

LAKE COUNTY COMMUNITY HOUSING/RONAN HOUSING AUTHORITY
METH MONITORING AND REMEDIATION POLICY

Purpose: To provide guidelines for Lake County Community Housing (LCCHO) and its residents to provide safeguards from health and safety risks regarding unlawful methamphetamine use and/or manufacturing on property owned or managed by LCCHO.

Lake County Housing's mission is to provide safe, accessible and affordable housing. In order to protect the health and safety of its residents, LCCHO voluntarily adopts this policy to proactively monitor LCCHO units for health risks related to methamphetamine (meth) use and contamination. LCCHO in its monitoring and testing for methamphetamine use and contamination adopts an established health-based standard to determine whether exposure in a meth contaminated unit poses a health risk. The voluntary health-based standard is established for meth contamination screening as a positive test for meth surface residue at a level greater than or equal to 1.5 ug (micrograms) of methamphetamines surface residue per 100 cm² of tested surface material. LCCHO will test all LCCHO units upon their vacancy for the presence of methamphetamine surface residue to establish a measureable baseline and to ensure the unit complies with this screening standard before a new household moves in.

Procedure:

1. All units will be tested for methamphetamine (meth) contamination after resident move-out and secured vacancy of the unit. LCCO will utilize 1500-ng (1.5 microgram per 100 cm² lower limit of identification (LLOI) Immunoassay Wipe Kits type meth testing for monitoring and testing. Standard LCCHO monitoring and screening testing will consist of one or more swipe tests in appropriate locations.
2. Testing will be conducted once HHA receives secured possession of each vacated unit.
3. For units that have not previously been tested for meth surface residue, the unit test provides a measurable baseline related to evidence of meth residue contamination. In the instance of a positive test for meth residue in a unit that had not been previously baseline tested, additional one or more meth tests may be completed on items either installed during the turnover process prior to a new household's tenancy, or installed during the time of a household's tenancy to indicate whether meth use or manufacture occurred in the unit during a household's tenancy.
4. For units previously tested, the unit test provides a measure of meth residue contamination, if any, indicating whether meth use or manufacture occurred in the unit during a household's tenancy.
5. If a household applies for a Unit Transfer, their vacating unit will be monitor tested for meth contamination before the decision to allow the transfer to a new unit. 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 may be denied.

6. Per the “Permission to Enter” section of the lease, LCCHO will provide a 24 hour notice of inspection in regards to possible illegal drug possession and will enter the premises to conduct an inspection and possible testing.
7. LCCHO’s Maintenance Supervisor, or their designee, will oversee the mitigation of all environmental hazards at LCCHO properties. The Maintenance Supervisor, or their designee, will order and maintain a supply of test kits and provide periodic training to maintenance staff on meth testing procedures. The Maintenance Supervisor or their trained designee will conduct all monitoring meth testing.
8. Only properly trained LCCHO maintenance staff or other certified consultants will be permitted to administer meth testing and perform meth remediation activities.

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

- a) Retrieve sealed meth test kit ensuring that it has not been tampered with and that its seal has not been broken.
- b) The Immunoassay Wipe Kit for Methamphetamine Residue test manufacturer’s operating instructions will be followed as is practicable under the circumstances through all steps of the meth testing processes.
- c) If there is no indication of a positive meth test result at the completion of the monitoring test, then no further action should be taken. The Maintenance Supervisor will notify the Executive Director and the site staff of the negative test result, and staff can proceed with the completion of the unit turn, if applicable.
- d) If there is a positive test result indication of meth use (in exceedance of the 1500-ng (1.5 microgram) per 100 cm² lower limit of identification (LLOI), the Maintenance Supervisor will provide the result information to the Executive Director and notify housing staff of the results.
- e) All monitoring meth tests will be documented with photographs of the unit number, test sample area, and the test results. The monitoring test cartridge results photo will be documented by date/time by placing a cell phone showing time and date in the results photograph. The documenting photographs will be stored on the LCCHO drive in the applicable folders labeled by Unit#, date, and test result. The test sample cartridge results will be labeled as to unit, date, time of sampling, and be preserved and stored in a secure location in keeping with the Wipe Kit test manufacturers operating instruction. The Maintenance Supervisor will maintain records of all meth testing results.
- f) If a unit is occupied at the time of monitoring testing and is positive (in exceedance of the 1500-ng (1.5 microgram) per 100 cm² lower limit of identification (LLOI), the Property Manager will prepare appropriate Tenant notices.

ONCE A UNIT HAS TESTED IN EXCEEDANCE OF VOLUNTARY HEALTH BASED STANDARD:

- a) Once LCCHO regains possession of the unit, the LCCHO Maintenance Supervisor will enter a work order and identify the work order as requiring Meth remediation, and will implement all necessary remediation steps including final clearance testing before the unit may be reoccupied in accordance with Montana state law and applicable regulations. The LCCHO Maintenance Supervisor will maintain records documenting the remediation of and clearance testing of each unit.
- b) The Maintenance Supervisor will ensure only meth-certified maintenance technicians lead the remediation efforts.
- c) Under the direction of the Maintenance Supervisor, appropriately trained staff will remove all personal items, garbage or debris left in the unit. If a positive Meth tested household lease is terminated and LCCHO 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 LCCHO obtained such evidence of abandonment, LCCHO will immediately remove the abandoned property and immediately dispose of any trash or personal property that is hazardous, perishable or valueless. Remediation activities will be completed by appropriately trained LCCHO maintenance staff, in keeping with proper meth remediation protocols.
- f) After a unit's meth remediation activities are completed, LCCHO will conduct a clearance test to ensure the unit has met the decontamination standards set by Montana state law at MCA §75-10-1303 (Less than or equal to 0.1 micrograms of meth surface residue per 100 sq. centimeters of surface material).

LCCHO REPORTING OF POSITIVE TEST RESULTS IN EXCEEDANCE OF THE VOLUNTARY HEALTH-BASED STANDARD AND TERMINATION OF TENANCY;

If a unit tests positive for any meth contamination, LCCHO 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 advance notice to the resident.

If a unit tests positive for any meth contamination and there are minor occupants in the household, LCCHO will report the situation to Child Protective Services (CPS).

Tenants whose units have tested positive demonstrating evidence of meth usage in the unit during their occupancy, whether it be a resident of the household or a guest, will be charged for the costs of remediation of the unit and related unit make ready activities as unit damages.

Approved by the Board of Directors May 31, 2018