment in addition to a healthy work life balance. Employees are afforded the opportunity to learn from experienced housing professionals, complete training, and continue educational goals in order to grow professionally and achieve their maximum potential.

### BENEFITS

The Springfield Housing Authority offers a competitive total compensation package which includes the following benefits to eligible employees:

Vacation – begins at 12 days annually; Sick – 12 days annually; Holidays – 14 days annually; Medical, Dental, Vision and Life insurance; Retirement is contributed by SHA at 11.5% of an employee's salary; and an Employee Assistance Plan.

Caretaker

Custodian

Asset (Property) Manager

Management Associate

HCV Specialist

# Administrative Plan Changes Summary

In October 2023, the following HUD Housing Opportunity Through Modernization Act (HOTMA) required and other policy changes went into effect for the Housing Choice Voucher Program:

Subject	New Policy
<b>Asset Limitations</b>	<p>Housing Choice Voucher applicants or participants may not have assets over \$100,000.</p> <p>Assisted families with assets exceeding \$100,000 will be provided notice and timeframe to cure or will be issued lease termination.</p> <p>Families shall not have a present ownership interest in, a legal right to reside in, and the effective legal authority to sell real property that is suitable for occupancy by the family as a residence.</p>
<b>HUD Consent Forms HUD Form 9886</b>	<p>HCV applicants or participants must execute HUD consent forms for eligibility or continued eligibility. Families may revoke consent, however revoking consent shall result in termination or denial of assistance.</p>
<b>Eligibility Factors</b>	<p>HCV shall not be available to applicants and/or members of their households who have been convicted of any misdemeanor criminal activity within the past three (3) years and convicted of any felonious criminal activity within the past seven (7) years.</p>
<b>Health Expense Deductions</b>	<p>Effective January 1, 2024, the allowable deductions for health expenses exceeding 10% of the families' adjusted gross income. Increased from 3%.</p> <p>A hardship policy was created and is available for tenants to apply for a lesser threshold between 5% and 10% depending on the household's status and previous health expense deductions.</p>
<b>Childcare Expense Deductions</b>	<p>A hardship policy was created and is available for participants to apply for if they are not working/going to school or the child exceeds the age of 13 and they require childcare expenses to be deducted from gross annual income.</p>
<b>Unit Inspections</b>	<p>Unit inspection criteria updated in accordance with HUD rules from Housing Quality Standards (HQS) to the National Standards for the Inspection of Real Estate (NSPIRE).</p>
<b>Errors in Rent Determination</b>	<p>Families shall not be required to repay the Springfield Housing Authority in instances resulting in a family being undercharged for rent where the SHA miscalculated the family's income.</p>
<b>Interim Recertifications</b>	<p>Interims due to increase of income shall be reported and processed when the income is projected to exceed 10% of the family's adjusted gross income.</p>
<b>Definitions</b>	<p>Updated definitions in accordance with HUD rules and regulations.</p>
<b>Rent Increases</b>	<p>After the initial year, owners may request an increase at least 60 days before the next annual anniversary date or HAP expiration date, whichever is sooner but must provide written notice of any proposed increase to the family, in accordance with the lease and contract, and to the SHA.</p>

# Admission & Continued Occupancy Policy Changes Summary

In October 2023, the following HUD HOTMA required policy changes went into effect for the Public Housing Program:

Subject	New Policy
<b>Asset Limitations</b>	<p>Public Housing applicants or participants may not have assets over \$100,000.</p> <p>Assisted families with assets exceeding \$100,000 will be provided notice and timeframe to cure or will be issued lease termination.</p> <p>Families shall not have a present ownership interest in, a legal right to reside in, and the effective legal authority to sell real property that is suitable for occupancy by the family as a residence.</p>
<b>HUD Consent Forms HUD Form 9886</b>	<p>Public Housing applicants or participants must execute HUD consent forms for eligibility or continued eligibility. Families may revoke consent, however revoking consent shall result in termination or denial of assistance.</p>
<b>Health Expense Deductions</b>	<p>Effective January 1, 2024, the allowable deductions for health expenses exceeding 10% of the families' adjusted gross income. Increased from 3%.</p> <p>A hardship policy was created and is available for tenants to apply for a lesser threshold between 5% and 10% depending on the household's status and previous health expense deductions.</p>
<b>Childcare Expense Deductions</b>	<p>A hardship policy was created and is available for tenants to apply for if they are not working/going to school or the child exceed the age of 13 and they require childcare expenses to be deducted from gross annual income.</p>
<b>Unit Inspections</b>	<p>Unit inspection criteria updated in accordance with HUD rules from Uniform Physical Conditions Standards (UPCS) to the National Standards for the Inspection of Real Estate (NSPIRE).</p>
<b>Errors in Rent Determination</b>	<p>Families shall not be required to repay the Springfield Housing Authority in instances resulting in a family being undercharged for rent where the SHA miscalculated the family's income.</p>
<b>Interim Recertifications</b>	<p>Interims due to increase of income shall be reported and processed when the income is projected to exceed 10% of the family's adjusted gross income.</p>
<b>Definitions</b>	<p>Updated definitions in accordance with HUD rules and regulations.</p>

The full Board approved version of the Admissions and Continued Occupancy Plan can be found on the SHA's website at [www.springfieldhousingauthority.org](http://www.springfieldhousingauthority.org) on the Affordable Housing/Resources tab for reference.

# WHAT is Section 3?

*The purpose of Section 3 is to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing Federal, State, and local laws and regulations, be directed to low- and very low-income persons, particularly those who are recipients of government assistance for housing, and to business concerns which provide economic opportunities to low- and very low-income persons.*

**Below are commonly used terms and tools that support Section 3 activities**

## Section 3 Worker

Currently or in the past 5 years, the worker meets at least one of the following:

- Income is below the income limit set by HUD
- Employed by a Section 3 Business
- YouthBuild Participant



## Targeted Section 3 Worker

Currently or in the past 5 years, the worker meets at least one of the following:

- Employed by a Section 3 Business
- Resident of public housing or Section 8 recipient
- YouthBuild Participant
- For HCD Projects: Worker lives within the service area or neighborhood of the project



## Section 3 Business

Meets at least one of the following:

- Is at least 51% owned and controlled by low- or very low-income persons
- Over 75% of labor hours are performed by Section 3 workers (over the prior 3 month period)
- 51% owned by public housing residents or residents currently in Section 8-assisted housing



## Opportunity Portal

Connecting workers to employers, and employers to contracts

The Opportunity Portal is a digital portal where employers can post job opportunities, workers can apply for jobs or post their resume, and grant recipients can post contract opportunities for employers/businesses to bid on.



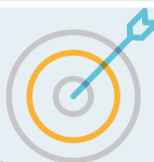
## Business Registry

The Business Registry is an online registry where businesses self-certify they are eligible to be Section 3 and register their business as such. The registry allows grant recipients to search for businesses in their area for specific project needs.

## Benchmarks

25% of all labor generated by certain HUD funds will, to the greatest extent feasible, go to Section 3 workers, and 5% of the total labor will be performed by Targeted Section 3 workers

If recipients are unable to meet this benchmark, they must report on qualitative metrics such as outreach efforts, job fairs, providing technical assistance to help applicants compete for jobs, providing training and apprenticeship opportunities, etc.



## Verification Process

HUD does not verify that all registered Section 3 businesses meet eligibility and qualifications. Grant recipients and general contractors will process this verification through documentation collection at the time of contract.



## Additional Resources

[Frequently Asked Questions](#)  
[HUD Section 3 Home Page](#)  
[Opportunity Portal](#)  
[Business Registry](#)  
[HUD Income Limits](#)  
[HUD Exchange: On-Demand Training and Resources](#)



Contact [Section3@hud.gov](mailto:Section3@hud.gov) if you have any questions





# APPLY TODAY!

## Section 3 Job Program



The Springfield Housing Authority takes great pleasure in extending employment, training, and other economic opportunities to our esteemed residents with the reintroduction of our Section 3 work program! If you are interested in learning more about our current job openings, submitting contract bids, or establishing connections with training organizations, we encourage you to reach out to the Springfield Housing Authority's Section 3 Compliance Manager today! They will guide you through the screening and registration process for our orientation. Section 3 is a versatile program designed to offer tailored solutions to all participants. **For further information and to initiate the process, please refer to the contact information provided below:**

### CONTACT INFORMATION:

**Name:** George Jennings

**Phone:** 217-753-5757 EXT. 315

**Email:** [georgej@sha1.org](mailto:georgej@sha1.org)

**Office:** 1910 Truman Rd.

**Hours:** 8:00A.M.-4:30P.M. (M-F)



Section 3 job opportunities encompass a wide range of roles related to the construction, maintenance, and development of our properties. These typical job opportunities encompass tasks such as plumbing, electrical work, landscaping, manual labor, demolition, and more. If you lack experience or feel you may not have the necessary skills for these specific roles, we encourage you to apply nonetheless. The Springfield Housing Authority (S.H.A.) staff is committed to assisting you in identifying suitable employment opportunities in other fields. Your determination and willingness to explore various opportunities are highly valued.



Originally established as a component of the Housing and Urban Development (HUD) Act of 1968, Section 3 represents an initiative implemented by Housing Authorities to provide employment opportunities resulting from the utilization of HUD funding to the very residents of the properties undergoing renovation or development. We strive to offer you any assistance that will increase your ability to secure gainful employment and achieve self-sufficiency!

Recent amendments to the legislation in mention have broadened the reach of our Section 3 program, affording us the opportunity to collaborate with a more diverse array of individuals and exercise greater flexibility in the opportunities we can provide our valued Residents!

Previously, Section 3 was primarily concerned with meeting specific hiring targets tied to contracts. However, HUD has now reoriented the program's focus towards overall workforce participation. This shift enables us to concentrate on delivering substantial, enduring employment prospects to our residents, rather than solely pursuing short-term and easily attainable metrics for our contractors and vendors.

S.H.A. Staff will be providing regular updates about our Section 3 program through this newsletter so please check back Next Month for more info!

**IMPORTANT TO NOTE:** *Section 3 is not an entitlement program. Prospective participants must undergo a screening process, complete registration, and attend an orientation session to be eligible for program participation. It is important to note that S.H.A. does not possess the authority to compel contractors or vendors to employ individuals who do not meet the requisite qualifications or fitness standards.*

#### Job Opportunities

Work with our contractors and vendors on some of the jobs related to the construction, maintenance, and development of our properties

#### Training Opportunities

Advance your professional skillset or learn a new trade through local Unions, Training Institutions, Community Organizations and more

#### Contracting Opportunities

Earn Points in our Procurement system by identifying yourself as a "Section 3 Business Concern" and work on jobs with other Residents

## What is NSPIRE?

NSPIRE – the National Standards for the Physical Inspection of Real Estate – is the new physical inspection model designed to promote HUD’s goal of reducing health and safety hazards in the home. To achieve this goal, NSPIRE prioritizes the condition of dwelling units—where people live. NSPIRE aligns multiple HUD programs to a single set of inspection standards so that the same expectations of housing quality can be achieved across HUD programs.

NSPIRE introduces a new, innovative approach for developing, updating, and adapting standards and scoring based on continuous learning and improvement. To develop NSPIRE, HUD is collaborating with a diverse group of stakeholders, including property owners and managers, public housing agencies, public health and public safety professionals, and resident groups, who are providing critical input to the standards, processes, and protocols. These aspects of NSPIRE are being tested at volunteer properties throughout the two-year NSPIRE Demonstration, currently in progress, with feedback from inspectors and properties used to update and refine the inspection model.

NSPIRE is also being updated using data gathered from a concurrent demonstration that HUD is conducting for the Housing Choice Voucher program. Both demonstrations reflect HUD’s congressional mandate to implement a single inspection protocol for public housing and voucher units. Under NSPIRE, HUD plans to leverage inspection data, lessons learned, and stakeholder feedback to update standards and scoring at least every three years.

NSPIRE makes key improvements to inspections to increase their objectivity, accuracy, and consistency. Under NSPIRE, inspections are based on deficiency indicators to ensure deficiencies cited by inspectors accurately reflect substandard conditions within a property. Each inspection standard is supported by a rationale, which is a clear and concise explanation of the potential risk a defect presents.



## Why is it happening?

HUD’s analysis found that its inspection models could be improved to enable HUD to more effectively and consistently evaluate housing across programs. HUD determined that while its legacy inspection models are well-intentioned in design, neither model currently aligns with HUD’s priorities or the state of the housing industry. Further, while a majority of properties are in compliance with HUD’s standards, NSPIRE will provide improved capabilities to detect and identify those properties that are not. Under NSPIRE, HUD aims to safeguard affordable housing for American families and promote the health and safety of residents living in HUD-assisted housing.

## What will it accomplish?

With NSPIRE, inspectors for HUD-assisted and HUD-insured housing will be able to conduct objective, defensible, and consistent assessments to evaluate housing conditions. This will result in inspection results that more accurately indicate property conditions and promote better living conditions for residents.

NSPIRE inspections will more accurately reflect the true physical conditions of properties and ensure that property owners adopt sound maintenance practices to eliminate health and safety hazards that may pose a threat to residents. By placing more emphasis on the condition of residents' dwellings, the new inspection model aligns more closely with stakeholder expectations regarding housing quality. As a result, NSPIRE will encourage property owners to perform year-round maintenance and address health and safety deficiencies in a timely fashion. Properties will not be expected to expend more resources, but rather shift their maintenance plans to prioritize residents' health and safety. It will also eliminate unnecessary complexity by aligning inspection standards across diverse HUD programs, while accommodating flexible protocols.

### How will it do that?

NSPIRE focuses on the condition of dwelling units and modernizes and streamlines HUD's physical inspections processes using objective, defensible, and repeatable quality indicators focused on those things most important. Inspections will prioritize critical health and safety conditions, and properties will not be able to pass inspection if dwelling units fail the inspection. HUD also understands the importance of collaborating with its stakeholders in the design and implementation of NSPIRE. The NSPIRE Model will be tested during a demonstration, with feed-

back collected from stakeholders and sources to develop and refine the standards. Having volunteer properties collaborate with HUD in the NSPIRE Demonstration is an essential part of this process. With their input, HUD will establish inspection standards that accurately evaluate the most important aspects of HUD housing.



## What is the NSPIRE Demonstration?

The NSPIRE Demonstration is a two-year process to test and evaluate NSPIRE standards, processes, and protocols in collaboration with approximately 4,500 volunteer properties. By performing inspections under the NSPIRE Model at volunteer properties, HUD will be able to test and evaluate the revised standards, the new scoring model, new technology, and new information exchange and support services.

During the Demonstration, HUD will evaluate inspection accuracy, objectivity, and efficacy. Throughout the course of the Demonstration, the results of these tests and evaluations will allow HUD to refine the NSPIRE standards, scoring, and protocols for increased effectiveness and efficiency. The NSPIRE Demonstration will also allow HUD to test and evaluate implementation strategies to determine the most effective way to roll out NSPIRE nationwide.



## Why does NSPIRE have a Demonstration?

HUD wishes to work collaboratively with public housing agencies and property owners and agents to evaluate NSPIRE's effectiveness and refine the standards, scoring, and protocols. The Demonstration allows HUD to test aspects of NSPIRE independently of existing regulations. By performing NSPIRE inspections at volunteer properties, HUD will be able to test and evaluate the revised standards, the new scoring model, and updated technologies and processes across the new model. NSPIRE is also being updated using data gathered from a concurrent demonstration that HUD is conducting for the Housing Choice Voucher program.

Feedback provided by participants and testing conducted throughout the course of the Demonstration will allow HUD to refine NSPIRE standards, scoring and protocols. Additionally, testing and input received during the Demonstration will help HUD achieve its goals for NSPIRE of increasing objectivity in physical inspections and focusing on resident health and safety. Once the Demonstration has concluded, NSPIRE will be implemented through the issuance of regulatory and sub-regulatory updates and changes through the rulemaking process.



# News You Can Use

## UTILITY BILL ASSISTANCE

The Low Income Home Energy Assistance Program (LIHEAP) helps eligible low-income households pay for home energy services. Energy cost can place severe stress on a family budget sometimes forcing household to make painful decisions regarding which bills to pay and which necessities to survive without.

To apply for utility assistance, begin your pre-application process to get connected with a local agency that can help.

[www.illinoishousinghelp.org](http://www.illinoishousinghelp.org)

## FREE LEGAL AID FOR EVICTION PREVENTION

IDHS created a state-funded network of 16 non profit organizations providing free legal aid, medication services and connections to other resources including rental assistance—to increase housing stability. Mediation is an opportunity for landlords and tenants to resolve issues with the help of a knowledgeable and neutral party.

**For assistance, call 1-855-631-0811**

## LOOKING FOR AN AFFORDABLE HOME?

For those looking for a new place to call home [ILHousingSearch.org](http://ILHousingSearch.org) allows you to search thousands of affordable subsidized and market rate units throughout Illinois. You can customize your search based on your specific needs, budget and desired location.

The service is also available through a toll-free, bilingual call center at [\(877\) 428-8844](tel:8774288844)

### CALL 211

Crisis, Information, and Referral Workers can be reached 24 Hours a day, 7 days a week, 365 days per year by calling United Way 2-1-1 or texting

TXT211 (898211)

If you are having trouble accessing 2-1-1, contact 1-888-865-9903.

## BEHAVIORAL HEALTH SUPPORT

### Memorial Behavioral Health

**Call 988 for suicide or mental health crisis support**

**Main Line: (217) 525-1064**

**Crisis Response: (217) 788-7070**

**Mon-Fri: 10:30am –6:30pm**

**Living Room for immediate support/walk-in  
710 N Eight St.**

### Gateway Foundation

Alcohol and drug treatment programs.  
(217) 529-9266

### Family Guidance Center

Substance use treatment, medication-assisted treatment, Residential and out patient.  
(217) 544-9858

## MEALS

### St. John's Breadline

430 N 5th St (217) 528-6098

Breakfast 8-9am (M-F)

Lunch 10:30 am—1:30 pm Every day

### Kumler United Methodist Hospitality House

600 N 5th Street: (217) 523-2269

Light Meal to go ONLY

Tuesday: 4:00 pm - 5:30 pm

### Washington Street Mission

408 N 4th Street: (217) 544-9011

7:30a m —10:30 am /12:30—3:30pm (M-F)

Indoor seating area (with coffee) available, laundry and showers available (sign up during coffee hours)

# Preventive Steps



## Take time to get a flu vaccine.

- CDC recommends a yearly flu vaccine as the first and most important step in protecting against flu viruses.
- Flu vaccines help to reduce the burden of flu illnesses, hospitalizations and deaths on the health care system each year. (Read more about [flu vaccine benefits](#).)
- This season, all flu vaccines will be designed to protect against the four flu viruses that research indicates will be most common. (Visit [Vaccine Virus Selection](#) for this season's vaccine composition.)
- Everyone 6 months and older should get an annual flu vaccine, ideally by the end of October. Learn more about [vaccine timing](#).
- Vaccination of people at higher risk of developing serious flu complications is especially important to decrease their risk of severe flu illness.
- [People at higher risk of serious flu complications](#) include [young children](#), [pregnant people](#), people with certain chronic health conditions like [asthma](#), [diabetes](#) or [heart](#) and lung disease, and [people 65 years and older](#).
- Vaccination also is important for [health care workers](#), and other people who live with or care for people at higher risk to keep from spreading flu to them. This is especially true for people who work in long-term care facilities, which are home to many of the people most vulnerable to flu.
- [Children younger than 6 months](#) are at higher risk of serious flu illness but are too young to be vaccinated. People who care for infants should be vaccinated instead.

## Take everyday preventive actions to stop the spread of germs.

- Take everyday preventive actions that are recommended to reduce the spread of flu. Avoid close contact with people who are sick. If you are sick, limit contact with others as much as possible to keep from infecting them.
- Cover coughs and sneezes. Cover your nose and mouth. Cover your nose and mouth with a tissue when you cough or sneeze. Throw the tissue in the trash after you use it.
- [Wash your hands](#) often with soap and water. If soap and water are not available, use an alcohol-based hand rub.
- Avoid touching your eyes, nose, and mouth. Germs spread this way.
- Clean and disinfect surfaces and objects that may be contaminated with viruses that cause flu

For [flu](#), CDC recommends that people stay home for at least 24 hours after their fever is gone except to get medical care or other necessities. Fever should be gone without the need to use a fever-reducing medicine. Note that the stay-at-home guidance for [COVID-19](#) may be different.

# Preventive Steps

Learn about some of the similarities and differences between flu and COVID-19.

## Take flu antiviral drugs if your doctor prescribes them.

- If you are sick with flu, antiviral drugs can be used to treat your illness.
- Antiviral drugs are different from antibiotics. They are prescription medicines (pills, liquid or an inhaled powder) and are not available over-the-counter.
- Flu antiviral drugs can make flu illness milder and shorten the time you are sick. They may also prevent serious flu complications. For people with higher risk factors [308 KB, 2 Pages], treatment with an antiviral drug can mean the difference between having a milder illness versus a very serious illness that could result in a hospital stay.
- Studies show that flu antiviral drugs work best for treatment when they are started within 2 days of getting sick, but starting them later can still be helpful, especially if the sick person has a higher risk factor or is very sick from flu.

If you are at higher risk from flu and get flu symptoms, call your health care provider early so you can be treated with flu antivirals if needed. Follow your doctor's instructions for taking this drug.



# Health Awareness



The month of October is a time to recognize and bring awareness to several causes. Its also dedicated to raising awareness about important health topics. Being aware help bring a greater understanding of illnesses and issues that affect our community and those we love. This is a great time to reach out to friends or family members who are facing a diagnosis or illness and to support them while experiences such challenges.

<b>All Cancers</b> Lavender	<b>Kidney Cancer</b> Orange	<b>Pancreatic Cancer</b> Purple
<b>Bladder Cancer</b> Yellow	<b>Leiomyosarcoma</b> Purple	<b>Prostate Cancer</b> Light Blue
<b>Brain Cancer</b> Gray	<b>Leukemia</b> Orange	<b>Sarcoma/Bone Cancer</b> Yellow
<b>Breast Cancer</b> Pink	<b>Liver Cancer</b> Emerald	<b>Stomach Cancer</b> Periwinkle
<b>Cervical Cancer</b> Teal/White	<b>Lung Cancer</b> White	<b>Testicular Cancer</b> Orchid
<b>Childhood Cancer</b> Gold	<b>Lymphoma</b> Lime	<b>Thyroid Cancer</b> Teal/Pink/Blue
<b>Colon Cancer</b> Dark Blue	<b>Melanoma</b> Black	<b>Uterine Cancer</b> Peach
<b>Esophageal Cancer</b> Periwinkle	<b>Multiple Myeloma</b> Burgundy	<b>Honors Caregivers</b> Plum
<b>Head/Neck Cancer</b> Burgundy/Ivory	<b>Ovarian Cancer</b> Teal	



**Domestic Violence  
Awareness  
Month**



**National ADHD  
Awareness Month**



**Pregnancy and Infant  
Loss Awareness  
Month**



**National Down Syndrome  
Awareness Month**



**Healthy Lung  
Awareness Month**



# Annual STRONG Families 2023



The Springfield Housing Authority participated in its Annual Strong Families 2023 event held at Madison Park Place. By working with our community partners and organizations, The Springfield Housing Authority Team facilitated effective and sustainable engagements focused on strengthening and empowering families. By providing resources, knowledge, contacts, and guidance SHA can collectively and positively impact the Springfield community and neighborhood challenges.

# National Night Out 2023



Springfield Housing Authority participated in National Night Out which is a campaign to help build a safer community with neighbors, and the City of Springfield. This event was held at participating SHA Hi-Rises and neighborhoods.

# 2023 August Storm Reflections & Highlights

We talk a lot about helping and team-work. Our whole message is that we are more powerful together.

- Victoria Osteen



## The Year of the “Derecho”

A derecho tore through Springfield and surrounding communities on Thursday, June 29. Damage was widespread and significant, with many trees down and power poles broke. As many as 40,000 customers in Springfield were out of power after the storm. As of that Thursday evening the number was around 3,600.

“It was a hurricane –style event.” said City Water, Light and Power Utility Engineer Doug Brown.

Local and out of town crews fanned out to make repairs.

Almost every county had damage. “said Springfield Mayor Misty Buscher, who spoke with Illinois Emergency Management Agency Officials. “They said Sangamon County was the eye of the storm.”

**Our fearless leaders, Dr. Newman and Melissa Huffstedtler, were out assisting as necessary! Thank you to all SHA staff who helped organize efforts to clean, repair, and assist residents after the storm and power outage.**

# Family Self Sufficiency & Homeownership Programs

## FAMILY SELF-SUFFICIENCY PROGRAM

The Springfield Housing Authority Family Self-Sufficiency (FSS) program assists participating affordable housing residents and Housing Choice Voucher holders by increasing their earned income and reducing dependency on welfare assistance and rental subsidies.

With guidance from an FSS Specialist, participants execute an FSS Contract and develop an individual training and service plan (ITSP). Intermediate and long-term goals are identified, as well as the resources needed to achieve them: job training, credit repair, childcare, education, and homeownership counseling.

A cornerstone of the program is the opportunity to build individual wealth. Affordable housing and HCV participants know that as income goes up, so does rent. Instead of the rental increase going to SHA, FSS participants capture that increase in an escrow account with the funds becoming available to the participant upon graduation from the FSS program. Graduates have earned thousands of dollars by working toward a better financial future for their family.

Is FSS for you? Visit the SHA Administrative Office to fill out an interest form. Or, you can find one online at [springfieldhousingauthority.org](http://springfieldhousingauthority.org). We are anxious to walk alongside participants as goals are achieved and wealth is built.

Already on our program? Feel free to reach out to your FSS Specialist to schedule your next coaching session:

A – D Paula Mitchell	Ext. 228
E – J Rikki Williams	Ext. 212
K – R Ramon Evans	Ext. 251
S – Z Bridget Finn	Ext. 259

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## HOMEOWNERSHIP

Springfield Housing Authority offers Homebuyer Education Workshops for individuals preparing for homeownership. Topics of discussion include credit, budgeting, the homebuying process, and much more. Two four-hour sessions are required for certification. To RSVP or for more information, reach out to SHA's Homeownership Coordinator, Ron Zumwalt, at [RonZ@SHA1.org](mailto:RonZ@SHA1.org) or 217.753.5757 Ext. 209.

**STAY TUNE FOR HOMEBUYER EDUCATION WORKSHOPS FOR 2024!!**

# Affordable Housing

## DIRECT DEBIT

Make your rent a priority each month, as the eviction process will be followed to keep tenant accounts paid in full each month per HUD regulations. Those who leave with a balance will be reported to HUD's Enterprise Income Verification (EIV) System. This means those with balances will not be allowed to receive assistance from another housing authority until any past balances are paid in full.

**Direct debits are processed on the 5<sup>th</sup>, however, it may take up to 2 weeks for you to see the debit from your account.** You will not be held responsible for any late fees and save money on checks/ money orders and transportation. Enjoy the benefits and savings of utilizing our direct debit program. Direct debit may be utilized on any debit card. Call Accounts Receivable to sign up today at **217.753.5757 Ext 227** or visit our website.

## INCOME CHANGES

Be sure to report **ALL** household income, including temporary employment, unemployment, child support, social security and/or TANF. In addition, be sure to report any decrease in income including no income. Income changes for all residents are accepted from **8:30 to 11:30 am or 1:00 to 4:00 pm**. Your Occupancy Specialist will verify the total income, including unreported income. **SHA has several resources to discover income and any unreported income will be subject to repayment agreement or possible eviction.** Your rental payments will be based on the household's total income.

## CHECK YOUR BALANCE ONLINE

To check your current balance, visit our website at [www.springfieldhousingauthority.org](http://www.springfieldhousingauthority.org)

The Username is the Head of Household's Last Name. The Password is the Head of Households last four digits of their Social Security Number. For more information, contact Accounts Receivable at 217.753.5757 Ext 227.

## WALK-IN HOURS FOR CURRENT RESIDENTS

**Walk-in hours for current Public Housing residents are:**

**Wed. 8:00am to 11:30am or 1:00pm to 4:00pm**

## PH OCCUPANCY SPECIALISTS

**AMP 1 & 4  
Ext 257**

**AMP 3  
Ext 217**

**AMP 2 & 7  
Ext 202**

**AMP 6,8, & 9 (VILLAS)  
Ext 256**

## YARD WORK

Family Scattered site homes are responsible for cutting their own grass. This needs to be completed weekly during the Spring and Summer months and as needed during the fall. Failure to complete this task will result in a non compliance letter and a charge of \$100.00 to the resident. In addition, if your unit gets tagged by the City of Springfield, you will also be responsible for that fee.

## WASTE REMOVAL

Please note that regularly scheduled waste pickup may be delayed due to holidays or weather. To ensure timely pickup, please make sure that your totes are in their designated pickup location prior to 7AM on your scheduled pickup day. The location must be free of any obstructions as this may cause a delay in service if Republic Services determines that it is not safe. To report a missed pickup, please contact Republic Services at 217.522.7797.

## PEST CONTROL

If pest control is scheduled to treat your unit, and the unit is not properly prepped and ready for the service, there will be a \$100.00 charge assessed to the resident. Failure to prepare for treatment or refusing to allow pest control to treat the unit will result in a \$100.00 charge and a noncompliance.

## AFFORDABLE HOUSING APPLICATIONS

Applications for Affordable Housing, including Lincolnwood Estates and the Villas at Vinegar Hill, Madison Park Place are accepted every **Monday & Tuesday from 8:30 to 11:30 am or 1:00 to 4:00 pm**. All applications **MUST** be submitted in person. Telephone, mail, internet, and fax applications will **NOT** be accepted. For information on what documents to bring with your application, please visit our website.

# Housing Choice Voucher

## WALK-IN HOURS FOR TENANTS & LANDLORDS

**Mondays**

**1:00—4:00 pm**

**Wednesdays**

**8:30—11:30 am**

**1:00—4:00 pm**

**NOTE:** Paperwork must always be given to your specialist. It **CANNOT** be dropped off at the front desk.

## HCV WAITING LIST IS OPEN

The waiting lists for the HCV Program is open!

HCV applications are accepted in person only on Tuesdays from 8:30am - 11:30am & 1:00 pm-4:00 pm. For more information, visit our website.

## HCV SPECIALIST

(Last Name)

**A-D**

**Ext 281**

**E—LE**

**Ext 254**

**Li—Sa**

**Ext 218**

**Sc—Z**

**Ext 273**

## Special Programs

**Ext 253**

## INTERIM INCOME CHANGES

**WILL BE TAKEN FROM  
8:30-11:30AM AND 1:00-4:00 PM  
ON THE FOLLOWING DATES ONLY:**

**November 2023:** 1, 2, 3, 6, 7, 8, 9, 13, 14, 15

**December 2023:** 1, 4, 5, 6, 7, 8, 11, 12, 13, 14

If your income increases or decreases by \$100, you **MUST** report it to your specialist. If you are reporting a new job, you must report it the month following your hire date.

Five (5) paychecks are **NOT** needed to report new income as staff have processes to verify new income.

## FAMILY CHANGES

All family members **MUST** be approved by SHA prior to moving in. In the case of birth or adoption of children, you must notify your caseworker. Family composition changes can be requested in person during regular walk-in hours.

## 30 DAY NOTICES

**All tenants interested in moving MUST submit a 30-day notice during the following dates & times only:**

### TO MOVE DECEMBER 1, 2023:

Monday, October 23, 2023

1:00 pm - 4:00 pm

Wednesday, October 25, 2023

8:30-11:30 am & 1:00-4:00 pm

### TO MOVE JANUARY 1, 2024:

Wednesday, November 22, 2023

8:30-11:30 am & 1:00-4:00 pm

Monday, November 27, 2023

1:00 pm - 4:00 pm

### TO MOVE FEBRUARY 1, 2024:

Wednesday, December 20, 2023

8:30-11:30 am & 1:00-4:00 pm

Wednesday, December 27, 2023

8:30-11:30 am & 1:00-4:00 pm

# Housing Choice Voucher

## HAP & UTILITY PAYMENTS

All HAP and utility payments are processed during the first five business days of the month. Please wait until **AFTER the FIFTH (5TH) business day** before you call to check on a payment.

## ONLINE PAYMENT INFORMATION

Please visit the "LANDLORD" section of our website to review and confirm electronic payments. TO retrieve your user name, password or ask question regarding our program. **217.753.5757 Ext 219.**

## LANDLORD ORIENTATION

SHA invites you to learn more about the HCV program by attending one of the monthly new landlord orientations, which are held on the first Monday of each month at 9:00 am. Visit our website for more information. [Springfieldhousingauthority.org](http://Springfieldhousingauthority.org)

## LANDLORD REFERRAL PROGRAM

Refer a new landlord who leases to a tenant for at least six months and receive \$250 as part of our new referral program.

Only owners are eligible for this new program,  
No limit on number of referrals

For more information about this program, call at **217. 753. 5757 Ext 219**



# Renters Insurance

## WHAT'S IN YOUR APARTMENT?

### The Case for Renters' Insurance



If you had to replace ALL of these items at once, would you be OK?



Cellphone  
\$500



Laptop  
\$1,200



Jewelry  
\$1,000



TV  
\$500



Furniture  
\$1,500



Wardrobe  
\$1,000



Speakers  
\$200

**\$20k** Average amount of property owned

Individuals with renters insurance **37%**

**\$20** Average monthly cost for renters insurance

Also cost \$20...



DINNER OUT



MOVIES



MANICURE



Companies that offer Renter Insurance in Sangamon County

State Farm

American Family Insurance

Farmers Insurance

Insure One Insurance

Progressive

& many more....

## Why You Need



Renters Insurance



# ROSS Program

**Who is the ROSS Coordinator?** Adrienne Kipp

What does ROSS stand for? Residential Opportunity and Self Sufficiency

What exactly does the ROSS Coordinator do? The ROSS Coordinator is here to help assess and find outside sources and activities to help the tenants at the High-Rises stay self sufficient.



## Meet the ROSS Coordinator:

My name is Adrienne Kipp and I have been working with SHA since June 2020. Many tenants may know me as the former Accounts Receivable Clerk. I was very excited to be offered the chance to become the ROSS Coordinator in May 2021. I am new to the social service industry but have already gotten out there and started to network to find resources.

If you live at 401 W Allen, 1151 N 8th St or 825 W Jefferson please reach out to me even if you do not need anything right away. Also look for my sign-up sheets and come hang out with me at your building.

My contact information is 217-753-5757 ext. 420 or email me at [adriennek@shal.org](mailto:adriennek@shal.org)

**CUT HERE**

---

**WANT MORE INFORMATION OR WANT TO SIGNUP FOR THE ROSS PROGRAM???**

**COMPLETE BELOW & DROP INTO DROP BOX IN YOUR BUILDING**

**FULL NAME:** \_\_\_\_\_ **ADDRESS:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **UNIT NUMBER** \_\_\_\_\_

**WHAT KIND OF ASSISTANCE IS NEEDED?** \_\_\_\_\_



# DECEMBER 2023

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
	<b>Christmas Holiday (Office Closed)</b>					
31						



# JANUARY 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1 <b>New Years Day</b> <b>(Office Closed)</b>	2	3	4	5	6
7	8	9	10	11	12	13
14	15 <b>MLK Birthday</b> <b>Office Closed</b>	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

# Announcements & Upcoming Events

The Springfield Housing Authority will be conducting outreach efforts to provide Springfield Housing Authority families with information about potential employment and training opportunities and to provide a connection with contractors and other employers that may have training and employment positions available.



**Outreach sessions will be held on the following dates and times:**

November 2, 2023	11:00 am
November 2, 2023	5:00 pm
November 9, 2023	11:00 am
November 9, 2023	5:00 pm
December 7, 2023	11:00 am
December 7, 2023	5:00 pm
December 14, 2023	11:00 am
December 14, 2023	5:00 pm

All orientation sessions will be held at the Springfield Housing Authority Administrative Office located at 200 North 11<sup>th</sup> Street, Springfield, IL 62703.



**Space is limited!**  
Please contact George Jennings, Section 3 Compliance Manager, at [georgej@sha1.org](mailto:georgej@sha1.org) or 217-753-5757, ext. 315 to RSVP today!

# WORD SEARCH

## AUTUMN

N T U Z B E D I R Y A H V X B S P K V R M C  
A I P O C U N R O C B E E G A I L O F L F A  
M X D L O G H S P K C O H S R E D D O F Q Q  
N E C I J F R A E I W D T K R C O F F E E C  
O C A P S S L E R E E N T I H A Y R I D E S  
S I N L E E B Z B V R F A L L B R E A K K B  
A P D U V R S E W M E T R N F N D B U P U O  
E S Y F A I F O R R E S T C R E A T U R E S  
S N C R E F O Y E R S V T D A A A M W R A F  
W I O O L N T O B N I O O X C G P E C P O N  
O K R L T O S H O W H E R N S K A G P O W S  
R P N O T B J I T O N T S C I T U L T O W D  
C M K C L P T E C L M C A N H B E B R E W M  
E U S L E A R Z O L W M P E A A A B A E S F  
R P A E R G C I E E U A R K R L R T Y N L H  
A F L O P A J A N Y T C I A L W E D X O A B  
C U C E R T F M U C H N P Z B R B H X C V O  
S E T A N P E R H A G C I N N A M O N E I O  
D Z M U I N A M N K L U F K N A H T Q N T T  
B E W L M K A G B Q S T U N T S E H C I S S  
L T E Y E N E L O E A O N P H X D B Y P E L  
A C O R N S G R F Z R I X R Y G O U R D F C

ACORNS  
APPLE  
AUTUMN  
BAKING  
BERRIES  
BONFIRES  
BOOTS  
BROWN  
CANDYCORN  
CAMEL  
CHESTNUTS  
CINNAMON  
COFFEE  
COLORFUL  
CORNUCOPIA  
DECORATIONS  
FALL

FALLBREAK  
FESTIVALS  
FLANNEL  
FODDERSHOCK  
FOLIAGE  
FOOTBALL  
FORRESCREATURES  
GOLD  
GOURD  
HARVEST  
HAYRIDE  
HAYRIDES  
LEAFPILE  
LEAVES  
MAIZE  
NOVEMBER  
OCTOBER

ORCHARD  
PIE  
PINECONE  
PUMPKINPATCH  
PUMPKINSPICE  
RAKE  
SCARECROW  
SCARF  
SEASON  
SEPTEMBER  
SWEATER  
THANKFUL  
TREES  
WEATHERCHANGE  
WREATH  
YELLOW












# Winter Preparedness

## Winter Preparedness Checklist



### Home Winter Preparedness Checklist











- |  |  |   |
|--|--|---|
| <input type="checkbox"/>  <b>Select Foods</b><br>See Additional Checklist       | <input type="checkbox"/>  <b>Warm Clothing</b><br>Hats, Mittens, Parkas, Boots    | <input type="checkbox"/>  <b>Flashlights &amp; Extra Batteries</b> |
| <input type="checkbox"/>  <b>Disposable Dishware</b><br>Plates, Bowls, Utensils | <input type="checkbox"/>  <b>Extra Blankets</b>                                   | <input type="checkbox"/>  <b>First Aid Kit</b>                     |
| <input type="checkbox"/>  <b>Specialty Items</b><br>Meds, Infant Formula, etc.  | <input type="checkbox"/>  <b>Matches</b><br>For Candles & Gas Fireplaces          | <input type="checkbox"/>  <b>Cell Phone Fully Charged</b>          |
| <input type="checkbox"/>  <b>Portable Radio</b><br>AM/FM/Wx Radio & Batteries   | <input type="checkbox"/>  <b>Shovel/Snow Blower</b><br>Check condition & maintain | <input type="checkbox"/>  <b>Firewood</b><br>For Wood Fireplaces   |



### Car Winterization Checklist











- |   |  |
|---|--|
| <input type="checkbox"/>  <b>Check Engine Fluid Levels</b><br>Oil, Coolant, Washer Fluid, etc. | <input type="checkbox"/>  <b>Inspect Tire Tread</b><br>Replace if Near Wear Limit |
| <input type="checkbox"/>  <b>Test Battery</b><br>Replace if Necessary                          | <input type="checkbox"/>  <b>Install Snow Tires if You Own a Set</b>              |
| <input type="checkbox"/>  <b>Use Deicing Washer Fluid</b><br>Clean Windshield at Low Temps   | <input type="checkbox"/>  <b>Test Headlights &amp; Taillights</b>               |
| <input type="checkbox"/>  <b>Switch to Synthetic Oil</b><br>Handles the Cold Better          | <input type="checkbox"/>  <b>Add &amp; Inspect Winter Survival Kit</b>          |



### Home Winter Survival Food Checklist















- |  |   |
|--|---|
| <input type="checkbox"/>  <b>Canned Fruits and Vegetables</b><br>Requires a Manual Can Opener | <input type="checkbox"/>  <b>Bread and Condiments</b><br>Keep Bread Frozen to Last Longer            |
| <input type="checkbox"/>  <b>Crackers, Nuts, Fruit Bars, Chips</b><br>High Energy Foods       | <input type="checkbox"/>  <b>Cereal and Toaster Pastries</b>   |
| <input type="checkbox"/>  <b>Soups</b><br>Some Soups Require Water or Heating                 | <input type="checkbox"/>  <b>Meals Ready to Eat (MREs)</b>   |
| <input type="checkbox"/>  <b>Cookies and Hard Candy</b>                                       | <input type="checkbox"/>  <b>Bottled Water</b><br>1 gallon per person, per day (for at least 3 days) |



### Car Winter Survival Kit Checklist



- |  |   |  |
|--|---|--|
| <input type="checkbox"/>  <b>Flashlight &amp; Extra Batteries</b> | <input type="checkbox"/>  <b>Blankets/Sleeping Bag</b>                                 | <input type="checkbox"/>  <b>Extra Clothing</b><br>Hats, Mittens, Parkas, Boots |
| <input type="checkbox"/>  <b>First Aid Kit</b>                    | <input type="checkbox"/>  <b>Non-Perishable Food</b><br>Granola Bars, Dried nuts, etc. | <input type="checkbox"/>  <b>Sand/Kitty Litter</b><br>Used for Traction         |
| <input type="checkbox"/>  <b>Snow Shovel</b>                      | <input type="checkbox"/>  <b>Bottled Water</b>   | <input type="checkbox"/>  <b>Cell Phone &amp; Charger</b>                       |
| <input type="checkbox"/>  <b>Ice Scraper with Brush</b>           | <input type="checkbox"/>  <b>Booster Cables</b>  | <input type="checkbox"/>  <b>Flares/Triangles &amp; other Bright Objects</b>    |

# Welcome



- Chris Duncan, Caretaker
- George Jennings, Section 3 Compliance Manager
- Eddie Williams, Journeyperson Painter
- Lula Mays, Receptionist
- Robyn Weathers, Occupancy Specialist
- Aundrae Williams, Inspector
- Sarah Wallman, Director of Self Sufficiency Programs
- Karen Coolidge, Filing Clerk
- Troy Boyer, Director of Modernization and Development
- Evonite Smith, Executive Assistant
- Hillary Haney, HCV Specialist
- Tim Kobos, Asset Manager
- Tiffany Armstrong-Hampton, Administrative Assistant
- Shavasias Preston, Management Associate
- Taylor Roberts, Intermediate Building Maintainer
- George Judson, Building Maintainer
- Day Brown, Engineer B
- Gale Johnson, Accounts Receivable Clerk
- Shar Bhutto, MPP Occupancy Specialist
- Alyssa Sackett, AMP 2 Occupancy Specialist
- Krystina Jones, AMP 3 Occupancy Specialist
- Emma Fagan, Production Controller
- Zalon Scott, AMP I Caretaker
- Cortez White, MPP Caretaker
- Jeri Wilkes, Housing Navigator
- Bridget Finn, FSS Specialist
- Jamecia Waters, HCV Specialist
- Tijuana Jones, HCV Specialist
- Alan Brinkoetter, Construction Manager
- Quincy Tyler, Hi Rise Custodian
- Dorothy Barnes, HCV Inspector
- Micheal Spann, Painter



## *Congratulations*



*On Your New Position*

- Ollie Watkins, Lead Intermediate Building Maintainer
- Dalton Kinison, Inspector
- Latina Faulkner, HCV Manager
- Hillary Haney, HCV Specialist
- Robert Trimm, MPP Lead Intermediate Building Maintainer
- Kylie Jackson, AMP 1 Asset Manager
- Sean Griffin, Custodian



**2022**

# EMPLOYEE OF THE QUARTER



**2023**



**1st Quarter 2022**  
**Mary Blackford**  
Inspector



**2nd Quarter 2022**  
**Unita Boyd**  
AP Clerk



**3rd Quarter 2022**  
**Alissa Shoup**  
HCV Specialist



**4th Quarter 2022**  
**Jesse Kimbrough**  
Caretaker



**1st Quarter**  
**Sherman Mason,**  
Lead IBM



**2<sup>nd</sup> Quarter**  
**Sherri Castles,**  
Mgmt. Assoc



**SHA Intern**  
**Grant Henry**



Appreciation can make a day, even change a life. Your willingness to put it into words is all that is necessary.

**-Margaret Cousins**







Dr. Jackie Newman, Executive Director  
200 North 11th Street  
Springfield, Illinois 62703  
Phone: (217) 753-5757  
Fax: (217) 753-5799  
[www.springfieldhousingauthority.org](http://www.springfieldhousingauthority.org)



**TO OBSERVE THE FOLLOWING HOLIDAYS:**

- Thanksgiving Day**  
Thursday, November 23rd, 2023
- Day after Thanksgiving**  
Friday, November 24th, 2023
- Christmas Eve:**  
Sunday, December 24th, 2023
- Christmas Day**  
Monday, December 25th, 2023