**LAC DU FLAMBEAU CHIPPEWA HOUSING AUTHORITY**

**METH REMEDIATION POLICY**

**Purpose:** To provide guidelines for Lac du Flambeau Chippewa Housing Authority (LDFCHA) and its residents unlawful Methamphetamine use and/or manufacturing on property owned or managed by LDFCHA.

LDFCHA’s mission is to provide safe affordable housing. For this reason, LDFCHA will aggressively act to ensure that all LDFCHA units are monitored for Methamphetamine use and contamination. LDFCHA will test all units upon their vacancy for the presence of Methamphetamine to establish a measurable baseline and to ensure the unit complies with Wisconsin State Recommendation (Less than or equal to 1.5 micrograms per 100cm2 of surface material). This threshold shall be accompanied and verified with testing before a new family moves into a unit.

**Procedure:**

1. All units will be tested for Methamphetamine (Meth) contamination after resident move-out and secured vacancy of the unit.

2. Testing will be conducted once LDFCHA receives possession of each vacated unit.

3. If a household applies for a Unit Transfer, their vacating unit will be tested for Meth contamination during the transfer process. If the vacating unit tests positive for Meth contamination indicating use or manufacture of Meth in the unit during their occupancy, the unit transfer request will be denied and the resident will be charged with the cost of remediating their unit.

4. If LDFCHA has reasonable cause to believe that illegal possession, use of manufacturing of Meth is occurring in a resident’s unit or within premises controlled by the resident, such as storage areas or on adjacent common areas owned and managed by LDFCHA, LDFCHA will notify local law enforcement, then inform the resident of the reported suspicion, and then provide the resident with written notice of Meth testing to occur within 48 hours of notice to the resident.

5. If the Lac du Flambeau Police Department, the LDFCHA staff, or other credible sources report a suspicion of Meth possession, use or manufacturing to LDFCHA, LDFCHA will then determine whether reasonable cause exists to believe that illegal possession, use or manufacturing of Meth is occurring, and may proceed in the same manner as set forth in Paragraph No. 4 above.

6. Testing and clearance methods may vary depending on the suspected source of the activity causing Meth contamination.

7. LDFCHA’S Building Inspector/Modernization Manager, or their designee, will oversee the mitigation of all environmental hazards at LDFCHA properties. The Building Inspector/Modernization Manager, or their designee, will order and maintain a supply of test kits and provide periodic training to designated staff on Meth testing procedures.

8. Only properly trained LDFCHA staff or other certified consultants will be permitted to administer Meth testing and perform mitigation activities.

**THE FOLLOWING STEPS WILL BE TAKEN TO CONDUCT METH TESTING:**

a) Retrieve sealed Meth test ensuring that it has not been tampered with and that its seal has not been broken.

b) Put on shoe covers to enter units to be tested.

c) Put on glove(s) and collect sample (Use one alcohol wipe per tested area). This will indicate the degree of contamination – positive or negative).

d) If there is no indication of a positive Meth test result at the completion of this sampling, then no further action should be taken and the modernization staff can proceed with the completion of the unit turn, if applicable.

e) If there is a positive indication of Meth use, designated staff will provide the result information to the Executive Director.

f) If the initial sample indicates a positive presence for Meth, then a photograph of the test area will be taken and the sample will be dated. The test results will be labeled as to unit, date, time of sampling, and identity of tester(s) and then be preserved and stored in a secure location.

g) If a Meth positive tested unit is occupied at the time of the testing, the Occupancy Specialist will prepare appropriate Tenant notices.

h) When LDFCHA regains possession of a positively tested unit, the Building Inspector/Modernization Manager will implement all necessary remediation steps including final clearance testing before the unit may be reoccupied.

i) When a unit has tested positive for Meth contamination, the Executive Director will request the unit to be taken “off-line” during the remediation process so as to minimize the negative impact to vacancy turn-around time.

**ONCE A UNIT HAS TESTED POSITIVE FOR METHAMPHETAMINE CONTAMINATION:**

a) LDFCHA Building Inspector/Modernization Manager will enter a work order and identify the work order as requiring meth remediation.

b) The Building Inspector/Modernization Manager will assign only CHA staff trained for

 Meth remediation or Meth remediation trained contractor(s) to the work order.

c) Modernization staff will wear appropriate Personal Protective Equipment.

d) Modernization staff will remove all personal items, garbage or debris left in the unit. LDFCHA will dispose of all items in accordance with Wisconsin State Recommendations.

**LDFCHA REPORTING AND TERMINATION OF TENANCY:**

If a unit tests positive for Meth contamination, LDFCHA will notify local law enforcement of the test results and cooperate with law enforcement investigations and enforcement actions, including but not limited to granting emergency access to the unit without advanced notice to the resident.

If a unit tests positive for Meth contamination with levels equal to or above 1.5 micrograms per 100cm2 of surface material, and there are minor occupants in the household, LDFCHA staff will report this situation to Indian Child Welfare or Vilas County Department of Social Services.

**If the resident of a Meth positive tested unit denies possession, use or manufacturing of Meth during their tenancy, LDFCHA may consider its own records of past unit testing results, standard testing indicator thresholds for Meth use and/or manufacturing, law enforcement reports of suspected dealing, use or manufacturing, and information provided from other credible sources to establish whether there is a reasonable cause to believe the presence of sufficient facts to warrant termination of tenancy.**

**IN THE EVENT OF CONTAMINATION OF NEIGHBORING UNITS:**

If LDFCHA suspects contamination of a unit or units adjacent to a unit where Meth contamination has been definitively established; the adjacent unit(s) resident(s) will be given written notice of the test results and appropriate testing will be performed within their unit.

if an adjacent/neighboring unit tests positive for unsafe levels of the presence of Meth, but there is no clear indication of Meth presence, use of manufacturing within the unit attributable to the occupant, then LDFCHA will take necessary mitigation steps which may require household transfer or the provision of temporary housing for the duration of the mitigation process.

In order to prevent cross-contamination of Meth from one unit to another, a positive testing, non-offending household will be encouraged and provided resources and assistance to de-contaminate furnishings, clothing, or other personal items before they are transferred to a new unit.

If a positive Meth tested household lease is terminated and LDFCHA has clear and convincing evidence that the tenant has abandoned all personal property left on and in the premises and a period of time of 48 hours has elapsed since LDFCHA obtained such evidence of abandonment, LDFCHA will immediately remove the abandoned property and immediately dispose of any trash or personal property that is hazardous, perishable or valueless.

**THE FOLLOWING ITEMS ARE INDICATORS OF METH PRESENCE, USE AND/OR MANUFACTURING:**

* Powerful Odors – such as ammonia, ether, solvents, or vinegar that could smell either sweet or bitter.
* Excessive Packaging – found in waste, especially of cold medications containing ephedrine or pseudoephedrine, such as Sudafed or Claritin; excessive packaging from Epsom Salts or Rock Salt.
* Chemicals and Chemical Containers found in waste – Coleman fuel containers, compressed gas cylinders, LP gas containers, or gas cans; Propane tanks, thermos bottles, coolers, or other cold storage containers (used to transport anhydrous ammonia); empty containers of antifreeze, white gas, ether, starting fluids, Freon, Lye, drain opener, paint thinner, acetone (nail polish remover), or alcohol, including those that have been punctured in the sides and bottom; Lithium batteries that have been torn apart.
* Common Chemicals used in manufacturing Meth:
* Ephedrine (Cold Tablets)
* Pseudoephedrine (Cold Tablets)
* Acetone (Nail Polish Remover)
* Alcohol (Isopropyl or Rubbing)
* Toluene (Brake Cleaner)
* Ether (Engine Starter)
* Sulfuric Acid (Drain Cleaner), battery acid
* Methanol/Alcohol (Gasoline Additives)
* Salt (Table/Rock)
* Lithium (Batteries)
* Anhydrous Ammonia (Farm Fertilizer)
* Sodium Hydroxide (Lye)
* Red Phosphorus (Matches/Red Flares)
* Muriatic Acid (Pool Acid)
* Iodine (Teat Dip or Flakes/Crystal)
* Trichloroethane (Dun Scrubber)
* Sodium Metal
* Makeshift Equipment & Protective Gear:
* Respiratory Masks or Filters
* Dust Masks
* Rubber Gloves
* Clamps
* Funnels
* Hosing
* Duct Tape
* Used Coffee Filters containing odd stains or powdery residue
* Pyrex, Corning, or other glass containers or bakeware, especially if they are covered with powdery residue
* Soda Bottles or other bottles with holes in them and tubing coming out of them
* Bags or buckets full of discarded Kitty Litter

**ADDITIONAL INDICATORS OF METH USE AND/OR MANUFACTURING:**

Unusual amounts of Acetone, Drano, Pool Acid, Brake Cleaner, Ether, or cans of starting fluid

* Large numbers of blister packs or pill containers
* Large plastic buckets and Styrofoam or hard-shell coolers
* Heating equipment: heating mantles, propane stoves or ranges, electric cooking devices, propane bottles in the house
* Large metal or plastic drums
* Laboratory-type glassware or substitute items like water bottles, plastic containers, or plastic gas cans, with tubing attached.
* Glass cookware around the property or on the roof using solar heating for chemical reaction
* Unusual fortifications: iron bars, trip wires, tin foil on windows
* Closed circuit TV cameras outside
* Discoloration of structures, pavement, and soil from chemicals
* Red-stained coffee filters and rags
* Sudden and unusual collection of broken and discarded items
* Corrosion: metal tanks and drums rusting from caustic chemicals
* People keeping very late or unusual hours
* Running power to remote areas or at unusual times (cooking and ventilation)
* People smoking outside (indicates potential for explosion & fire)
* Trash bags hauled away at night
* Ventilation systems rerouted through windows or into the ground

**STATEMENT OF ACKNOWLEDGEMENT**

I affirm that I have reviewed Lac du Flambeau Chippewa Housing Authority’s (LDFCHA) Meth Remediation Policy.

I am also aware that the LDFCHA has tested my prospective dwelling unit located at

 On the \_\_\_\_day of \_\_\_\_\_\_\_\_\_\_, 20\_\_, and

that the unit complies with Wisconsin State Recommendation (Less than or equal to 1.5 micrograms per 100cm2 of surface material).

I also acknowledge that my dwelling unit will be tested upon my transition out of this unit (willful or otherwise) and if the unit tests above levels less than or equal to 1.5 micrograms per 100cm2 of surface material, I will be held responsible for all cleaning, damages, and legal charges that may be associated with the remediation of this dwelling unit as required by LDFCHA Policy.

Signature of Head of Household Date

Signature of Co-Head, Spouse Date

LDFCHA Representative Date