



Berkeley Housing Authority

BHA Client Newsletter

Winter 2022



BHA wishes you a Healthy, Happy and Peaceful 2022!

Inspections and Unit Safety Reminders: As required by HUD, BHA Annual Inspections have started up again. Please be on the lookout for letters indicating your inspection date. As a safety precaution, our Inspector will be asking whether anyone in the home is experiencing Covid symptoms prior to entering. If the answer is yes, he will not conduct the inspection that day and instead your inspection will be re-scheduled.

Should something not be working in your unit, you do not need to wait until your annual inspection. You (and all landlords) have the right to request a Special Inspection. Please give your landlord or property manager enough time to respond to your call for service, and if no response after allowing for sufficient time, please contact Krystal at kcoleman@cityofberkeley.info or 510-981-5490 to schedule a Special Inspection. More on unit safety below!

Staying Warm and Safe: If your heater is not working, **do not use your stove or anything meant for outdoor use to heat your home!** It is dangerous and could lead to a fire. If you have access to a space heater, **do not plug it in using an extension cord, as it is a fire hazard!** Space heaters should only be plugged directly into a properly working outlet.

A word about smoke detectors: each bedroom and common area in your unit must have a working smoke detector; if you have gas appliances, you must have a working carbon monoxide detector too. Lack of a working smoke/carbon monoxide detector is a very common fail item. Please check the batteries on these devices and use the test button to ensure proper functioning as soon as possible—to ensure your family's safety!

2022 Resident Advisory Board: Annually, BHA updates our Section 8 “Administrative Plan” which guides staff on our program operations. As part of the process we appoint a Resident Advisory Board (RAB), who is asked to review the proposed changes and provide comment during a meeting held in March (via Zoom). RAB members receive \$50 for participation in the meeting.

To volunteer for the 2022 RAB, please contact us in writing by February 18 at 4:00 pm with the following, via email to caguilar-vasquez@cityofberkeley.info:

- your name, address, phone number, and email (if you have an email address).

If you do not have access to email please place the info. listed above in an envelope addressed to Celinda Aguilar-Vasquez, and into one of the drop boxes inside or outside the BHA office building, 1947 Center Street (more on drop boxes below).

Or, you can mail by regular mail – must be postmarked by Feb. 18:

BHA - RAB

1947 Center Street, 5th Floor

Berkeley, CA 94704

If you have any questions about the RAB, please contact Celinda Aguilar-Vasquez: caguilar-vasquez@cityofberkeley.info or 510-981-5483. NOTE: we welcome all, including those who have served in prior RABs!

Document Dropboxes! Located just outside the front door of our office at 1947 Center Street, and inside the building, to the left of the front doors, are BHA's two document drop boxes for BHA clients and landlords. The drop boxes are checked regularly Mondays through Thursdays. Please use the box when you are not able to email or fax documents to staff.

NOTE: if the outside drop box is full, **do not attempt to shove or stuff the exterior drop box.** Instead wait until the building opens and use the interior drop box near the left hand side elevator on the ground floor. Emails are listed below; our fax number is 510-981-5480.

Contacting BHA Staff: please reach out to staff with questions, or to schedule a phone meeting, and to provide your completed forms/paperwork.

Staff	Position/Client Last Name Begins with:	Phone: 510-981-	Email: @cityofberkeley.info
Lynda DeShazier	Housing Specialist A, B, C, D, K, L, O	5482	ldeshazier
Tracy Jackson	Housing Specialist E, F, G, H, I, J, M, N	5486	tjackson
Althea Maybon	Housing Specialist Mc, P, Q, R, S, T, U, V, W, X, Y, Z	5478	amaybon
Tilda Barnes	Housing Choice Voucher Supervisor/ New Contracts/ Ports/Mod Rehab.	5484	tbarnes
Tyra Pumphrey	Receptionist	5470	tpumphrey
Krystal Coleman	Inspections Desk	5490	kcoleman
Celinda Aguilar-Vasquez	Acting Mgmt. Analyst/Exec. Assistant/FSS Coordinator	5483	caguilar-vasquez
Jesy Yturralde	Finance Manager	5488	jyturralde
Jayla Fuentesilla	Office Asst. II/Accounting	5474	bfuentesilla
Maggie Wang	Accountant	5477	ywang
Rachel Gonzales-Levine	Acting Executive Director	5485	rgonzales-levine

Other important Resources:

- For anyone looking for information about **Covid booster shots and vaccines**, please visit: <https://www.cityofberkeley.info/covax/>
- If you are looking for **Covid testing information**, please visit: <https://www.cityofberkeley.info/gettested/>
- Note: BHA remains closed to the public, but you may schedule a **contactless appointment** if needed. Visit our website for the appointment request form: https://www.cityofberkeley.info/BHA/Home/Forms_for_Owners_and_Tenants.aspx
- BHA will be **closed Feb. 14 and 21** (Lincoln and Presidents Day). Office is also closed every Friday.