



# A B S E N T E E S H A W N E E HOUSING AUTHORITY



## Executive Director Statement

Hello ASHA Residents,

I hope everyone enjoys their time with loved ones during the holiday season, finding ways to make special memories together.

If you have any questions about housing, always feel free to contact our office, or go to the housing website, or social media page which shows updates and events happening!

Stay safe, take care of yourself and each other!

Respectfully,

Sherry Drywater

## 1st Quarter

January-March  
2025

## Dates to Know

**January 1** - Closed for New Years Day

**January 20** - Closed for Martin Luther King, Jr. Day

**February 17** - Closed for President's Day

## Office Hours

**Monday-Friday  
8:00 AM - 4:30 PM**

### Main Office

107 N. Kimberly Ave, Shawnee, OK

### Maintenance Office

1806 E. Highland, Shawnee, OK

### Finance Department

105 1/2 N. Kimberly Ave, Shawnee, OK

### Resident Services

103 1/2 N. Kimberly Ave, Shawnee, OK

## Stay Connected



[www.ashousingauthority.com](http://www.ashousingauthority.com)



[absenteeshawnee](https://www.instagram.com/absenteeshawnee)



Absentee Shawnee  
Housing Authority



[absenteeshawnee](https://www.tiktok.com/@absenteeshawnee)

## Contact Information

### Main Office

(405) 273-1050

### Emergency Maintenance

(405) 273-1050

Happy  
New Year

CLOSED



CLOSED

HAPPY GROUNDHOG DAY



Happy  
Valentines  
Day

HAPPY  
Presidents  
Day

CLOSED

Happy  
St. Patrick's  
Day

DID YOU KNOW?

Finance Has Moved!  
Come See Us At Our  
New Location

105 1/2 N. Kimberly

Safe Shelter Program Has Moved!  
You Can Now Find RoseAnn  
George and Melissa Reynoso

at

107 N Kimberly  
(Main Building)



# ASHA PROGRAMS AVAILABLE

## Services Available

- Low Rent Housing
- Home Ownership/Mutual Help
- Over Income Down Payment Assistance (AST Only)
- Safe Shelter Housing
- Over Income Lease to Own
- Market Rate Rental
- College Housing Assistance (AST and All Federally Recognized Tribes)
- Tiny Home Lease Purchase Program

## Reminders



If you received an annual "Recertification" packet, please turn it in upon the date given to you on your packet.

If you have any questions, please contact Jacie Satawake, Recertification Specialist at (405) 617-0484

## Other Numbers

AST Police: [+1 \(405\) 275-3200](tel:+14052753200)  
AST Office: [+1 \(405\) 275-4030](tel:+14052754030)  
AST Clinic: [+1 \(405\) 447-0300](tel:+14054470300)  
AST PHARMACY: [+1 \(405\) 878-4716](tel:+14058784716)

## Community Buildings

Bob White Community Center  
308 Bob White Dr. Mcloud, OK  
OPEN FOR PUBLIC USE

Rolling Hills Community Center  
2102 East Main St, Shawnee, OK  
TO RENT ROLLING HILLS YOU MUST BE A RESIDENT OF ROLLING HILLS

Community building rentals requires a \$65.00 deposit to be paid to ASHA prior to use of the building. The deposit is refundable after inspection of the building is performed by ASHA personnel.

## CONTACT US

Karen Fullbright, Admission Intake Specialist (405) 617-0476

Ashley Smith, Admission Coordinator (405) 617-0473

Kimberly Vermillion, Resident Education Specialist (405) 617-0490

Jacie Satawake, Recertification Specialist (405) 873-8236

## Emergency Maintenance

After Normal Business  
Hours 4:30pm  
405-802-6633

# FINANCE DEPARTMENT



## ONLINE PAYMENTS

- **Step 1:** Use Chrome Browser instead of Internet Explorer
- **Step 2:** Go to [ashousingauthority.com](http://ashousingauthority.com)
- **Step 3:** Click blue **PAY NOW** button
- **Step 4:** Fill in information
- **Step 5:** **MUST** include **ONE** of the following on Customer/ Reference ID:
  - **Head of Household name or**
  - **Account # (located at the top right corner of monthly statement)**

## PAYMENT METHODS

- PERSONAL CHECK
- CASHIER'S CHECK
- MONEY ORDER
- AUTOMATIC BANK DRAFT
- CREDIT/DEBIT CARDS:
  - MASTER CARD, DISCOVER, AMERICAN EXPRESS, VISA
  - ONE TIME OR AUTOMATIC
- ONLINE

**Finance Has Moved!  
Come See Us At Our  
New Location  
105 1/2 N. Kimberly**

Contact Us: 

SHELLY PORTER  
FINANCE MANAGER  
(405)617-0483  
SPORTER@ASHOUSINGAUTHORITY.COM

SABRINA MCSWAIN  
ACCOUNTS RECEIVABLES CLERK  
(405)617-0482  
SMCSWAIN@ASHOUSINGAUTHORITY.COM

AMANDA RAMIREZ  
CONTRACTING COORDINATOR  
(405)617-0474  
AKRAMIREZ@ASHOUSINGAUTHORITY.COM

VICTORIA STEWART  
PROCUREMENT SPECIALIST  
(405)873-8235  
VSTEWART@ASHOUSINGAUTHORITY.COM

## PAYMENTS

- Payments are due on or before the 1st of the month.
- Payments received after the 5th business day are delinquent / past due.
- Late Charges will accrue on the 6th business day as follows:
  - \$20.00 for all programs.

**CASH PAYMENTS  
NOT ACCEPTED**







A B S E N T E E S H A W N E E  
HOUSING AUTHORITY

# WELCOME TO THE TEAM

My name is Anthony Ramirez, I have over 13 years of experience in health and wellness, lifestyle coaching, small group activity classes, community health for youth through elders, Tai Chi: Moving for Better Balance certified. A certified Personal Trainer and Corrective Exercise Specialist with years spent in helping youth through elder prevent type 2 diabetes or manage it if there has been a diagnosis. Sport specific training for youth athletes, special focus with adults looking to add strength or lose fat in addition to stress management, and a passion to help elders keep or gain strength, improve endurance, and improve balance for long lasting self-sustainability. It is my goal to help, and that will look different for each person, where a cookie cutter approach will not work, so let's communicate and make a plan that will work for you!

**ANTHONY RAMIREZ**  
*ROSS COORDINATOR*



(405) 617-0488



[antramirez@ashousingauthority.com](mailto:antramirez@ashousingauthority.com)



A B S E N T E E S H A W N E E  
HOUSING AUTHORITY

# R.O.S.S.



The Resident and Self-Sufficiency grant program is designed to assist residents of Public and Indian Housing make progress towards economic and housing self-sufficiency by removing the educational, professional and health barriers they face.

## HEALTH AND WELLNESS

- Activities that improve health and wellness
- Resources to mental health services
- Resources to substance abuse services
- Food resources

## FINANCIAL LITERACY

- Basics of financial literacy
- Budgets or spending plans
- Credit 101
- Identity theft and elder scams
- Financial wellness
- Saving
- Debt management
- Retirement planning

## ELDERLY RESIDENTS/RESIDENTS WITH DISABILITY

- Help residents with disabilities needing accessible technology, obtain access
- Provide digital literacy classes/workshops

## Core Function of ROSS Program

- Resident Needs Assessment
- Coordination and Direct Service Delivery
- Case Management/Coaching
- Resident Engagement
- Evaluation
- Reporting

## Contact us to participate in ROSS Services

The Community & Resident Service Administrator will provide general case management to residents which includes intake, assessment, education, and referral service to providers in the community.

## Call to schedule your one hour session: (405) 617-0488

To better assist our resident with barriers they they face daily we have now opened up a computer station for individuals that are needing help with digital literacy one-on-one training and job resume building.



## EMPLOYEE SPOTLIGHT



### *BreeAhanna McCarver, Resident Services Assistant*

BreeAhanna has been with ASHA since August 2024. Mrs. McCarver supports the Resident Services Department by managing clerical tasks, assists in coordinating events, and conducting resident outreach. Her responsibilities include handling correspondence, maintaining records, creating resident announcements, and assisting with activities. And collaborates with community partners and occasionally updates the ASHA website and social media platforms.

BreeAhanna would like to say – "In my spare time, I love spending time with my husband, whether it's watching TV or just spending quality time together. We also love going on cruises—they're one of our favorite ways to unwind and explore new places. Being the second oldest of 11 kids, I enjoy hanging out with my siblings. My older sister is my closest friend, so we're always together, and I also adore spending time with my nieces and nephews.

BreeAhanna's favorite part of her job - is helping our residents and being involved in planning the events we put on. It's fulfilling to create opportunities for them to connect and enjoy themselves.

BreeAhanna's most rewarding part of her job is seeing the outcome of our events. Watching everything come together and seeing the residents' happiness makes all the effort worthwhile.

# Winter Wellness Tips

## Staying Active Indoors



### 1. Seated Leg Lifts

Straighten one leg and hold it parallel to the floor for a few seconds, then lower slowly. Repeat 8-10 times per leg.

### 2. Arm Raises:

Hold light weights or water bottles. Lift arms straight out to the sides and lower slowly. Do 8-10 reps.

### 3. Seated Twists:

Place hands on opposite shoulders. Slowly twist to the right, hold for 2 seconds, then return to center and twist to the left. Repeat 10 times.

## Craft of the Month



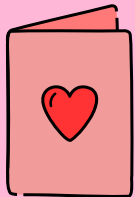
### January

#### DIY Snowflakes

**Materials Needed:** White paper, scissors, glitter glue, and string.

**Instructions:** Fold paper into a square, cut unique patterns along the edges, unfold, and decorate with glitter. Hang them as winter decor.

### FEBRUARY



#### Valentine's Day Cards

**Materials Needed:** Colored paper, markers, stickers, and ribbons.

**Instructions:** Create heartfelt messages for friends or family. Offer templates for those who might need inspiration.



#### March: Springtime Door Wreaths

**Materials Needed:** A foam or wire wreath base, artificial flowers, ribbons, and glue.

**Instructions:** Decorate the wreath with spring flowers and vibrant colors to welcome the new season.





ASHA Elder's Ugly  
Christmas Sweater Party  
December 19, 2024







MERRY  
*Christmas*

AND HAPPY NEW YEAR



# ONE-POT CHICKEN FRIED RICE DINNER

1 tablespoon canola oil

1 teaspoon sesame oil

1/3 cup diced carrots

1/4 cup sliced green onions, white and lighter green parts

1/2 teaspoon garlic powder

1/2 teaspoon ground ginger

3 cups cold cooked rice

1 teaspoon kosher salt

1/2 teaspoon ground black pepper

1 cup shredded cooked chicken

1/2 cup frozen peas

2 tablespoons butter

2 large eggs, beaten

2 tablespoons soy sauce

2 teaspoons rice vinegar

2 tablespoons Sriracha mayonnaise, or to taste

1 tablespoon sliced green onions, or to taste



## Preparation

- Heat canola and sesame oils in a large, nonstick skillet over medium-high heat. Add carrot and 1/4 cup green onion; cook, stirring constantly, for 1 minute. Stir in garlic powder and ginger and cook for 2 minutes. Stir in rice, salt, and pepper; cook, stirring only once or twice, until rice is lightly browned, about 4 to 5 minutes. Stir in chicken and peas; cook for 2 minutes.
- Push rice mixture to the sides of the pan, creating a circle in the middle. Add butter to the center of the pan. When melted, pour eggs into the center. Cook eggs, stirring often, until almost set, about 3 minutes. Stir eggs into the rice mixture. Stir in soy sauce and rice vinegar; cook for 2 more minutes.
- Serve immediately topped with Sriracha mayo and green onions.



## KIDS ACTIVITY: CHOCOLATE CHIP, PB & BANANA SANDWICHES

### Ingredients

1. 1/4 cup creamy peanut butter
2. 2 tablespoons honey
3. 1/4 teaspoon ground cinnamon
4. 2 tablespoons miniature semisweet chocolate chips
5. 4 slices whole wheat bread
6. 1 medium banana, thinly sliced



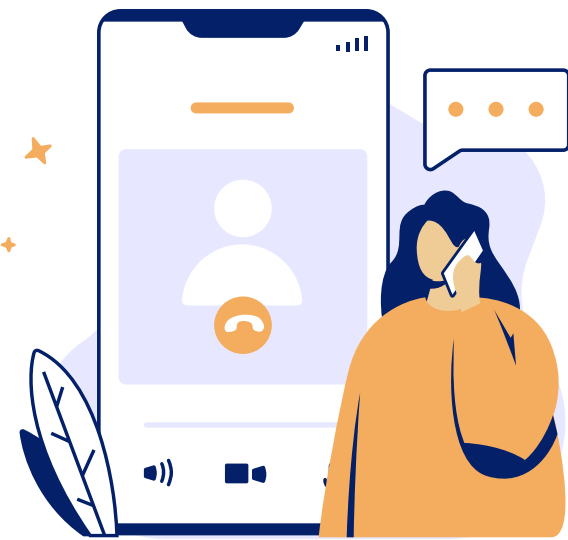
Mix peanut butter, honey and cinnamon; stir in chocolate chips. Spread over bread. Layer 2 bread slices with banana slices; top with remaining bread. If desired, cut into shapes using cookie cutters.



# Contact Directory

## *Absentee Shawnee Housing Authority*

Department	First Name	Last Name	Job Title	Phone Extension	Phone Direct Line	Email
Administration	Sherry	Drywater	Executive Director	212	<a href="tel:405-617-0479">405-617-0479</a>	<a href="mailto:sdrywater@ashousingauthority.com">sdrywater@ashousingauthority.com</a>
Administration	Kaylon	Wood	Administrative Assistant	268	<a href="tel:405-873-8237">405-873-8237</a>	<a href="mailto:kwood@ashousingauthority.com">kwood@ashousingauthority.com</a>
Administration	Bessie	Gonzalez	Human Resource Coordinator	217	<a href="tel:405-617-0484">405-617-0484</a>	<a href="mailto:bgonzales@ashousingauthority.com">bgonzales@ashousingauthority.com</a>
Administration	Susan	Florez	Planning Coordinator	201	<a href="tel:405-617-0472">405-617-0472</a>	<a href="mailto:sflorez@ashousingauthority.com">sflorez@ashousingauthority.com</a>
Administration	Angela	Whited	Receptionist	200	<a href="tel:405-617-0471">405-617-0471</a>	<a href="mailto:awhited@ashousingauthority.com">awhited@ashousingauthority.com</a>
Resident Services	Linda	Gouge	Resident Services Manager	262	<a href="tel:405-617-0492">405-617-0492</a>	<a href="mailto:lgouge@ashousingauthority.com">lgouge@ashousingauthority.com</a>
Resident Services	Anthony	Ramirez	ROSS Coordinator	251	<a href="tel:405-617-0488">405-617-0488</a>	<a href="mailto:antramirez@ashousingauthority.com">antramirez@ashousingauthority.com</a>
Resident Services	Kimberly	Vermillion	Resident Education Specialist	260	<a href="tel:405-617-0490">405-617-0490</a>	<a href="mailto:kvermillion@ashousingauthority.com">kvermillion@ashousingauthority.com</a>
Resident Services	Tara	Wallace	Resident Outreach Coordinator	213	<a href="tel:405-617-0480">405-617-0480</a>	<a href="mailto:twallace@ashousingauthority.com">twallace@ashousingauthority.com</a>
Resident Services	BreeAhanna	McCarver	Resident Services Assistant	269	<a href="tel:405-873-8238">405-873-8238</a>	<a href="mailto:bmccarver@ashousingauthority.com">bmccarver@ashousingauthority.com</a>
Finance	Shelly	Porter	Finance Manager	216	<a href="tel:405-617-0483">405-617-0483</a>	<a href="mailto:sporter@ashousingauthority.com">sporter@ashousingauthority.com</a>
Finance	Amanda	Ramirez	Contracts Coordinator	203	<a href="tel:405-617-0474">405-617-0474</a>	<a href="mailto:akramirez@ashousingauthority.com">akramirez@ashousingauthority.com</a>
Finance	Victoria	Stewart	Procurement & Contracting Specialist	266	<a href="tel:405-873-8235">405-873-8235</a>	<a href="mailto:vstewart@ashousingauthority.com">vstewart@ashousingauthority.com</a>
Finance	Sabrina	McSwain	Accounts Receivable Clerk	220	<a href="tel:405-617-0486">405-617-0486</a>	<a href="mailto:smcswain@ashousingauthority.com">smcswain@ashousingauthority.com</a>
Housing	LaHoma	Roberts	Housing Manager	221	<a href="tel:405-617-0487">405-617-0487</a>	<a href="mailto:lroberts@ashousingauthority.com">lroberts@ashousingauthority.com</a>
Housing	Tammy	Winter	Lease Management Coordinator	210	<a href="tel:405-617-0478">405-617-0478</a>	<a href="mailto:twinter@ashousingauthority.com">twinter@ashousingauthority.com</a>
Housing	Thomas	Rompf	Housing Compliance Inspector	209	<a href="tel:405-617-0477">405-617-0477</a>	<a href="mailto:trompf@ashousingauthority.com">trompf@ashousingauthority.com</a>
Housing	Jacie	Satawake	Recertification Specialist	267	<a href="tel:405-873-8236">405-873-8236</a>	<a href="mailto:jsatawake@ashousingauthority.com">jsatawake@ashousingauthority.com</a>
Housing	Melissa	Reynoso	Safe Shelter Coordinator	261	<a href="tel:405-617-0491">405-617-0491</a>	<a href="mailto:mreynoso@ashousingauthority.com">mreynoso@ashousingauthority.com</a>
Housing	RoseAnn	George	Safe Shelter Intake Coordinator	250	<a href="tel:405-617-0493">405-617-0493</a>	<a href="mailto:rgeorge@ashousingauthority.com">rgeorge@ashousingauthority.com</a>
Programs	TaraAnn	Winter	Programs Manager	265	<a href="tel:405-617-0495">405-617-0495</a>	<a href="mailto:twinter1@ashousingauthority.com">twinter1@ashousingauthority.com</a>
Programs	Ashley	Smith	Admissions Coordinator	202	<a href="tel:405-617-0473">405-617-0473</a>	<a href="mailto:asmith@ashousingauthority.com">asmith@ashousingauthority.com</a>
Programs	Karen	Fullbright	Admissions Intake Specialist	208	<a href="tel:405-617-0476">405-617-0476</a>	<a href="mailto:kfullbright@ashousingauthority.com">kfullbright@ashousingauthority.com</a>
Programs	TBD	TBD	File Clerk			
Field Services	Robert	Sheppard	Field Services Manager	253	<a href="tel:405-617-0489">405-617-0489</a>	<a href="mailto:rsheppard@ashousingauthority.com">rsheppard@ashousingauthority.com</a>
Field Services	Jarrold	Gentry	Maintenance Coordinator	264	<a href="tel:405-617-0494">405-617-0494</a>	<a href="mailto:jgentry@ashousingauthority.com">jgentry@ashousingauthority.com</a>
Field Services	Jamie	Barse	Field Services Administrative Assistant	206	<a href="tel:405-617-0475">405-617-0475</a>	<a href="mailto:jbarse@ashousingauthority.com">jbarse@ashousingauthority.com</a>
Field Services	Stan	Curtis	Construction Technician		<a href="tel:405-481-9719">405-481-9719</a>	<a href="mailto:scurtis@ashousingauthority.com">scurtis@ashousingauthority.com</a>
Field Services	Wolfberg	James	Construction Technician		<a href="tel:405-762-5167">405-762-5167</a>	<a href="mailto:jwolfberg@ashousingauthority.com">jwolfberg@ashousingauthority.com</a>
Field Services	Nathan	Curtis	Maintenance Technician		<a href="tel:405-317-8764">405-317-8764</a>	<a href="mailto:ncurtis@ashousingauthority.com">ncurtis@ashousingauthority.com</a>
Field Services	Rocky	Larney	Maintenance Technician		<a href="tel:405-765-9471">405-765-9471</a>	<a href="mailto:rlarney@ashousingauthority.com">rlarney@ashousingauthority.com</a>
Field Services	Terry	Wilson	Maintenance Technician		<a href="tel:405-432-9972">405-432-9972</a>	<a href="mailto:twilson@ashousingauthority.com">twilson@ashousingauthority.com</a>
Field Services	Shane	Mundell	Maintenance Technician		<a href="tel:405-317-8719">405-317-8719</a>	<a href="mailto:smundell@ashousingauthority.com">smundell@ashousingauthority.com</a>
Field Services	TBD	TBD	Maintenance Technician		<a href="tel:405-915-3549">405-915-3549</a>	





# RESOLUTIONS

Board meetings are scheduled every Fourth Wednesday of the month at 9:00 AM at Rolling Hills Community Center 2102 East Main Street, Shawnee, OK 74801

## October 2024 Resolutions Approved

Resolution 2024-21

October 23, 2024 Updating the Administrative Organizational Chart for ASHA.

## November 2024 Resolutions Approved

None

## December 2024 Resolutions Approved

None

## Board of Commissioners

Michael Affentranger, Chairman

Redena Miller, Vice-Chairman

Cynthia Carpenter, Commissioner

Gregory Reading, Commissioner

Charlotte "Elaine" Brown, Commissioner

## Administrative Assistant

Kaylon Wood

[kwood@ashousingauthority.com](mailto:kwood@ashousingauthority.com)

Phone (405) 273-1050 ext. 268

Direct line (405) 873-8237

