



PINAL COUNTY
WIDE OPEN OPPORTUNITY

March 16, 2020

Dear Pinal County Housing Authority Residents and participants:

The Pinal County Housing Authority (PCHA) is committed to doing everything we can to ensure the health and well-being of our residents. We want to keep you informed about the presence in Pinal County of the novel coronavirus known as COVID-19.

We are taking extra measures, including frequent sanitation of common areas in PCHA's buildings and asking residents to call or email rather than visit our offices in person. The following actions are designed to help keep our tenants, staff, partners and communities safe.

Staying home if ill

- PCHA has instructed all staff who are ill, or have an ill family member, not to come to work until they have been symptom-free for at least three days.

Social distancing

- PCHA is reducing person-to-person contact by asking staff whose jobs enable them to perform their work online from home to do so.
- PCHA is postponing non-essential meetings and encouraging staff to conduct meetings as much as possible by telephone or online.
- PCHA is asking residents to conduct business with PCHA by phone, email or the website to reduce opportunities for the virus to spread.
- PCHA is ensuring adequate staffing to respond to an increase in residents who contact us by phone, email, or fax.

Sanitation

- PCHA has instructed staff on additional personal sanitation practices to ensure they are not transferring viruses to themselves or others.
- PCHA is now cleaning common areas of buildings at least daily, sanitizing door handles, intake desk area, bathrooms, and other frequently touched surfaces.



Pinal County Housing Authority
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PCHA is currently operating on normal hours and has not closed any of its offices or services. We will notify you if this changes. Some meetings, classes, workshops and other activities at PCHA locations may be canceled or postponed; please check with the organizers of these activities.

Everyone can help prevent the spread of disease by doing the following:

- Wash your hands frequently
- Maintain social distancing
- Avoid touching eyes, nose and mouth
- Cover your mouth and nose with a tissue or sleeve when coughing or sneezing
- If you have fever, cough and difficulty breathing, seek medical care early.

PCHA Contact:

Section 8/ HCV Program

Case Manager:	Karolin Ojeda- karolin.ojeda@pinal.gov	(520) 866-7205
Section 8 Inspector:	Monia Valencia- monia.valencia@pinal.gov	(520) 866-7210
Landlord Rent Increase:	Angie Saucedo- angie.saucedo@pinal.gov	(520) 866-7214
Fax:		(520) 866 7222

Public Housing Program

Case Manager:	Cristina Staley- cristina.staley@pinal.gov	(520) 866-7228
Senior Case Manager:	Angie Saucedo- angie.saucedo@pinal.gov	(520) 866-7214
ROSS	Heather Haynes- heather.haynes@pinal.gov	(520) 866-7211
Fax:		(520) 866 2902

Support Staff

Section 8/Public Housing:	Marshall Williams- marshall.williams@pinal.gov	(520) 866-7203
Maintenance Work orders:	Crystal Miranda- crystal.miranda@pinal.gov	(520) 866-7220
Admin Specialist to Director:	Carrie Fike- carrie.fike@pinal.gov	(520) 866-7219
Fax:		(520) 866 7235

We know the COVID-19 virus is causing great concern and want you to know that we share that concern. PCHA is taking the situation very seriously and is closely monitoring developments. We will adjust our operations further as needed and will keep you informed of any additional changes we may make to protect our residents.

Sincerely,



Adeline M. Allen, Housing Director

Any person with a disability who require special accommodation so that they can fully utilize housing programs and other services, may request a reasonable accommodation from the Housing Authority in order to make housing programs and or services accessible to the needs of the disabled person(s).