

## **FINAL FY 2019 FREEZING AND INCLEMENT WEATHER PLAN COMPONENTS**

**COUNTY:** Harford County, Maryland

**DATE COMPLETED** 10-2-18

**SUBMITTED BY:** Harford County Office of Community & Economic Development

**I. Weather Conditions** - *Describe the conditions that activate the Freezing and Inclement Weather Plan.*

The Harford County Freezing and Inclement Weather Plan go into effect when the outside temperature in Bel Air, Maryland reaches 32 degrees for 24 consecutive hours.

**II. Key Decision Makers:**

Name: Len Parrish  
Position: Director  
Department/Agency: Harford County Office of Community & Economic Development  
Address: 15 South Main Street  
Bel Air, MD 21014  
Telephone Number: 410-638-3045  
Email: [lrparrish@harfordcountymd.gov](mailto:lrparrish@harfordcountymd.gov)

**III. Agency Communication** - *Describe the procedure for informing key agencies about activating the Freezing and Inclement Weather Plan. Be certain that all providers of services to homeless people are aware of the plan, and how and when the plan is activated.*

The final Freezing Weather Plan was presented at the September Continuum of Care meeting (a consortium made up of local non-profit providers, faith based organizations and government agencies that provide homeless prevention services) and was emailed out to all of the participants of the Continuum of Care. When the plan has been activated, members of the Harford CoC and local law enforcement are immediately notified via email that the Harford County Freezing Weather Plan is in effect. A notice is placed on the Harford County Office of Community & Economic Development website and on the Harford County Government Facebook page. This same process is utilized when the freezing weather plan is deactivated.

The Harford County Office of Community & Economic Development will communicate daily with the Harford County Community Action Agency regarding the status of the plan for the duration of the event.

#### IV. Involvement of Key Departments and Agencies:

1. Name of Organization: Harford County Office of Community & Economic Development  
Address: 15 S. Main Street  
Bel Air, MD 21014  
Telephone Number: 410-638-3045  
Contact Person(s): Barbara Richardson & Renee L. Duzan  
Area of Responsibility: Communication within the Continuum of Care and to the members of the CoC concerning plan activation.
  
2. Name of Organization: Harford Community Action Agency, Inc. (HCAA)  
Address: 1321 B Woodbridge Station Way  
Edgewood, MD 21040  
Telephone Number: 443-456-3629  
Contact Person(s): Brian Wainwright, Director of Supportive Services  
[bwainwright@harfordcaa.org](mailto:bwainwright@harfordcaa.org)  
Telephone Number: 443-456-3629  
Area of Responsibility: Coordinated Access, screening for placement in all housing programs, including motels and cold weather shelter, outreach, case management and transportation.  
**Contact Person: Candice Coates, Homeless Services Coordinator – 443-456-3629**  
[ccoates@harfordcaa.org](mailto:ccoates@harfordcaa.org)  
Other services: Eviction prevention, utility assistance, food pantry, financial case management, GED program, and VITA (Volunteer Income Tax Assistance).  
410-612-9909 ext. 2206
  
3. Name of Organization: Harford County Sheriff's Office  
Address: 45 S. Main Street  
Bel Air, MD 21014  
Telephone Number: (443) 409-3552  
Contact Person(s): Shawn Dundon  
Area of Responsibility: Liaison between the Harford County Office of Community & Economic Development and local law officials, including municipalities.
  
4. Name of Organization: Office on Mental Health Core Service Agency  
Address: 125 N. Main St., Rear  
Bel Air, Maryland 21014  
Telephone Number: 410.803.8726  
Contact Person(s): Jessica Kraus, Executive Director  
Area of Responsibility: Communication with PATH provider and other mental health service organizations regarding plan activation.

5. Name of Organization: Hope for the Homeless Alliance  
 Address: NA  
 Telephone Number: 410-340-5436  
 Contact Person(s): Howard Magness  
 Area of Responsibility: Coordinator for the Rotating Winter Shelter

**V. Overflow Shelter(s):**

1. Name of Organization: Harford Community Action Agency, Inc.  
 Address: 1321 B Woodbridge Station Way  
 Edgewood, MD 21040  
 Telephone Number: 443-456-3629  
 Contact Person(s): Candice Coates, Homeless Prevention Coordinator

Number of people that can be housed: 30-50 people, individuals not suitable for rotating winter shelter and families with children

Description of amenities (e.g., access to showers, cots, meals, etc.): motel rooms with showers, microwaves, mini refrigerator in some.

2. Name of Organization: Hope for the Homeless Alliance Rotating Winter Shelter  
 Address: depends on the church host-site  
 Telephone Number: 410-340-5436 (Howard)  
 Contact Person(s): Howard Magness

Number of people that can be housed: 30-40 individual men & women only

Description of amenities (e.g., access to showers, cots, meals, etc.): cots, meals, toiletries, access to showers on-site or off-site depending on location, transportation to and from site.

**VI. Point of entry and transportation.** *(1) List the point of entry or referral necessary for someone to access the cold weather shelter. If no referral is needed please indicate that. (2) Describe the transportation options available to those experiencing homelessness, in need of the cold weather shelter.*

The point of entry for all in need of cold weather shelter is Harford Community Action Agency, the designated Coordinated Access point. Individuals and households are screened and assessed for placement in appropriate housing programs. Clients placed in emergency motel beds frequently transport themselves or are provided with bus vouchers available at Harford Community Action Agency, Inc. Transportation to the rotating shelter is being provided through a combination of volunteer drivers and the use of taxi services, if needed. The United Way, 211 helpline is available 24/7 for information and referral. In addition, middle of the night protocol has been discussed and developed with the county's various emergency personnel services.

- VII. Entry requirements and Security.** *(1) Describe any requirements for entry to the cold weather shelter such as breathalyzers, urinalysis or background checks. (2) If these are required please describe the reason why. (3) Describe the involvement of private security or police within the cold weather shelter:*

Breathalyzers and urinalysis are not required for entry into the cold weather shelter. Harford Community Action Agency, Inc. staff does screen all potential residents for obvious signs of harmful behaviors that may warrant emergency intervention prior to shelter placement. This reduces the risk of incidents occurring at the shelters that may in danger the individual or others. Criminal background checks are conducted for informational purposes only. At this time, there are plans to have private security in place at the rotating winter shelter run by the faith community.

- VIII. Outreach.** *(1) Describe efforts to locate and inform homeless people about the availability of cold weather shelter, particularly those living in encampments or abandoned buildings. (2) Include the agencies responsible for outreach:*

Harford Community Action Agency, Inc. is the primary outreach provider that goes to locations where people sleep outside or congregate during the day. With the assistance of the Office of Community & Economic Development, local law enforcement, Healthcare for the Homeless and the PATH provider, efforts will be made to go to known encampment locations to offer placement in cold weather shelters when the freezing weather plan has been activated. Other agencies that may be involved include Affiliated Santé Mobile Crisis and The Office on Mental Health, Core Service Agency.

- IX. Day Shelter.** *(1) Is the cold weather shelter open during the day or does it require people to leave during the daytime hours? (2) If weather conditions become too extreme, does the cold weather shelter location have the option and staff availability to stay open during the day? (3) If not, please indicate the plan for those staying in cold weather shelters that are unable to leave shelter during the day.*

Individuals and families placed in motels will be able to stay during the daytime hours. Individuals in the rotating winter shelter will be transported to a central location(s) during the day, Monday through Friday, and picked up at those same locations at 5pm to be transported back to the shelter. Individuals may stay at the overnight shelter location on Saturday and Sunday. Should weather conditions become too extreme, the rotating winter shelter location will have volunteers available to stay open during the day during the week.

- X. Role of Local Emergency Management Personnel.** *(1) Please indicate if your jurisdiction has a separate emergency management plan, not specific to those experiencing homelessness. (2) Also describe the role of local emergency management personnel in your local shelter process for the homeless.*

The Harford County Emergency Operations Plan outlines Harford County's response to an emergency or disaster, including protocol for mass sheltering. The Department of Emergency Services, along with our local and state partners, has multiple ways of getting emergency alerts and warnings to the public. When an emergency occurs, public safety officials may use the Emergency Alert System (EAS) to broadcast emergency public information via TV and radio. Public safety officials may also utilize the emergency notification system (phone callout system), NOAA Hazard Alert Radios, media releases, sirens, and/or route alerting. An alert and/or warning that is delivered by any of these methods will instruct the public to tune into radio to your **Local Emergency Alert System Stations** (WXCY 103.7 FM and WHFC 91.1 FM) or your television to **Harford Cable Network**. Activation/deactivation of the Freezing Weather Plan is communicated via email to the entire continuum and law enforcement and posted on the Harford County Office of Community & Economic Development website along with instructions for accessing shelter.

- XI. HMIS.** *(1) Do providers of cold weather shelter enter client data into HMIS? (2) If not please explain why.*

Client data for all individuals entering the motel or the rotating winter shelter is entered into the HMIS system by Harford Community Action Agency.

- XII. Plan Development and Evaluation.** *Describe the process used to develop the Freezing and Inclement weather plan. Also, indicate the agencies involved in the plan development:*

The Continuum of Care met to review the current plan and make recommendations for this year. A debrief of the prior year was held in the summer in order to prepare for this year's plan. Agencies involved in this included Harford County Office of Community & Economic Development, Harford Community Action Agency, Answered Prayers Ministry, and the Hope for the Homeless Alliance.

- XIII. Describe any gaps in services and how the Bureau of Homeless Services can provide assistance to your jurisdiction.**

- Lack of evening and weekend public transportation which can make accessing shelter services more challenging
- Lack of aggressive case management services for individuals without mental illness
- Insufficient permanent supportive housing
- Insufficient affordable housing
- Lack of 24 hour shelter services in county
- Insufficient daytime shelter service on weekends and holidays
- Lack of housing opportunities for individuals with legal history

This year our continuum has again identified the need for additional homeless/homelessness prevention dollars as a significant need in our community. The amount of funding this year remained the same as last year. Funds are used to provide homeless

prevention services and to provide emergency shelter and are insufficient to meet the increasing demand for services. In particular, our continuum is in need of case management funding to provide the necessary support to ensure that clients remain housed and work towards self-sufficiency.

## **ADDENDUM**

### **Standard Operating Procedure**

Homeless individuals and families are identified through agency and self-referral at the HCAA. The County's Homeless Prevention Coordinator screens all persons presenting as experiencing homelessness or a housing crisis to assess potential housing resources including relatives and friends. Once the Coordinator has determined that an individual or family has no other options, the coordinator seeks placement at one of Harford County's emergency shelters, including those activated for freezing weather.

### **Special Conditions for Individuals to receive emergency motel placement:**

- There is documentation of a medical condition that would place the individual or family at serious risk if placed in the public emergency shelter, the rotating winter shelter, or if there was no shelter placement available; or
- Motel placements during extreme weather emergencies will be made at the discretion of the Director of the Office of Community & Economic Development or his designee. Placements in motels will be made for the duration of the weather event only.

Four motels located on the public bus route along the Route 40 corridor in Harford County are used to place homeless individuals and families who meet the established criteria for placement.

The goal of the emergency off-site locations and the motel program is to initially stabilize the homeless individuals and families by providing emergency shelter and then to provide case management services to remove the barriers to a more permanent housing option. Support services will be offered to each individual and family placed in the emergency shelters during inclement weather.