

City of Portland, Maine

Public Safety/Health & Human Services Committee

January 13, 2015
5:30 PM
Room 209, City Hall

Meeting Agenda

1. Approval Of December 9, 2014 Meeting Minutes

Documents: [DECEMBER 9 2014 MEETING MINUTES.PDF](#)

2. Mayor's Sub-Committee On Substance Abuse - Toho Soma, Acting Director Of Public Health
(written communication)

Documents: [UPDATE PSHHS CMTE 1.13.15.PDF](#)

3. Public Health Update - Toho Soma, Acting Director Of Public Health
(written communication)

Documents: [PUBLIC HEALTH COMMITTEE PRESENTATION 1-13-15.PDF](#)

4. Social Services Division Update - Dawn Stiles, Director Of Social Services
(written communication)

- 4.I. Update On General Assistance

Documents: [FAST FACTS FY15Q1-GA DATA FOR PSHHS COMMITTEE.PDF](#), [GA EXPENDITURES AUTHORIZED 2014.12.PDF](#), [GA MONTHLY FRAUD REPORT 2014.12.PDF](#), [GA VISA STATUS REPORT 2014.12.PDF](#), [PORTLAND GA BILLABLE OCT. 2014.PDF](#), [PORTLAND GA UNDOCUMENTED OCT., 2014.PDF](#)

- 4.II. 7 Point Plan Progress Report
(including preliminary #s for 2014; written communication)

Documents: [7-POINT PLAN UPDATE \(2014.12\)_1.PDF](#)

- 4.III. Staff Presentation On Shelter Consolidation Discussion
(as the consolidation option relates to the 7 Point Plan)

Action Item: There is a proposal before the Public Safety, Health & Human Services Committee that the Committee vote to recommend to the full City Council that staff are given 6 (six) months to perform a feasibility study on a potential shelter consolidation.

Public Comment will be taken on the Shelter Consolidation Discussion and pending action item.

Documents: [OSS FAST FACTS_1.PDF](#)

5. Draft 2015 Work Plan

Documents: [2015 WORKPLAN CONSIDERATIONS.PDF](#)

- 5.I. Specify Agendas For February, March And April Meetings (Action Item)

6. Adjourn



Portland Police Department

**City of Portland, Maine
Public Safety / Health & Human Services Committee
December 9, 2014**

Meeting Minutes

Committee Attendance: Chair Suslovic, Councilor Brenerman, Councilor Costa, Councilor Duson

City Staff Attendance: Sheila Hill-Christian, Interim City Manager; Julianne Sullivan, Acting Chief of Staff; Chief Sauschuck, PPD; Bob Duranleau, Social Services; Dawn Stiles, Director of Social Services; Toho Soma, Public Health; Keith Gautreau, Fire Dept; Chief LaMoria, Fire Dept.

Meeting Called to Order and Minutes from October Accepted

Chair Suslovic called the meeting to order at 5:34pm. A motion was made to accept the minutes from October's meeting. All in favor and so moved.

AGENDA ITEM # 2 – Brief Update on Inspections Task Force

Julie Sullivan provided a brief update on the Fire and Inspections task force. The task force was established following the fatal Noyes Street fire. The group includes representatives from the fire department and the city's inspection department. The task force will provide an update at the February 10th meeting of the Public Safety Health and Human Services committee. The task force currently meets on a weekly basis and has developed a mission statement. External members will join in January.

Councilor Brenerman asked if they anticipated any public input at the task force meetings. He has a friend who is an electrician and may have some suggestions. Julie responded there is no public input at this time but there will be public input at the February 10 meeting before the Public Safety Health and Human Services committee. Julie offered to make it public that concerns may be sent to her regarding the task force. The chair suggested that the task force make a draft recommendation available to the public and create an opportunity for public input before the February 10th meeting.

Councilor Costa said that if the task force has financial implications that the group should be cognizant of the cost. Councilor Suslovic attended the Metro Greater Portland Council of Governments coalition meeting and said that Portland is not the only city with these issues with housing stock. Interim City Manager Sheila Hill-Christian was asked to work with other communities to develop the top 10 landlord list to share with other communities to add pressure and keep buildings safe.

Councilor Suslovic said the task force is doing a good job and said that he would rather have quality output so he is flexible on the timing of the presentation before the full committee. Councilor Brenerman asked if the task force needed the report on the cause of the fire before moving forward. Julie Sullivan said this is not a debrief on the Noyes Street fire; this is a discussion about what we are dealing with here in Portland and how to move forward. The chair specified the timing of the report is not in our control.

Fire Chief LaMoria said that we are doing what we can. The chair asked staff who determines if we can demolish the building. Sheila Hill-Christian and Richard Bianculli, the neighborhood prosecutor, confirmed that the courts and insurance companies are keeping the city from demolishing the building. Julie was

asked to add the Public Safety Health and Human Services members to the distribution list for task force materials.

AGENDA ITEM 3 – General Assistance Monthly Update

Dawn Stiles introduced Bob Duranleau and Tammy Morris from Social Services to assist in providing an update because Dawn just began in her position. Bob said the data breakdown for the first quarter has people staying on general assistance longer over a year and many of those people are going through the asylum process. Sheila Hill-Christian asked Bob to explain why the city receives two bills for the new councilors on the committee. Bob responded that the change in general assistance per the Governor's office is regarding the I-94 form and the two bills are for the "documented" and "undocumented" individuals requesting assistance.

Councilor Costa asked when the City began receiving two bills. Bob responded that the city has been receiving two bills per person since June 17, 2014 and 90% reimbursement is more difficult to reach because undocumented individuals don't count toward that reimbursement. To date the city has received no reimbursements compared to in the past when they would've seen reimbursements within 30 days. There is a 5 to 10% increase in cases as well. Chair Suslovic asked if the Lewiston individuals on general assistance have been coming to Portland. Bob said not to his knowledge. Councilor Brenerman asked why clients need subsidies outside of Portland and Bob responded regarding eligibility. The chair would like to note housing subsidy is not general assistance and that the seven point plan intends to transition individuals off general assistance.

Councilor Brenerman asked if those with subsidies have to stay in Portland. Bob responded that it depends on the subsidy and said that asylum-seekers with general assistance are not eligible for housing subsidies. Councilor Costa asked if we have a way of quantifying how much time we have spent on this since June of 2014. Bob responded that this has doubled administrative time. Councilor Costa questioned the 90% reimbursement process and Bob answered that the city is usually at the threshold earlier in the year but this year will be later because the undocumented caseload doesn't count for the spring. Social Services will clarify these threats of submitting documented and undocumented that may create a loss for general assistance funding altogether. Bob said Lewiston and has been submitting forms as a placeholder for now if the legal case is won and they are not currently looking for reimbursement at this time.

At 6:15 PM Councilor Duson arrived. Councilor Costa asked if there were no regulations requiring the state to pay municipalities Bob was unaware of existing state laws related to that.

Councilor Brenerman asked to clarify the term documented and undocumented and asked if we have illegals in Portland. Bob Duranleau specified that those individuals are either seeking asylum or are undocumented. Councilor Brenerman asked if other municipalities have these issues. Bob replied that these issues maybe specific to Portland because of the general assistance program. The Chair would like to clarify employment opportunities are available for asylum-seekers.

Councilor Duson said that after receiving work authorization permit are the individuals still considered undocumented and asked staff to clarify the term undocumented. The chair clarified State Law requires municipalities to give general assistance. Councilor Duson asked if any other state provides general assistance to asylum seekers. Bob Duranleau said he could not find other states that provided general assistance to asylum seekers.

AGENDA ITEM # 4 – Review and set work-plan for 2015

Councilor Suslovic said the full council has been attempting priorities to guide staff and their efforts in hopes the committee's work better reflects those goals. The full council meeting takes place in January and that may impact the Public Safety Health and Human Services committee work plan. Sheila will be gathering as much data on Portland as she can to assist in this process. The Chair thanks the social

services department for their strong work in this field.

The committee talked through the style of updates they would like to see moving forward for 2015. Councilor Duson would like to see more of a dashboard/vital signs approach where Councilor Suslovic would like to see regularly scheduled updates on areas under the committee's purview – even if there are not that many items to update so they can get on a regular schedule. Councilor Brenerman pointed out that the updates are half of the list in front of them and Councilor Costa requested a briefing on the issues before the committee in general. It was also requested that the Committee receive regular monthly emails or quarterly to update them on ongoing work. Sheila agreed this could happen. The Chair of the committee asked for staff recommendations on what topics the committee did need to consider for 2015.

A discussion was had regarding the seven point plan and the Chair said this should include a facilities review. Sheila noted that funding needs to be a part of the conversation because those dollars are tied to the State and that funding source remains very unclear at this time. Councilor Duson expressed a long term concern with this noting that the 7 point plan's purpose is to minimize the amount of funding the City puts into these programs. Councilor Brenerman asked if committee chairs talk to each other regarding items the individual committees are discussing and potentially acting on because he thinks the HCDC committee has a competing interest. Sheila agreed to communicate with the chair of the HCDC committee to let them know of competing interests.

Councilor Brenerman asked if the city provides work opportunity for seniors as part of the elder affairs program. The chair said that fits into Sheila's needs assessment and what the Baron center's role in that is. Dawn Stiles said AARP has a partnership starting up to learn where needs are for Elder affairs. That kicks off January 1. Councilor Brenerman went to Israel and seniors and to a center where they made crafts all day and lunch was provided and he thought it was a great way for seniors to spend time and he didn't know if that was something the city offered or maybe it was the agency on aging.

Sheila asked what Portland looks like now and would like to get a better idea of the services the City offers and compare those services to where the city is spending their money in order to move forward. The chair asked what the action should be on the 2015 work plan.

Councilor Duson would like to narrow down the list and highlight what they're doing to connect with the full council and figure out what format we pass this information on to the council. The group agrees action should be data driven in 2015. Councilor Duson did ask about charging additional fees for inspections to help pay for the program.

It was agreed the Fire/Code Inspections task force would do a presentation on their recommendations to the PSHHS committee at the February 10th meeting. It was agreed January would be an update on Public Health, Social Services and the Mayor's Sub-Committee on Substance Abuse and include work on the 2015 work plan.

Councilor Brenerman asked if the buffer zone was before the committee and the chair said the legislative committee talked about the buffer zone and is not aware of any staff recommendations. It was clarified the issue is currently in court as well as the median strip issue.

An Elder Affairs discussion was agreed to be held after the full council's January meeting on goals. April was discussed as a good month for the Neighborhood Accountability Board. Councilor Duson asked if this idea meshes with the Fire/Code task force. It was agreed that the neighborhood accountability board would be more of a "quality of life" discussion vs. the fire/code task force being established to protect property and life itself.

The Chair noted the next meeting of the safety Health and Human Services committee meeting is January 13th at 5:30 PM. The February meeting will take place in council chambers to accommodate all the comment on the fire and inspection code task force recommendations to the committee. The Chair

confirmed a 5:30 PM start on the second Tuesday of each month for 2015 moving forward. Councilor Duson asked about new binders for 2015. The committee adjourned with no further business at 7:40 PM.

Update: Mayor's Substance Abuse Subcommittee
Presented to: Public Safety, Health and Human Services Committee
By: Toho Soma, Acting Public Health Director, HHSD
January 13, 2015

- The Mayor's Substance Abuse Subcommittee is a subcommittee of the Mayor's Health Care Committee.
- It is co-chaired by two community volunteers, Representative Richard Farnsworth of District 37 (part of Portland), the House Democratic Chair on the Joint Standing Committee on Health and Human Services, and David Faulkner, Executive Director at Day One, a youth-focused substance abuse prevention and treatment agency. Chris Corson from the Public Health Division provides staff support.
- Due to the increased prominence of a number of issues related to substance abuse in our community, this subcommittee was established for the following purposes:
 - To review, examine and analyze current and emerging issues in the city related to substance abuse, including but not limited to alcohol, opiates, marijuana and tobacco.
 - Ensure that a system of care is evident for those persons needing prevention, intervention, treatment and recovery services.
 - Review city, state and national policies affecting substance abuse and make recommendations on appropriate policies for the city.
- Attendance has been impressive with representatives from many sectors, including law enforcement, EMS, prevention, treatment, recovery, institutes of higher learning, local government and various state agencies.
- The subcommittee has met six times since its inception in June, the next meeting is scheduled for Thursday, January 15, from noon to 2 pm in Room 24 at Portland City Hall.

Next steps:

- Kris Nyrop from Seattle, Washington will be coming on January 15th and 16th to meet with representatives from community organizations, law enforcement, District Attorney's office, judiciary, local providers, City staff and others to discuss the history and implementation of the Law Enforcement and Assisted Diversion (LEAD) Program in King County, WA.
 - LEAD is a pre-booking diversion pilot program developed with the community to address low-level drug and prostitution crimes in parts of King County, WA. The

program allows law enforcement officers to redirect low-level offenders engaged in drug or prostitution activity to community-based services, instead of jail and prosecution. By diverting eligible individuals to services, LEAD is committed to improving public safety and public order, and reducing the criminal behavior of people who participate in the program.

- The Task Force has developed three working groups: Prevention, Treatment and Recovery, and is currently recruiting members for each group. With support of the Subcommittee, these working groups will develop goals in each of the three areas and will report on progress at the bi-monthly, full Subcommittee meeting.
- The Subcommittee is currently working to identify existing sources of relevant data so that baselines and benchmarks can be created to track and measure changes in the community related to each of the three work group focus areas. A challenge is finding local, publically available data.

Public Health Division Quarterly Report



Toho Soma, MPH

Acting Public Health Division Director

Health Equity and Research Program Manager

January 13, 2015

Public Health Division

- Vision
 - To be a community where the public can enjoy health and well being in a clean environment, protection from public health threats, and high quality health care.
- Mission
 - The mission of the Public Health Division is to improve the health of individuals, families, and the community through disease prevention, health promotion, and protection from environmental threats.

Public Health Division

- FY15 budget of \$5.7 million, 18% City funded
- 70 staff in 6 programs at 9 sites
 - Chronic Disease Prevention
 - Environmental Health and Safety
 - Family Health*
 - Health Equity and Research
 - India Street Clinical Services*
 - Operations

*Clinical services.

Guiding Principles of Public Health

- Harm reduction
 - Meet people where they're at
- Health disparities
 - Some public health successes can widen the gap between the healthy and unhealthy
- Social determinants of health
 - Poverty, education, racism, and other social factors underlie many health outcomes
- Evidence-based
 - Every program and policy has a scientific basis behind it

Leading causes of death, 2011

Condition	Maine (13,001 total deaths)	US (2.5 million total deaths)
1. Cancer	24.6% of all deaths	22.9%
2. Heart disease	20.4%	23.7%
3. Chronic lower respiratory diseases (e.g., emphysema, chronic bronchitis)	6.5%	5.7%
4. Cerebrovascular diseases (e.g., stroke)	4.8%	5.1%
5. Unintentional injuries	4.4%	5.0%
6. Alzheimer's disease	3.7%	3.4%
7. Diabetes mellitus	2.7%	2.9%
8. Influenza and pneumonia	2.3%	2.1%
9. Nephritis, nephrotic syndrome, nephrosis	2.0%	1.8%
10. Suicide	1.8%	1.6%
Total	73.2%	74.2%

Source: Centers for Disease Control and Prevention.

Preventable Causes of Death, 2005

Behavior	Number of deaths	% of all deaths (2.5 million total deaths)
1. Tobacco smoking	467,000	18.7%
2. High blood pressure	395,000	15.8%
3. Being overweight or obese	216,000	8.6%
4. Physical inactivity	191,000	7.6%
5. High blood glucose	190,000	7.6%
6. High LDL cholesterol	113,000	4.5%
7. High sodium	102,000	4.1%
8. Low omega-3 fatty acids	84,000	3.4%
9. High trans fatty acids	82,000	3.3%
10. Alcohol Use	64,000	2.6%
Total	1,904,000	76.2%

50%

Source: Danaei G, et al. The Preventable Causes of Death in the United States: Comparative Risk Assessment of Dietary, Lifestyle, and Metabolic Risk Factors. *PLOS Med.* 2009; 6: 1-23.

ADULT HEALTH INDICATORS, 2012	Cumb. Co.	Maine
Overweight or obese	56.2%	64.2%
Currently have asthma	9.7%	11.1%
Currently smoke	16.6%	20.3%
Ever been told they have non-gestational diabetes	7.9%	9.7%

Source: Behavioral Risk Factor Surveillance System, CDC.

YOUTH HEALTH INDICATORS, 2013	Cumb. Co. Mid. Sch.	Maine Mid. Sch.	Cumb. Co. High Sch.	Maine High Sch.
Alcohol use in the past 30 days	3.6%	4.7%	25.6%	26.0%
Cigarette use in the past 30 days	2.6%	3.2%	10.8%	12.9%
Marijuana use in the past 30 days	3.4%	4.4%	22.0%	21.6%
Exposed to second-hand smoke in the past 7 days	19.6%	28.1%	30.6%	38.3%
Bullied at school (ever for Jr. high, past 12 months for HS)	48.9%	51.6%	22.9%	25.8%
Ever had sexual intercourse	6.6%	8.7%	36.5%	42.4%
Overweight or obese	Unavail.	31.7%	23.2%	31.7%

Source: Maine Integrated Youth Health Survey, Maine Department of Health and Human Services, Maine Department of Education.

Incidence per 100,000 for the most common notifiable diseases in Cumberland County, 2013

Disease	Cumb. Co. cases	Cumb. Co. rate	Change since 2012	Maine rate
1. Chlamydia	793	277.8	+6%	258.9
2. Lyme disease	351	123.0	+31%	103.6
3. Giardiasis	69	24.2	+38%	16.4
4. Gonorrhea	65	22.8	-45%	18.5
5. Chronic hepatitis B	58	20.3	+7%	8.1
6. Campylobacteriosis	55	19.3	+28%	17.2
7. Varicella	45	15.8	-32%	10.5
8. Pertussis	42	14.7	-81%	25.0
9t. Salmonellosis	27	9.5	-21%	9.9
9t. Invasive MRSA	27	9.5	-13%	9.8

Source: Infectious Disease Epidemiology Program, Maine CDC.

Immigrant and refugee communities

- The racial and ethnic minority population in Portland increased by 80% between 2000 and 2010, whereas the total population increased by only 3%.

Source: US Census Bureau.

- Top 3 health problems
 - Diabetes
 - High blood pressure
 - Dental problems
- Top 3 riskiest health behaviors
 - Alcohol abuse
 - Lack of exercise
 - Drug abuse

Source: Minority Health Program, Portland Public Health Division, 2014.

Substance Abuse

Heroin use is on the rise both locally and nationally. Factors contributing to this include:

- Better monitoring of prescription opiates via the State's Prescription Monitoring Program
- Oxycodone and other opiates have become more expensive
- Changes to MaineCare have limited access to treatment

Solutions

- Needle Exchange Program provides harm reduction education, HIV and hepatitis C testing, and clean needles in exchange for dirty ones to minimize the risk of HIV and hepatitis C transmission.
- Needle Exchange is prescribing naloxone, which can counteract the effects of an opiate overdose.
- Established a permanent drug drop box at the Portland Police Department at 109 Middle Street to reduce drug diversion.

On the horizon

- Electronic Medical Records
 - Currently reviewing applications to establish electronic medical records for clinical services.
 - Necessary by October 2015 in order to receive insurance reimbursements.
- Local Public Health Accreditation
 - Our site visit for Local Public Health Accreditation is March 17 and 18.
 - Site visitors would like to meet with this Committee on Wednesday, March 18 at 10:30.

Possible ordinance changes

- Working to explicitly include e-cigarettes and other tobacco products in the City's tobacco ban in public spaces and outdoor dining areas.
- The Food Service Establishment (FSE) Inspections Program has ideas to generate more revenue and increase food safety.
 - Increase frequency of fines for repeat offenders.
 - Require all FSEs to have a Certified Food Protection Manager before opening, rather than within 90 days of opening.
 - Increase compliance with FSEs needing a Variance or Hazard Analysis and Critical Control Points Plan.

Thank you!

Toho Soma

tsoma@portlandmaine.gov

756-8054

CITY OF PORTLAND

GENERAL ASSISTANCE FACT SHEET

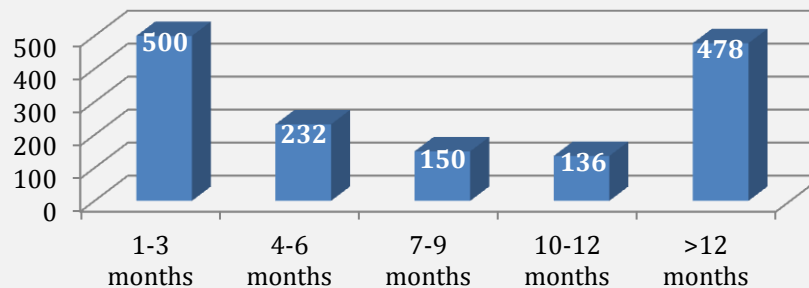
FY 2015 – QUARTER 1 (JULY 01 – SEPTEMBER 30, 2014)

- 1,496 Total Unduplicated Cases for a total of 2,427 Unduplicated Individuals
- 370 Total Unduplicated Families
- 1,126 Total Unduplicated Singles
- 419 Total Intake/New Cases – 138 Visa Holders (33%)
- 1,101 Average Cases per Month
- 700 Households receive rental assistance on a monthly basis for an average of 1,200 individuals
- 800 Households receive food assistance on a monthly basis for an average of 1,410 individuals

EXPENDITURES

Rent		\$1,282,832	50%
Emergency Shelter		\$715,299	28%
<i>Oxford Street</i>	\$445,335		
<i>Family Shelter</i>	\$48,013		
<i>All other community shelters</i>	\$221,950		
Food		\$367,935	15%
Non-food (<i>personal items</i>)		\$60,484	2%
Other (<i>diapers, prescriptions, utilities</i>)		\$122,650	5%
TOTAL		<u>\$2,549,200</u>	

Length of Assistance
(total cases)



CITY OF PORTLAND

**GENERAL ASSISTANCE
DHHS REIMBURSEMENT BILLED TO STATE**

FY 2015 – QUARTER 1 (JULY 01 – SEPTEMBER 30, 2014)

TOTAL EXPENDITURES: \$2,549,200

	Total Expenditures	Billed - Documented (at 50%)	Billed - Undocumented (Asylum Seekers) (at 50%)
July	\$850,670	\$279,559	\$148,397
August	\$867,470	\$291,545	\$142,190
September	<u>\$831,060</u>	<u>\$278,449</u>	<u>\$137,081</u>
Total	<u><u>\$2,549,200</u></u>	\$849,553	\$427,668

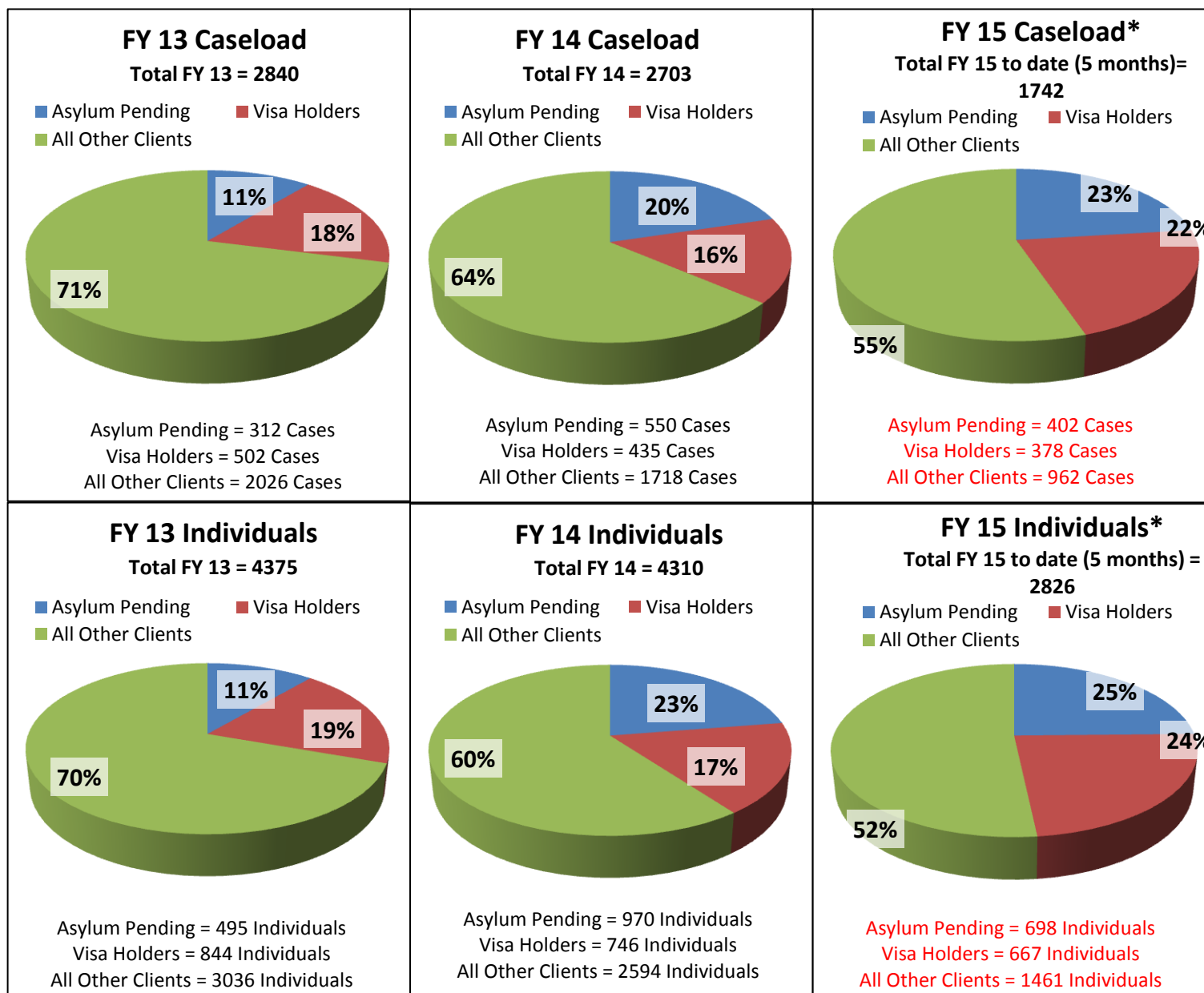
Unduplicated Cases	921	575
Unduplicated Individuals	1,425	1,002

While these cases are unduplicated in each billing category (Documented v. Undocumented), they may be duplicated between categories. An individual may be documented for one voucher paid, but not for the next, depending on the dates of their visits and dates of vouchers being billed and paid.

Example:

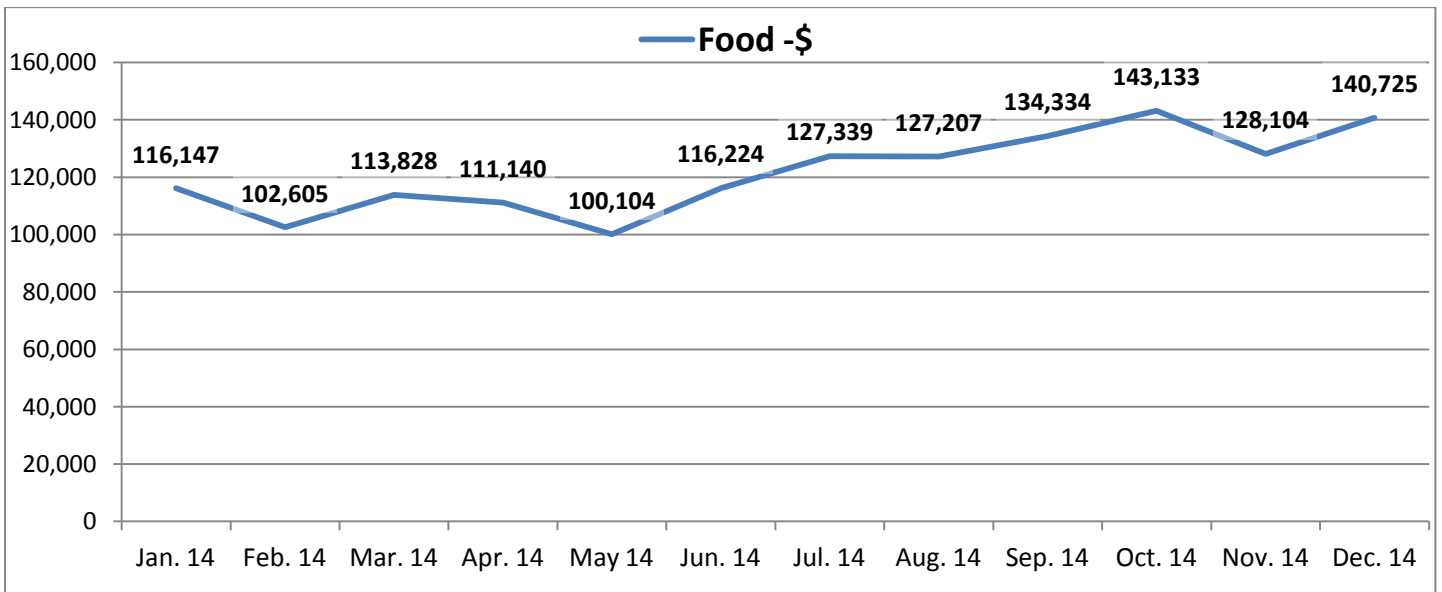
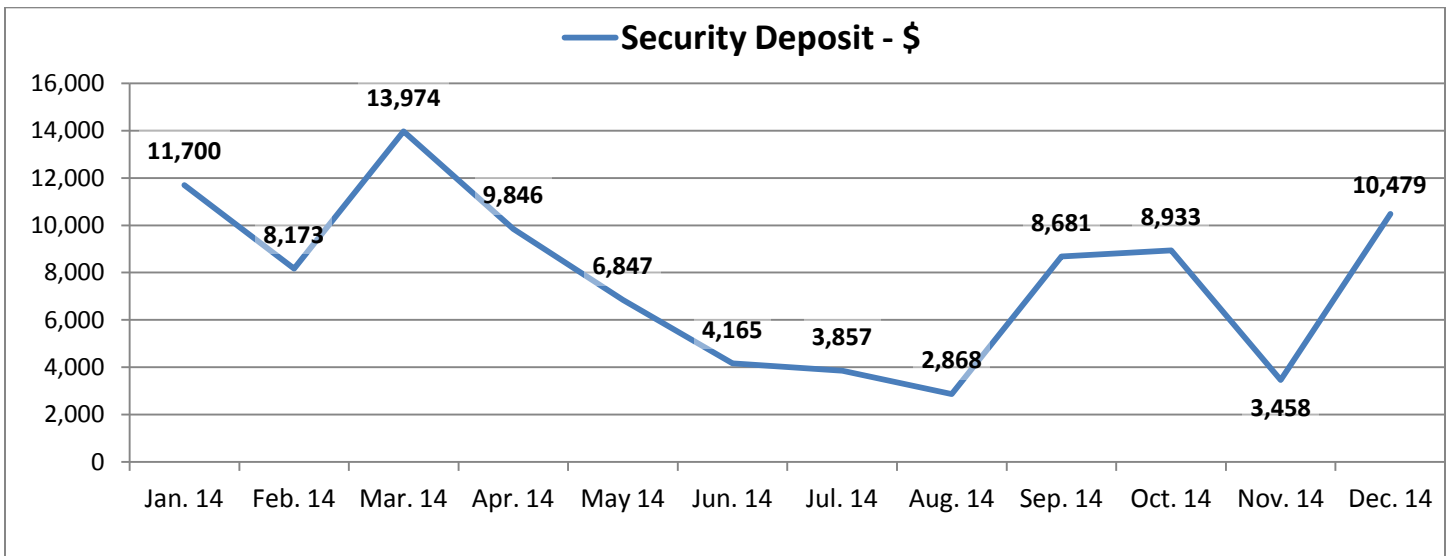
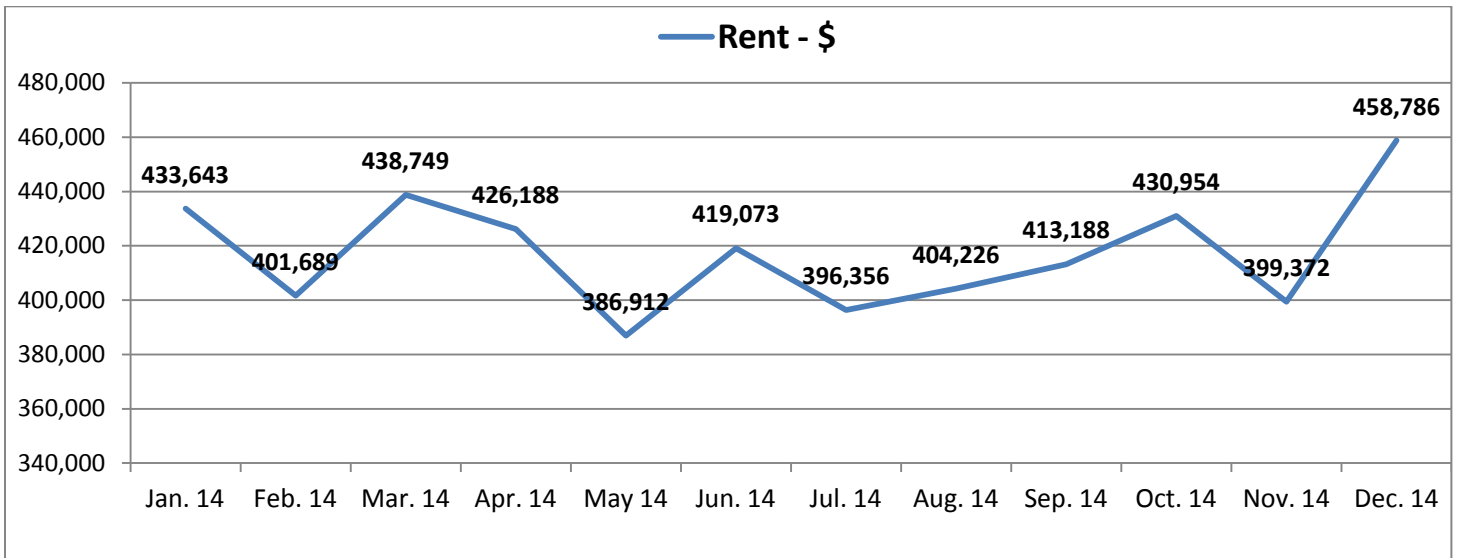
Case 98765 is granted assistance on July 3 for \$400. Their I94 expires on July 20. The case is granted assistance again on August 3 for \$350. This case will show in both Documented (\$400) and Undocumented (\$350).

**CITY OF PORTLAND
GENERAL ASSISTANCE
ASYLUM PENDING, VISA HOLDERS, ALL OTHERS
UNDUPLICATED CASELOAD AND INDIVIDUALS
FY 13, FY 14 & FY 15 to date (07/01/2014-11/30/2014)**



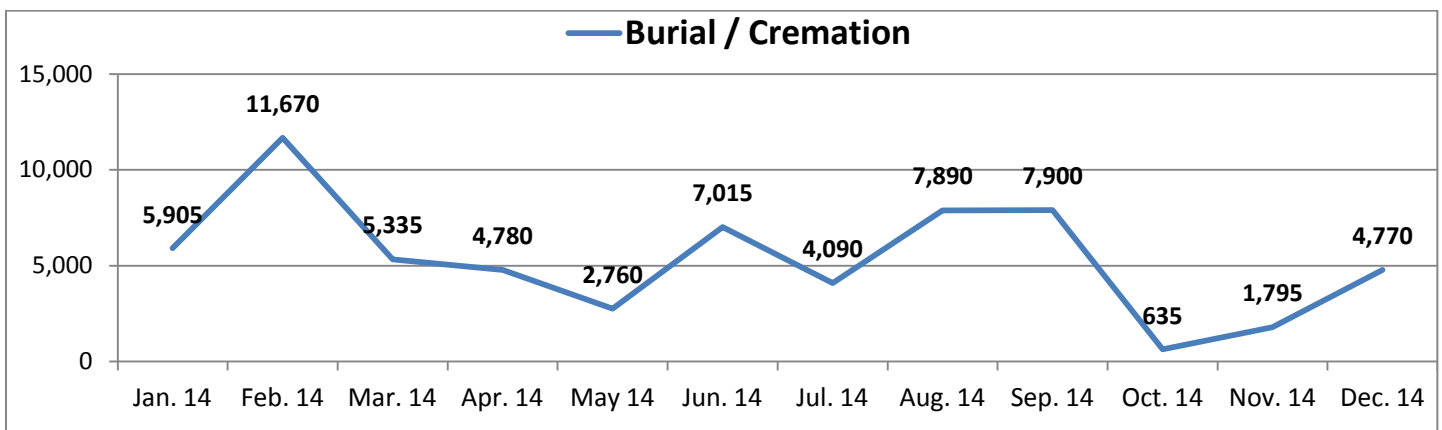
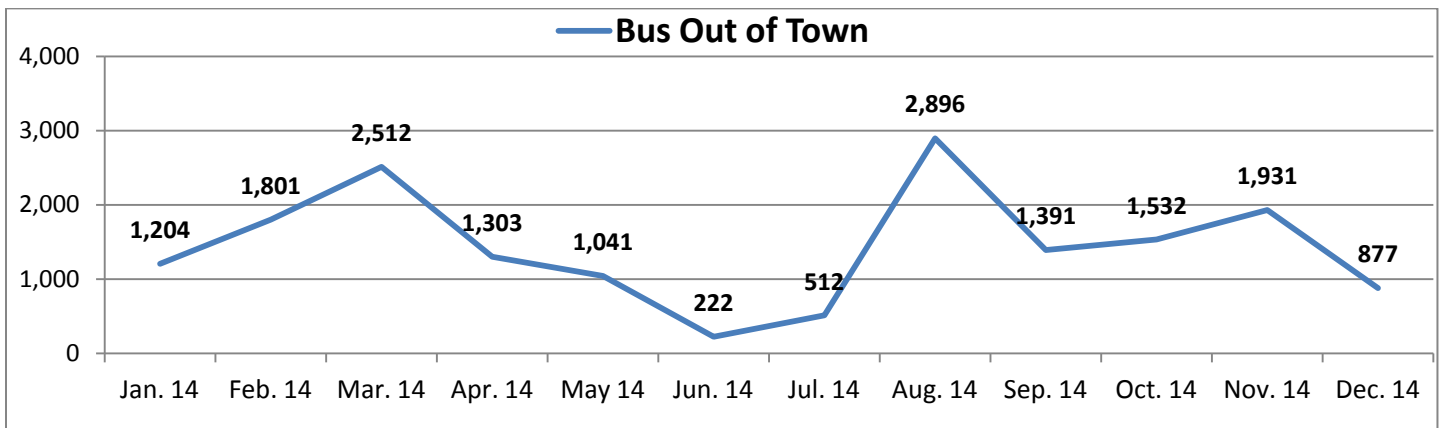
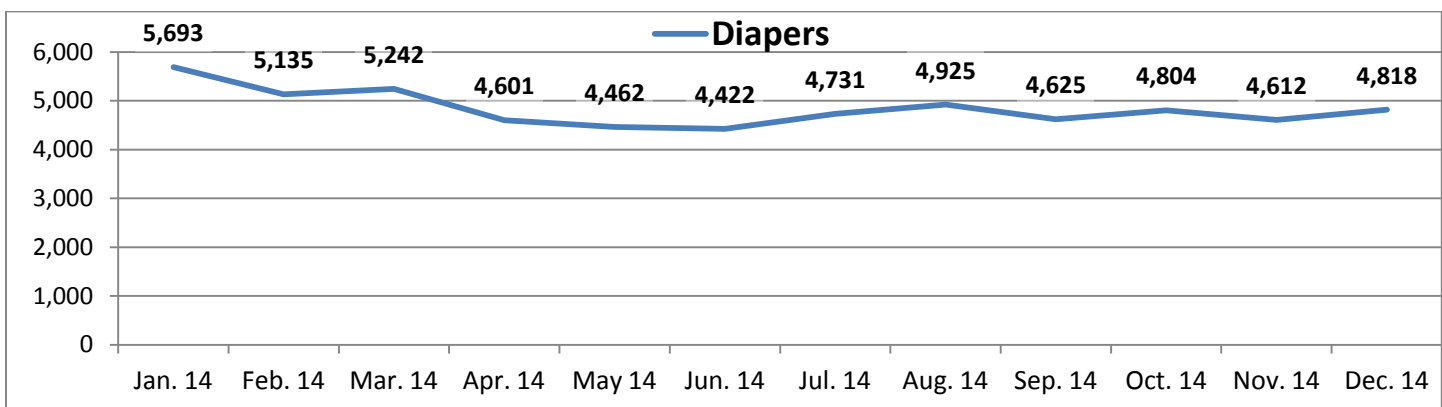
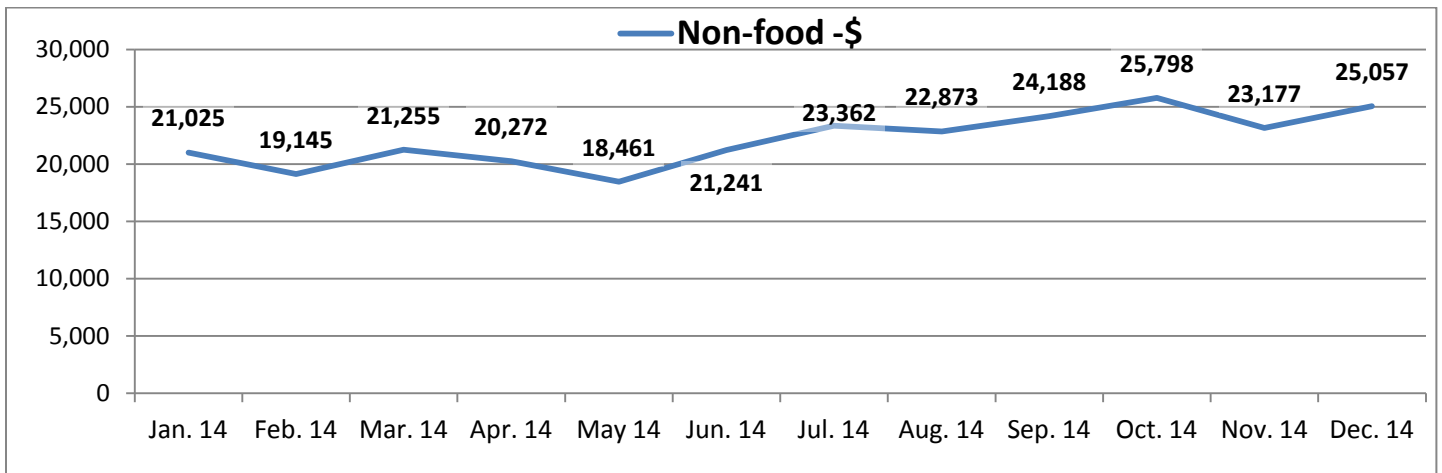
General Assistance Voucher Expenditures Authorized

January 2014 – December 2014



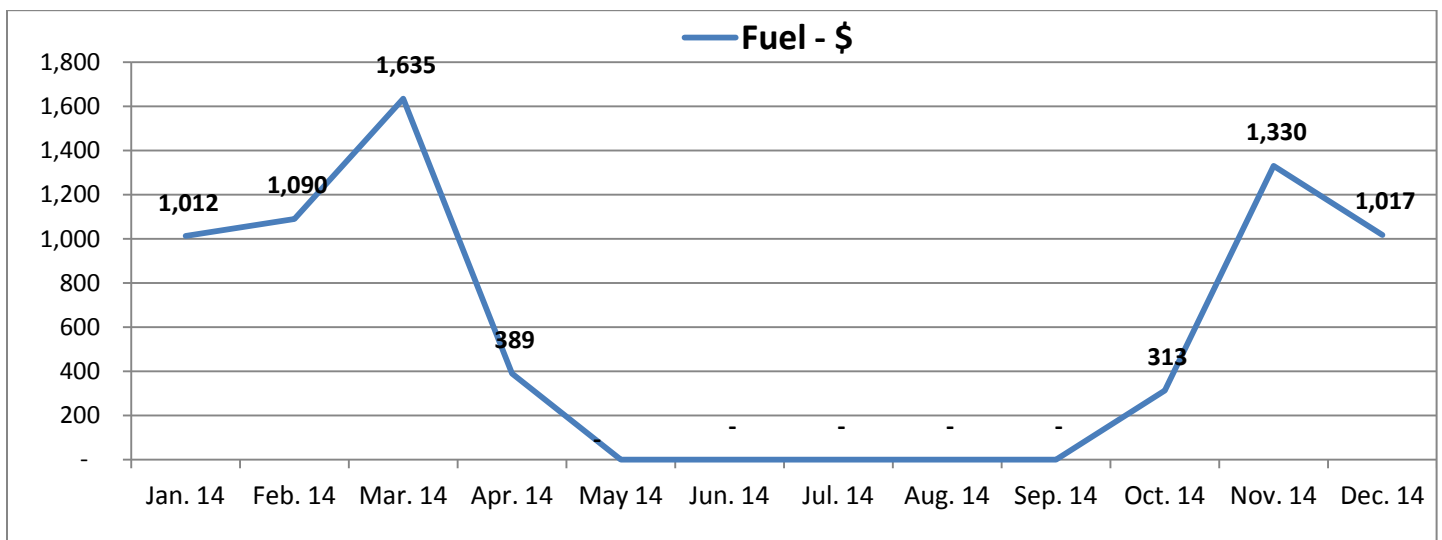
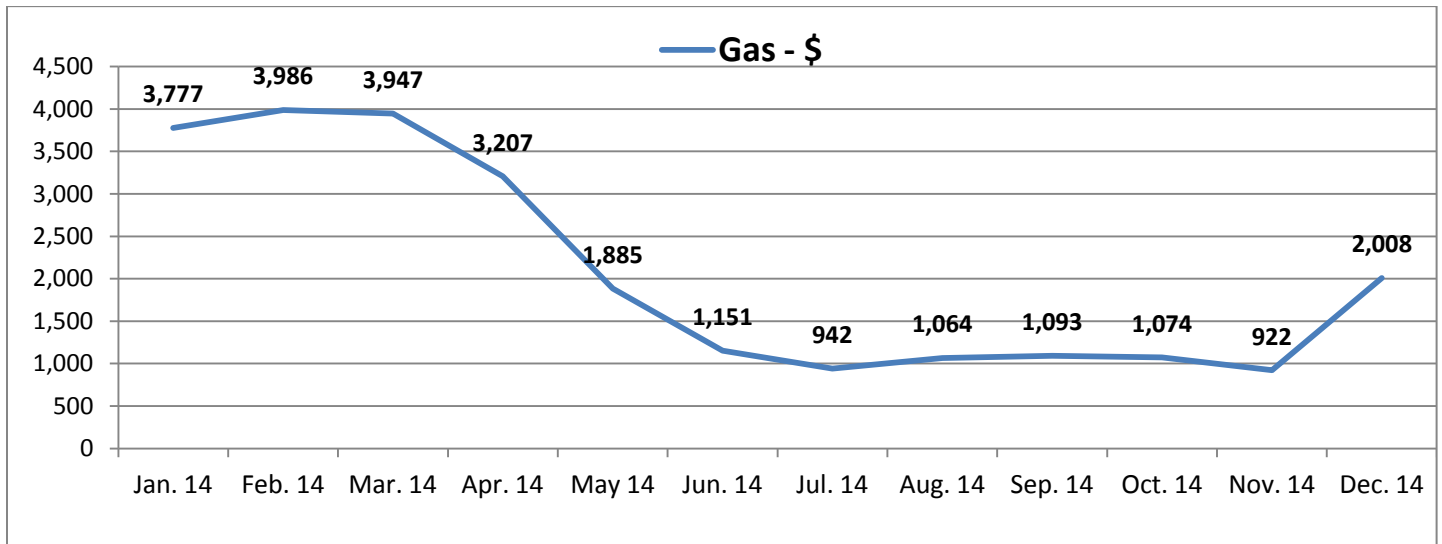
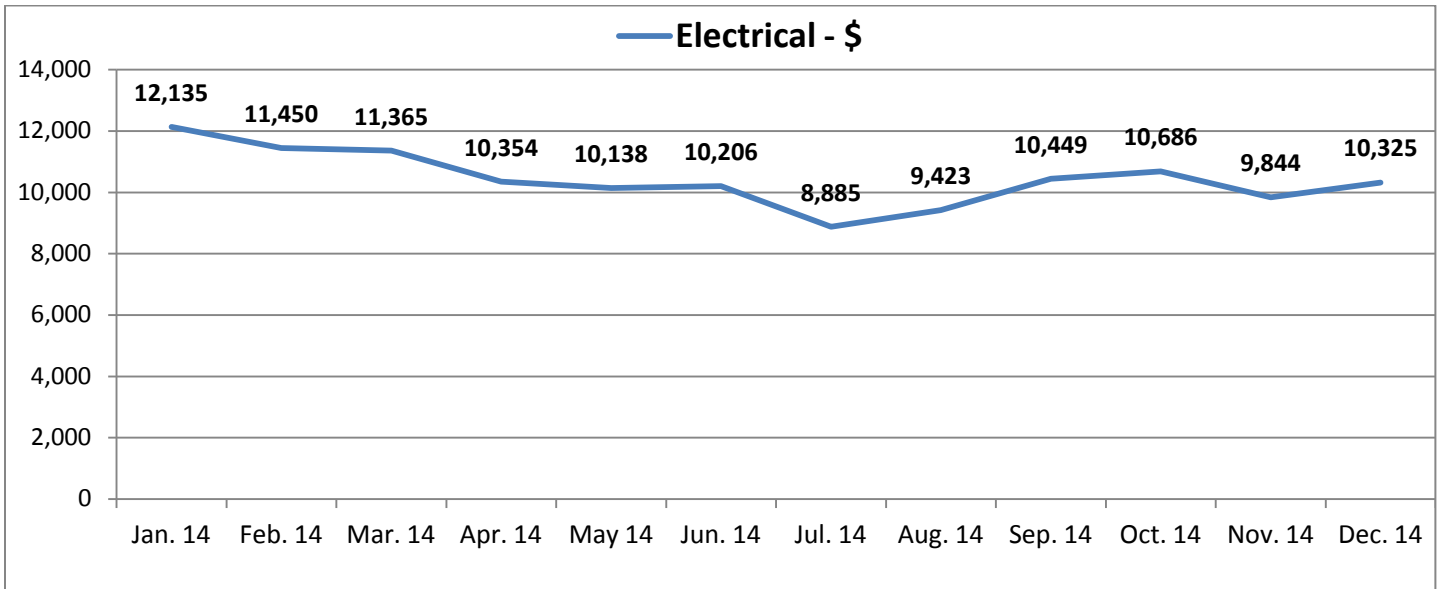
General Assistance Voucher Expenditures Authorized

January 2014 – December 2014



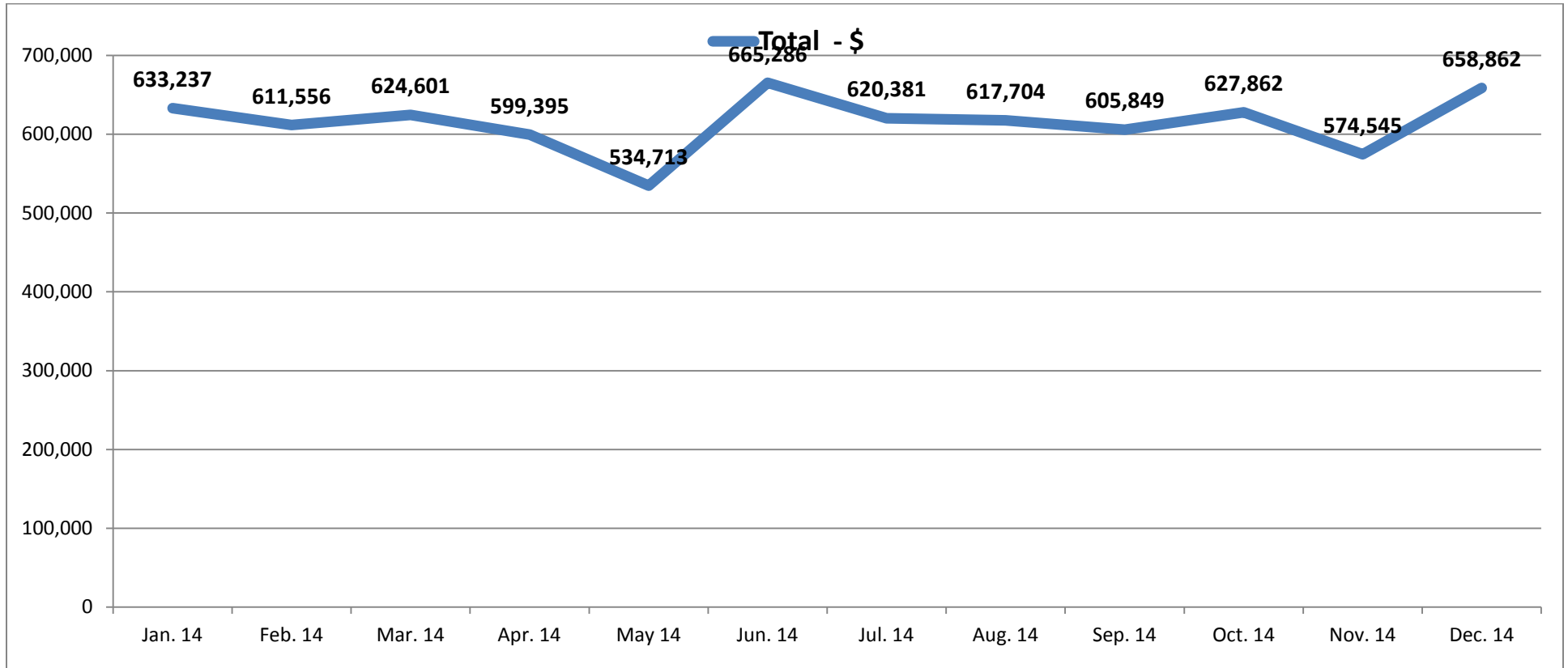
General Assistance Voucher Expenditures Authorized

January 2014 – December 2014



General Assistance Voucher Expenditures Authorized

January 2014 – December 2014



**Total Expenditures does not include prescriptions, shelter payments, Logan House, or direct-to-vendor GA payments.*

December 2014 Expenditures Authorized
\$658,862

December 2013 Expenditures Authorized
\$622,135

Expenditures are up

6%

\$36,727

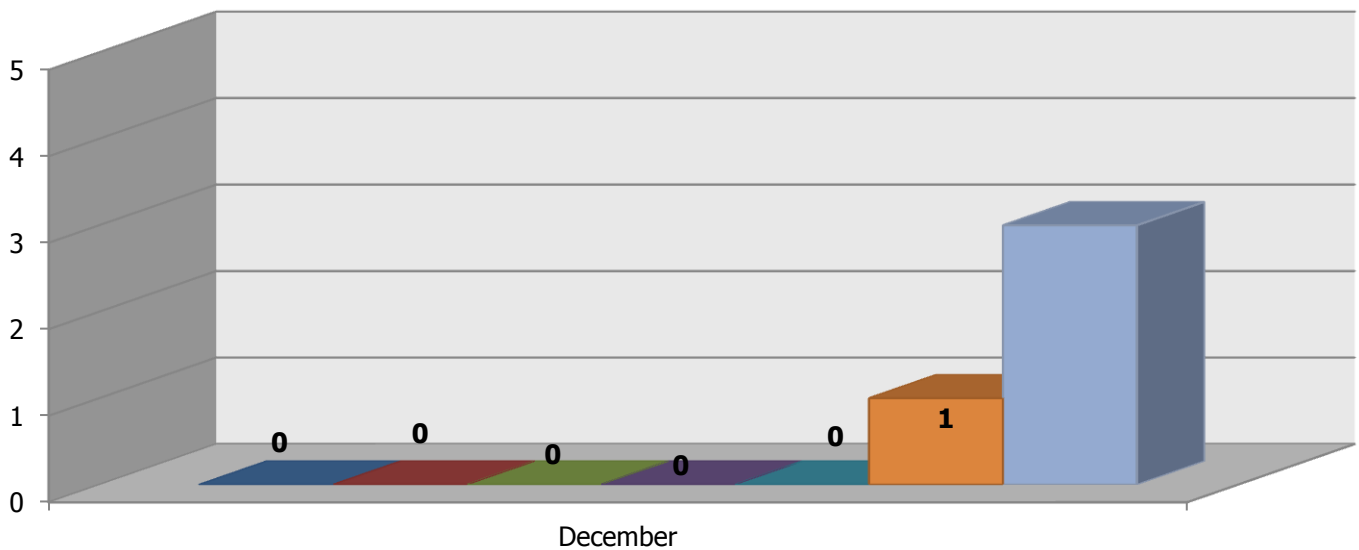
CITY OF PORTLAND
HEALTH AND HUMAN SERVICES DEPARTMENT
SOCIAL SERVICES DIVISION

GENERAL ASSISTANCE

Denials for Fraud Verification

December 2014

■ Voucher Processing Verification - 0 ■ Work Number Verification - 0 ■ DHHS/GA Verification Forms - 0
■ Banking Info Sheet Verification - 0 ■ Unemployment Verification - 0 ■ Workfare - 1
■ Workshops - 3



Total Fraud Denials: 4

There were a total of **4** tracked fraud denials for the month of December 2014

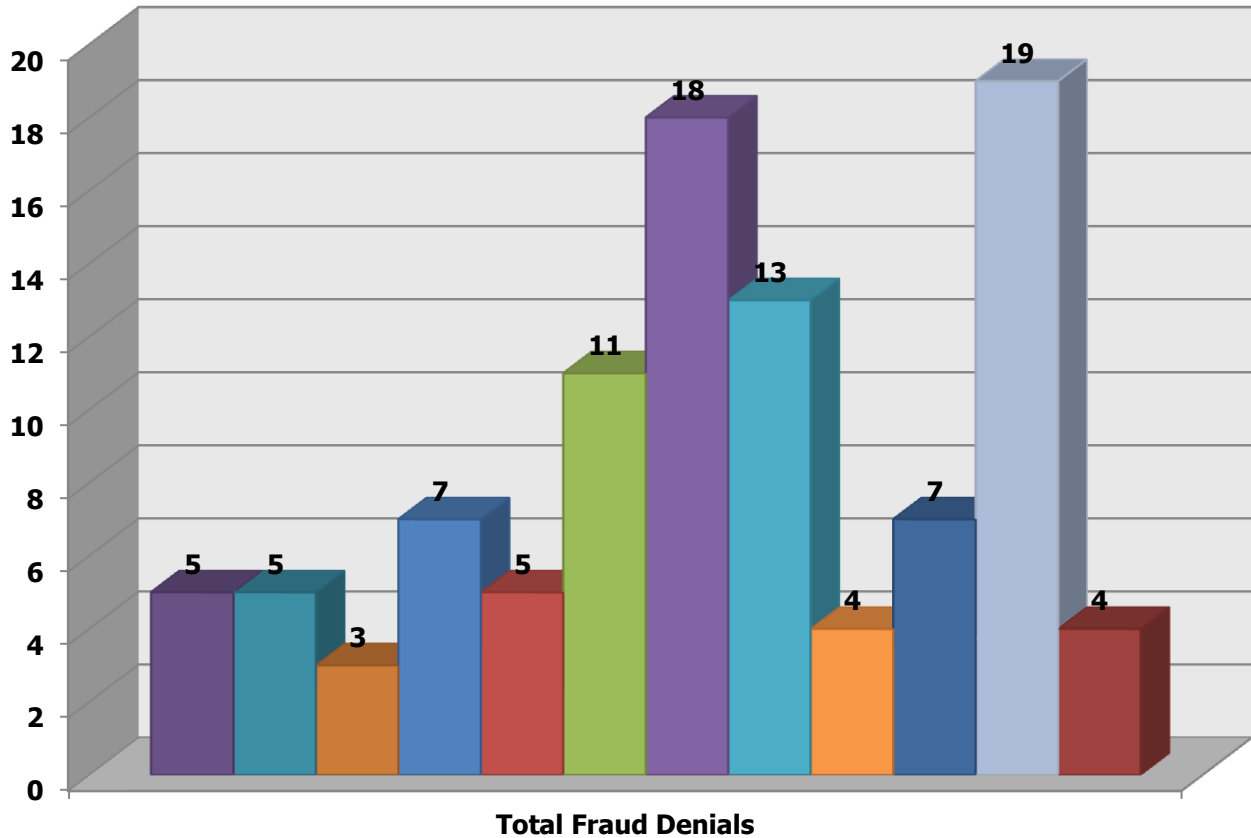
There were a total of 43 unduplicated denials for the month of December 2014

9% of December's unduplicated denials were due to fraud

GENERAL ASSISTANCE

Fraud denials

January 2014 – December 2014*



There were a total of 101 fraud denials* from January 1, 2014 through December 31, 2014
Out of a total of 2509 unduplicated GA Applications made

Fraud Percentage

The fraud rate from January 1, 2014 through December 31, 2014, was 4%

There were a total of 301 unduplicated denials from January 1, 2014 through December 31, 2014
Out of a total of 2509 unduplicated GA Applications made

Disqualification Percentage

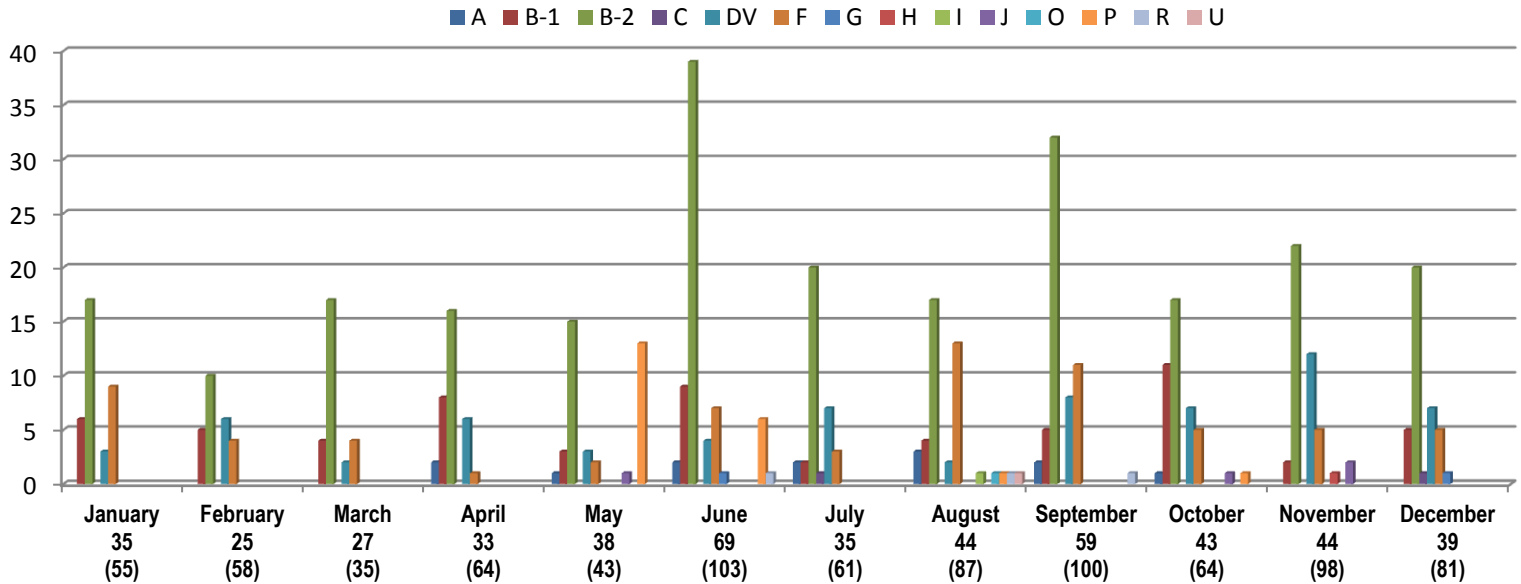
The disqualification rate from January 1, 2014 through December 31, 2014, was 12%

*Starting for November data:

Workfare and Workshops (did not attend or report to these requirements) are counted as fraudulent categories
Work Number is no longer used by the City to help determine whether GA clients are not reporting earned income

CITY OF PORTLAND
HEALTH & HUMAN SERVICES DEPARTMENT
SOCIAL SERVICES DIVISION
GENERAL ASSISTANCE PROGRAM

INTAKE VISA STATUS DECEMBER 2014



Total Intakes with Visas: 39 Cases December

81 total intakes for November

B-1 Visa: Individuals who wish to visit the United States temporarily for business purposes, (e.g. conferences) or for medical treatment or to accompany a family member who is requires medical treatment.

B2 Visa: Individuals who wish to visit the United States temporarily or to visit family or friends.

A-2 Visa: diplomatic visa is a nonimmigrant visa which allows foreign accredited officials, not in the diplomatic category, to enter into the U.S. to engage in official activities of their government.

F-1 Visa: Academic or language students; **F-2 Visa:** Family members of F-1 Visas

C1 Visa: Nonimmigrant visa which allows foreign nationals to enter into the United States while transiting to another foreign country.

DV Visa: The Department of State has an annual lottery for immigration to the United States. Up to 55,000 immigrants can enter the United States each year from countries with low rates of immigration to the United States.

G Visa: A nonimmigrant Visa which allows designated principal resident representatives of foreign governments recognized by the U.S. to enter into the U.S. to work for an international organization and not for personal business or pleasure. The staff and immediate family members of principal G-1 visa holders also qualify for G-1 visa.

TN/TD Visa: TN - Canadian and Mexican nationals employed in professional occupations; TD – Family members/spouse of TN Visa individual.

R Visa: Foreign ministers. This includes deacons, practitioners of Christian Science and officers of the Salvation Army. The visa category also extends to benefit people working in a professional capacity in a religious occupation or vocation

P Visa: Temporary employment visa, that applies to foreign-based athletes and entertainment groups

BBC Visa: Border Crossing Card - also serves as a B1/B2 Visa

YY Visa: Unknown Visa Type, possible worker error.

J Visa: Nonimmigrant visa which allows foreign nationals to enter the U.S. to participate in exchange programs to promote the sharing of knowledge and skills in education, arts and sciences

E Visa: Treaty Visas. **E1 Visa:** Nationals of qualifying Treaty countries who undertake a significant amount of international trade with the United States. **E2 Visa:** Nationals of qualifying Treaty countries who have made a significant investment in the United States

M Visa: Nonimmigrant visa which allows foreign students wishing to pursue vocational or non-academic studies, other than language training.

O Visa: Nonimmigrant visa is for the individual who possesses extraordinary ability in the sciences, arts, education, business, or athletics, or who has a demonstrated record of extraordinary achievement in the motion picture or television industry and has been recognized nationally or internationally for those achievements.

Q Visa: Nonimmigrant visa is for international cultural exchange programs designated by USCIS.

R Visa: Individuals coming to the United States temporarily to be employed at least part time by a non-profit religious organization in the United States to work as a minister or in a religious vocation or occupation.

**DEPARTMENT OF HEALTH AND HUMAN SERVICES
MONTHLY GENERAL ASSISTANCE REIMBURSEMENT REPORT**

Municipality: Portland County: Cumberland Reporting Period: October, 2014

During this reporting period we processed 1,785 applications. We paid for 1,624 cases which included 2,421 people.

Note: Total number of cases and persons in the household should be counted one time per category of assistance awarded. **IMPORTANT:** All statistical information should reflect the number of cases, persons, etc. for whom assistance was actually paid for during the reporting period, not what you have authorized during the reporting period.

Breakdown	Cases	People	Regular	Emergency	Total
Housing	354	623	227,427.27	5,130.55	232,557.82
Temporary Housing (Shelter, etc.)	692	1050	242,532.43		242,532.43
Heating (all types)	1	9	312.90		312.90
Electricity Service (non-heating)	84	183	5,236.72	221.60	5,458.32
Propane Gas (non-heating)	14	24	276.84		276.84
Food	410	709	77,041.90	362.23	77,404.13
Prescriptions	219	339	54,226.32		54,226.32
Medical Services	1	1	0.00		0.00
Dental	0	0	0.00		0.00
Burials/Cremations	1	1	4,580.00		4,580.00
Diapers/Baby Supplies	56	215	3,287.09		3,287.09
Household & Personal Supplies	415	724	14,246.54		14,246.54
All Other Needs	238	251	5,657.25		5,657.25
Total General Assistance Expended this Period					640,539.64
***Minus Total Amount Reimbursed by clients/ Other Municipalities (100%)					-0.00

* Please enter the total amount you received from clients or other municipalities for which the Department has already reimbursed you. DO NOT include SSI reimbursements from the State of Maine.

Previous Month's YTD Expenditures: \$ 1,699,107.04 **Total GA claimed this reporting period:** \$ 640,539.64

Reimbursement requested @ 50%: \$ 283,188.98

Reimbursement requested @ 90%: \$ 66,745.51

Total Year to Date GA expended: \$ 2,339,646.68

State Threshold amount: \$ 2,265,485

(This figure was sent to you from DHHS. Your reimbursement rate is 50% until you reach your threshold amount after which, your reimbursement rate is 90%.)

The following information is requested for GA recipients who performed Workfare for the Municipality:

of Cases 154 **# of People** 154 **# of Hours Performed** 4297 **Dollar Value** \$ 32,227.50

I hereby certify that the amount claimed from the department of Health and Human Services is true and correct to the best of my knowledge and belief. Records to verify this claim are on file in the Municipal Office and will be retained for a period of not less than three years full fiscal years. Records will be available to any representative of the Department of Health and Human Services for audit purposes. I certify that I am not seeking reimbursement for Non-Citizens who are not qualified for General Assistance as defined by Federal law in 8 U.S.C § 1621.

Signature: Dawn Stiles Date: 1/2/2015
 Printed Name: Dawn Stiles Phone: 482-5148

Mail to: Department of Health and Human Services c/o General Assistance Office: 11 State House Station, 19 Union Street Augusta, Maine 04333
 Or E-mail to: GeneralAssistance.DHHS@Maine.gov

I hereby certify that the amount claimed from the department of Health and Human Services is true and correct to the best of my knowledge and belief. Records to verify this claim are on file in the Municipal Office and will be retained for a period of not less than three full fiscal years. Records will be available to any representative of the Department of Health and Human Services for audit purposes.

The City has asked all General Assistance applicants since June 17, 2014 to provide documentation of their citizenship or immigration status. As of August 26, 2014, the City's staff utilized the "Alien Status Flow Chart" provided by DHHS on August 26, 2014. The City's Staff has not been trained in immigration law and cannot state with certainty whether all persons covered by the DHHS guidance are in fact disqualified for benefits under 8 U.S.C. Section 1621. The City has based its certification solely upon its review of the information described in the Flow Chart. This certification is provided in good faith based upon that limited review.

Please note that the City's certification should not be treated as a waiver of (1) any claims or defenses that the City may have concerning the legality of the DHHS guidance document or the authority of the State to withhold reimbursement for General Assistance funds for any reason not set forth in State statute or duly adopted substantive regulations or (2) any claims that the City may have in the future for reimbursement for persons determined to be incorrectly disqualified for General Assistance benefits under the provisions of the Flow Chart.

Signed:

Dawn Stiles
Dawn Stiles, Health & Human Svcs Dept. Head

1/2/2015
Date

Dawn Stiles
Printed Name

482-5748
Phone

**STATE OF MAINE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
MONTHLY GENERAL ASSISTANCE REIMBURSEMENT REPORT**

Municipality Portland County Cumberland Reporting Period: Oct 2014
 Apps Processed: 1066 No. of Cases Paid for: 1251 No. of Persons: 2043

Breakdown:	Cases	People	Regular	Emergency	Total
Housing	714	1236	\$234,005.93	\$4,507.95	\$238,513.88
Temporary Housing (Shelter, etc.)	177	194		\$37,324.00	\$37,324.00
Heating (all types)					
Electric Service (non heating)	265	586	\$5,291.70	\$405.54	\$5,697.24
Propane Gas (non heating)	49	88	\$366.41		\$366.41
Food	840	1489	\$86,579.95	\$132.75	\$86,712.70
Prescriptions	437	694	\$57,417.28	\$23.28	\$57,440.56
Medical Services					
Dental					
Burials/Cremations	2	2	\$2,410.00		\$2,410.00
Diapers/Baby Supplies	90	345	\$3,320.24		\$3,320.24
Household/Personal	720	1274	\$15,926.92		\$15,926.92
All other needs					

THIS BOX FOR DHHS USE ONLY

\$ _____

Total Expenditures this Period: \$447,711.95

Minus Total Amount Reimbursed by Clients/Other Municipalities \$0.00

Total GA Claimed this report period: \$447,711.95

Reimbursement requested at 50% _____

Reimbursement requested at 90% _____

Total YTD Expenditures: \$1,698,780.56

State Threshold amount: \$ _____

as of 7/1 of current State fiscal year through end of this reporting period

Workfare Information:

No. of Cases 154 No. of People 154 Hours Performed 4277 Dollar Value \$32,232.00

I hereby certify that the amount claimed from the department of Health and Human Services is true and correct to the best of my knowledge and belief. Records to verify this claim are on file in the Municipal Office and will be retained for a period of not less than three years full fiscal years. Records will be available to any representative of the Department of Health and Human Services for audit purposes. I certify that I am not seeking reimbursement for Non-Citizens who are not qualified for General Assistance as defined by Federal law in 8 U.S.C § 1621.

Signature: _____ Date: _____

Preparer's Name _____ Phone: _____

DEPARTMENT OF HEALTH AND HUMAN SERVICES

UNDOCUMENTED

MONTHLY GENERAL ASSISTANCE REIMBURSEMENT REPORT

Municipality: Portland County: Cumberland Reporting Period: October, 2014During this reporting period we processed 516 applications. We paid for 516 cases which included 842 people.

Note: Total number of cases and persons in the household should be counted one time per category of assistance awarded. **IMPORTANT:** All statistical information should reflect the number of cases, persons, etc. for whom assistance was actually paid for during the reporting period, not what you have authorized during the reporting period.

Breakdown	Cases	People	Regular	Emergency	Total
Housing	376	650	205,423.62	1,853.20	207,276.82
Temporary Housing (Shelter, etc.)	18	39	5,637.10		5,637.10
Heating (all types)	0	0	0.00		0.00
Electricity Service (non-heating)	187	406	5,125.11		5,125.11
Propane Gas (non-heating)	36	66	797.26		797.26
Food	426	738	78,829.19	86.90	78,916.09
Prescriptions	98	153	17,185.05	48.54	17,233.59
Medical Services	0	0	0.00		0.00
Dental	0	0	0.00		0.00
Burials/Cremations	0	0	0.00		0.00
Diapers/Baby Supplies	41	155	1,402.59		1,402.59
Household & Personal Supplies	354	617	12,236.82		12,236.82
All Other Needs	9	19	129.90		129.90
Total General Assistance Expended this Period					328,755.28
***Minus Total Amount Reimbursed by clients/ Other Municipalities (100%)					--0.00

* Please enter the total amount you received from clients or other municipalities for which the Department has already reimbursed you. DO NOT include SSI reimbursements from the State of Maine.

Previous Month's YTD Expenditures: \$ 855,336.94 Total GA claimed this reporting period: \$ 328,755.28

Reimbursement requested @ 50%: \$ _____

Reimbursement requested @ 90%: \$ 295,879.75

Total Year to Date GA expended: \$ 1,184,092.22

State Threshold amount: \$ 2,265,485

(This figure was sent to you from DHHS. Your reimbursement rate is 50% until you reach your threshold amount after which, your reimbursement rate is 90%.)

The following information is requested for GA recipients who performed Workfare for the Municipality:

of Cases _____ # of People _____ # of Hours Performed _____ Dollar Value \$ _____

I hereby certify that the amount claimed from the department of Health and Human Services is true and correct to the best of my knowledge and belief. Records to verify this claim are on file in the Municipal Office and will be retained for a period of not less than three years full fiscal years. Records will be available to any representative of the Department of Health and Human Services for audit purposes. I certify that I am not seeking reimbursement for Non-Citizens who are not qualified for General Assistance as defined by Federal law in 8 U.S.C § 1621.

Signature: _____ Date: _____

Printed Name: _____ Phone: _____

Mail to: Department of Health and Human Services c/o General Assistance Office: 11 State House Station, 19 Union Street Augusta, Maine 04333

Or E-mail to: GeneralAssistance.DHHS@Maine.gov

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Signed:

Dawn Stiles
Dawn Stiles, Health & Human Svcs Dept. Head

1/2/2015
Date

Dawn Stiles
Printed Name

482-5148
Phone

**PUBLIC SAFETY, HEALTH & HUMAN SERVICES COMMITTEE
7 POINT PLAN TO END HOMELESSNESS**

UPDATE – DECEMBER, 2014

**GOAL #1
CASE MANAGEMENT**

Oxford Street Shelter

- 10 Housing Placements
- 571 Individuals Served
- 151% Shelter Occupancy
- 41 Veterans Served (483 bed nights)

Family Shelter

- 21 Housing Placements (64 individuals)
- 213 Individuals Served (67 families)
- 124% Shelter Occupancy
- 1 Veteran Served

**Occupancy is over for both shelters due to overflow facilities being utilized.*

**GOAL #3
INCREASED OUTREACH**

HOME Team

- 729 Encounters
- 196 Transports
- 66 Individuals Served

**GOAL #5
SPECIAL POPULATION
HOUSING**

United Way Feasibility of Medical Respite Program

- *Dan Coyne, United Way*

York County Shelter (YCS)

- 0 Placements

***Zoning has been changed on Bishop Street to accommodate the Housing First Program**

**GOAL #2
RAPID REHOUSING**

258 Chronically Homeless Single Adults in need of Permanent Housing

- 4 Placed in to Permanent Housing

TBRA

- 11 Households (22 Individuals) Assisted
- \$10,648 spent

Home To Stay

- 97 Active Clients
- 3 Subsidies Provided

**GOAL #4*
ZONING CONSTRAINTS**

Study/Assessment of commercial corridors R-6 & R-7

*Planning & Urban Development Department
Ann Machado, Zoning Specialist*

**GOAL #6*
HOUSING FIRST PROGRAM**

Update on \$50,000 RFP for Housing First Program

Avesta Housing Project

**GOAL #7
SECTION 8 HOUSING
VOUCHERS**

Section 8 Housing Vouchers made available by:

- Portland (40- primarily CLIP vouchers)
- Westbrook (unspecified amount)
- South Portland (2)

PUBLIC SAFETY, HEALTH & HUMAN SERVICES COMMITTEE 7 POINT PLAN TO END HOMELESSNESS

Descriptions

Clinical Intervention Program (CLIP) Vouchers

Clinical Intervention Program vouchers are Section 8 vouchers set aside by Portland Housing Authority for those considered most vulnerable and/or chronically homeless

Home To Stay

The Home to Stay Program assists homeless clients seeking permanent housing with education, services and support to meet their health, housing, and employment needs in order to overcome barriers to obtaining and maintaining housing. The goal is to help participants achieve permanent stable housing.

Homeless Outreach and Mobile Engagement (HOME) Team

The Homeless Outreach and Mobile Engagement (HOME) Team is a collaboration between the City of Portland, the Portland Downtown District and Milestone to provide outreach and community supports to those with chronic health, mental health and substance abuse issues living on the streets of Portland. HOME Team outreach workers proactively engage with individuals who may be exhibiting disruptive or unsafe behaviors. These interventions increase the safety of both the individual and the community by helping individuals relocate to a more appropriate location—the Milestone emergency shelter or other appropriate social services—while significantly reducing the need for city emergency services.

Housing First

Housing First is an approach to quickly and successfully connect individuals and families experiencing homelessness to permanent housing without preconditions and barriers to entry, such as sobriety, treatment or service participation requirements. Supportive services are offered to maximize housing stability and prevent returns to homelessness as opposed to addressing predetermined treatment goals prior to permanent housing entry.

Tenant-Based Rental Assistance (TBRA)

The Tenant Based Rental Assistance (TBRA) Program, funded by the Community Development Block Grant, has allowed the Social Services Division to implement programming in line with the Homeless Task Force Recommendations published on November 16th, 2012. These funds have been used to pay security deposits and short term rental assistance for individuals and families residing in homeless shelters.

Special Population Housing

Special Populations include individuals committed to sobriety; have physical disabilities; or other conditions requiring special attention.

York County Shelter Programs Inc.

The York County Shelter is a network of programs including mental health and substance abuse treatment, vocational training, and pathway to homeownership.

OXFORD STREET SHELTER FACT SHEET

Shelter Details

10,800 sq²
Shelter Space

154 Beds*
Nightly Shelter Capacity

108 **46**
Men Women

92 Beds
Overflow Capacity

75 **17**
Preble Street GA Waiting
Room Room

**Capacity changes nightly due to special accommodations for medical conditions and spikes in female client numbers*

Shelter Statistics

January 1 – December 31, 2014

2,248
Total Unduplicated Individuals

1,704 **544**
Men Women

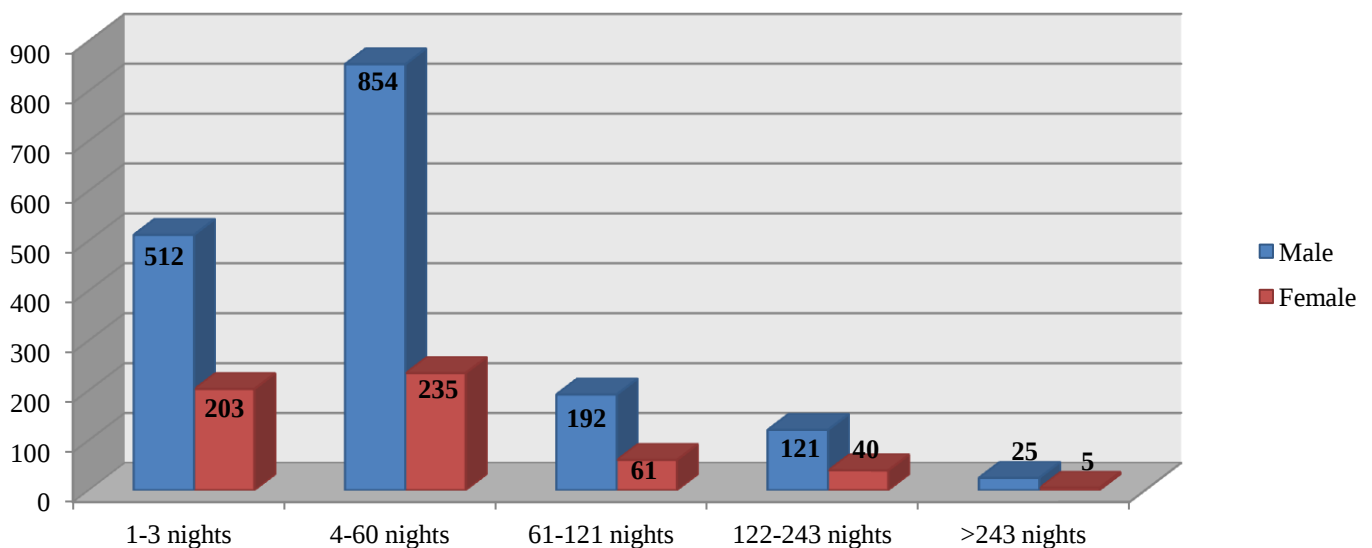
81,666
Total Bed Nights

63,017 **18,649**
Men Women

STAFF

Full-Time **26**
Part-Time **3**
On-Call **17**

Length of Stay



Long-Term Stayers are clients who have stayed at the shelter 180 consecutive nights, or 180 of the last 365 nights

Chronically Homeless are clients who stay 243 consecutive nights, or 243 of the last 365 nights

Health and Human Services Department
Social Services Division
Oxford Street Shelter and Overflows
Fiscal Year 2015

<u>Description</u>	Final Budget FY15
Personnel Services	\$1,641,517
Fringe Benefits FY15 rate of 27.6%	\$394,594
Operating Expenses	\$751,593
Total Expenditures	\$2,787,704

<u>Revenue - Sources</u>	
General Assistance Reimbursement - State Share Only	\$1,393,471
Maine State Housing Authority (State Grants) and other grants	\$376,438
Medicaid	\$284,500
City Funds	\$733,295
Total Revenues	\$2,787,704

<u>Expenditures - Description</u>	
* GA Reimbursable Salaries	\$1,265,079
Salaries covered by MSHA and Other Grants	\$376,438
Salaries covered by City Funds	\$0
Employee Benefits	\$394,594
XP Computer replacement (4)	\$6,000
* Rent	\$135,710
* Common Area Maintenance Fees	\$2,200
* Laundry	\$139,200
* Maintenance & Repairs	\$13,118
* Security - Police coverage shared by Family Shelter; Sec. Guards	\$124,186
* Utilities - Gas, Electricity & Water/Sewer	\$46,978
* Contractual (Fire alarm, bug elim., trash, confid. Destruc.	\$18,251
* Telephone	\$4,950
Direct Client Expenses - personal care items, etc.	\$18,250
Supplies - Office	\$16,000
Staff travel/training	\$5,000
Minor Equipment/Furniture	\$7,000
Other Supplies (towels, sheets, blankets)	\$20,000
Cell Phones	\$1,750
Contractual (Copier/Printing)	\$2,000
Maintenance & Repairs	\$50,000
Contractual: Preble Street	\$116,000
HOME Team	\$25,000
Total Expenditures	\$2,787,704

* Indicates General Assistance reimbursable



Public Safety, Health & Human Services Committee
January 13, 2015; 5:30pm
At
Room 209 at City Hall

2015 WORKPLAN ITEMS TO CONSIDER

- Broad based task force conversation – this was mentioned in a late 2014 meeting to have a discussion around staff time on a growing number of initiatives (example below)
 - Elder affairs - demographics, housing, hoarding
 - Healthcare
 - Minimum wage
 - Food
 - Substance abuse
 - Dusen mentioned seeing templates for entrance and exit strategies for the establishment of committees to include priorities and to show and end to staffing groups who've finished their intended work.
- Needles Improperly Discarded Update: call numbers and locations
- Noise Ordinance review
- Smoking ordinance – e-cigarettes/signage/consistent enforcement
- Barron Center Plan to Create a Plan on the Future – integrated city plan, the role of the city, Avesta, state, strategic plan on elderly population, funding and potential consultant
- City Council asked that PSHHS develop a tracking and reporting mechanism for CT notices issued by constables. Reason for CT notice issued should be included. This item added following 11.17.14 Council meeting.
- -Median Strip Construction- mentioned by Ed with a future conversation with Neighborhood Prosecutor and Mike Bobinsky
- -Habitat for Humanity- donate tax acquired property for housing projects, Doug used to sit on the tax acquired property committee

Various Scheduled Updates

- Police department update
- Public Health updates
- Fire Department updates
- Quarterly Update on the Mayor's Substance Abuse Sub-committee
- Communications System Replacement update