

Shelter Planning Task Force

May 13, 2015

9 - 11 am

A G E N D A

1. Shelter Planning Task Force May 13, 2015 Agenda

Documents: [SHELTER PLANNING TASK FORCE MAY 13 AGENDA.PDF](#)

2. Shelter Planning Task Force Work Plan Timeline

Documents: [SHELTER PLANNING TASK FORCE WORK PLAN TIMELINE.PDF](#)

3. May 13 Meeting Handouts

Documents: [MAY 13 SHELTER TASK FORCE HANDOUTS.PDF](#)



Shelter Planning Task Force

May 13, 2015

9 - 11 am

A G E N D A

1. Welcome, (re-)introductions and updates 9:00-9:15
2. Expenses and revenue overview 9:15-9:45
 - a. Oxford Street Shelter
 - b. Preble Street
 - c. Milestone
3. What works well with current adult emergency shelter practices and what should change 9:45-10:15
4. Long-term stayer approach (Cullen Ryan, CHOM) 10:15-10:30
5. Discussion around best practice review 10:30-10:50
6. Shelter tour, wrap up and next meeting 10:50-11:00

Shelter Planning Task Force

5/11/15

Task		Timeframe
I. Organizational		
A. Create project plan with clearly defined scope and principles for decision-making	Julie	Apr 3
1. Proposed scope: The Shelter Planning Task Force is charged with recommending a model of emergency shelter services for adults that is feasible within available funding sources, uses resources as efficiently and effectively as possible, and serves in the best interest of people experiencing homelessness and the city as a whole.	Julie, with approval from Sheila	
2. Proposed decision-making principles: The task force will strive for consensus at each decision point and when finalizing the recommendations. When consensus cannot be achieved, majority and minority stances (5 people may constitute a minority stance) will both be noted. Individuals may also append a minority stance to the final recommendations. Final decisions regarding implementation rest with the City Council.	Julie, with approval from Task Force at first meeting	
B. Determine project stakeholders and technical experts	Julie, with approval from Sheila and Dawn	Apr 3
1. Proposed stakeholders:		
a. Kimberly Cook, off-peninsula rep, Deering Center		
b. Peter Driscoll, Amistad		
c. Nicole Evans, United Way of Greater Portland		
d. Bob Fowler, Milestone Foundation		
e. Jim Hanley, Chamber of Commerce rep		
f. Angela Havlin, City of Portland, Oxford St Shelter Director		
g. Bill Higgins, Homeless Voices for Justice		
h. Sean Kerwin, Bayside Neighborhood Association		
i. Dave MacLean, City of Portland, Social Services Div Director		
j. Norman Maze, Shalom House		
k. Tom McLaughlin, UNE		
l. Cindy Namer, MaineHousing		
m. Claude Rwaganje, refugee communities		
n. Cullen Ryan, CHOM		
o. Melissa Skahan, Mercy Hospital		
p. Jenny Stasio, Co-Chair, Region 1 Homeless Council		
q. Dawn Stiles, City of Portland, HHS Dept Director		
r. Mark Swann, Preble Street		
s. Mike Tarpinian, Opportunity Alliance		
t. Dana Totman, Avesta		
u. Dory Waxman		
2. Proposed technical experts: COP Zoning, COP Police, COP Fire,		

Task		Timeframe
HUD		
C. Set target deadline for presentation to PSHHS Committee: September 8, 2015	Julie, with approval from Sheila and Councilor Suslovic	Apr 3
II. Services, structure and finances		
A. Assess current practices		
1. Detail what services are provided at OSS, and what services are provided through linkages with other agencies	Angela Havlin, Mark Swann, Bob Fowler	Apr 29
2. Analyze what works well and what would need to change (added, modified, removed) among these services	Task Force	May 13
3. Review revenue and expenses for OSS, relevant programming from Preble Street and Milestone	Angela, Mark, Bob	May 13
B. Review relevant best practices	Task Force	
1. Identify 3-5 similar municipalities with publicly- or privately-run adult emergency shelters; lists from MeSHA, HUD		May 13
2. Examine their structure, scope of services, funding, governance		May 27
3. Determine which models/individual practices we may want to incorporate		May 27
C. Draft structure, scope of services and budget for shelter	Task Force	
1. What services in addition to shelter should be provided on-site		June 10
2. What services should be provided via linkages		June 10
3. How many clients are to be served		June 10
4. What kind of staffing – numbers, qualifications – should the shelter have		June 10 June 10
5. What eligibility would shelter clients need to meet		June 24
6. Would there be a cap on the number of clients per night, and if so, what happens when that cap is reached		June 24
7. What is the cost of the shelter and desired services		June 24
III. Finances		
A. Examine all available sources of funding		July 8
B. Assess requirements of various funders		
C. Determine conservative estimate of funding available		
IV. Location		
A. Desired characteristics		July 22
B. Options		
V. Shelter operator		
A. Desired characteristics		Aug 12
B. Options		
VI. Develop recommendations		
VII. Present to PSHHS		
		Aug 26
		Sept 8

City of Portland, Maine
 General Assistance Division & Shelter Division History
 FY13 - Proposed FY16

Revenue Breakdown

FY Budget Appropriation	City Contribution	Expense	Revenue	State of ME		HCD Charges	Reimb.	Non-State SS Reimb.	Grant Reimb.
				Reimb.	Medicaid				
1) General Assistance									
FY16	\$ 2,575,348	\$ 4,759,020	\$ 2,179,672	\$ 2,174,672	\$ 254,000	\$ -	\$ -	\$ 5,000	\$ 706,970
FY15	\$ 2,197,352	\$ 9,236,629	\$ 7,039,277	\$ 7,034,277	\$ 356,500	\$ -	\$ -	\$ 5,000	\$ 671,596
FY14	\$ 2,064,259	\$ 8,241,309	\$ 6,177,050	\$ 6,172,550	\$ 350,000	\$ 34,000	\$ -	\$ 4,500	\$ 708,966
FY13	\$ 1,771,194	\$ 6,866,465	\$ 5,095,271	\$ 4,963,492	\$ 3193	\$ 29,580	\$ 28,575	\$ 3,500	\$ 634,754
2) Shelters									
FY16	\$ 656,780	\$ 2,542,325	\$ 1,885,325	\$ 924,355	\$ 254,000	\$ -	\$ -	\$ 5,000	\$ 706,970
FY15	\$ 18,634	\$ 2,707,081	\$ 2,688,447	\$ 1,660,351	\$ 356,500	\$ -	\$ -	\$ 5,000	\$ 671,596
FY14	\$ 26,362	\$ 2,628,262	\$ 2,601,900	\$ 1,508,934	\$ 350,000	\$ 34,000	\$ -	\$ 4,500	\$ 708,966
FY13	\$ 365,076	\$ 2,042,993	\$ 1,677,917	\$ 1,010,390	\$ 3,193	\$ 29,580	\$ 28,575	\$ 3,500	\$ 634,754
3) Total General Assistance & Shelter Division									
FY16	\$ 3,232,128	\$ 7,301,345	\$ 4,064,997	\$ 3,099,027	\$ 254,000	\$ -	\$ -	\$ 5,000	\$ 706,970
FY15	\$ 2,215,986	\$ 11,943,710	\$ 9,727,724	\$ 8,694,628	\$ 356,500	\$ -	\$ -	\$ 5,000	\$ 671,596
FY14	\$ 2,090,621	\$ 10,869,571	\$ 8,778,950	\$ 7,681,484	\$ 350,000	\$ 34,000	\$ -	\$ 4,500	\$ 708,966
FY13	\$ 2,136,270	\$ 8,909,458	\$ 6,773,188	\$ 5,973,882	\$ 102,897	\$ 29,580	\$ 28,575	\$ 3,500	\$ 634,754