



Rochesterians Engaging in Action with the Chronically Homeless

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Minutes January 7, 2019

Welcome and Introductions: Peter

Approve: December 17, 2018 Minutes and approve: January 7, 2019 Agenda: approved with additions to the agenda.

Reflection: Thank you, Susan, for lighting candles of hope for the new year

Next Meeting Reflection: Oscar

REACH Home 2018-19

- **REACH Home Mission statement**
 - After discussion at a meeting today the group decided our shelter home should have a mission statement to create clarity on the home's purpose
 - Draft statement reviewed and corrections were made
 - REACH Home Mission statement moved with changes, seconded and passed.
- **Financial:** David
 - As of Dec. 31, it has cost about \$16,000 to open and operate our shelter since August. We have about \$10,000 in the bank. It costs about \$3,000 a week to run the shelter with utilities. Peter signed the agreement with the county today so soon we will receive some support, but not enough to cover our full cost so fundraising is still necessary.

Manager's Report: Oscar

- Evelyn is out of town visiting ill family in Louisiana until Sunday, January 13
- Front door still needs work
- 34 clients in the house, we need to keep it at this number or lower, working to treat clients with respect, pulling guests into the office with second staff member (if available) to discuss problems, asking guests to sweep and clean rooms several times a week, several people have moved to their own places, encouraging guests to only have one box and one bag of personal items, after someone leaves holding their items for two days unless prior approval, we hold beds for 48 hours and stuff for another two days.
- **Staffing:** Dan
 - Lulu moving on to better things and has resigned, Oscar is our new assistant manager, 4 new people shadowing staff, refining procedures on petty cash, looking to hire another assistant manager,
 - Motion to pay Evelyn for this week off especially since her car was recently stolen
 - Deb: Motion to raise assistant manager's pay to \$350.00 and shift leaders from \$40 to \$45 a shift. Seconded and passed
 - Deb suggests volunteers covering dinner 2-3 hours, so managers are not tied up.
- **Social Work:** Andy
 - Chris, Alex, Michael and Andy will take over the job that Lulu was doing with DHS paperwork
 - Marcia has been transporting guests to DHS each morning, thank you!
 - Sarah will get Marcia and Jeanette a back-door key, and Evelyn a full set of keys
 - Oscar will coordinate a list for transporting guests with Marcia
 - Losing 172 Shelter Plus spots for supported housing due to HUD cuts

- Email Peter with a concise question for the mayor, she is coming to the HSN meeting next week.
- **Updated supply needs:** John (Highlighted items are needs)
 - **Bath Towel Supply: Low.** All other bedding is OK.
 - **Laundry detergent pods:** will run out soon
 - Coffee, cocoa, tea and breakfast cereal supply: OK
 - **Creamer and sugar supplies beginning to get lower,** not an emergency
 - Peanut butter supply adequate but getting lower, jelly is limited to grape jelly only
 - Dental, soaps, shampoo and sanitary care: well supplied
 - Toilet paper, paper towels, Kleenex: very good supply
 - Clothing rooms are in good shape, need clothing to move to productive use
 - There is a 2-part “ready-to-go” Welcome Wagon set involving a new clear plastic tote (kitchen items and starter foods) resting atop a banana carton containing a full set of bedding. It is marked with Evelyn’s and Andy’s names
 - I’ll try to prepare future sets of apartment items in the weeks ahead using similar plastic tote plus banana box combinations, **John could use some plastic plates and bowls.**
- **Plumbing:** Building: Dan
 - Ongoing maintenance, fire escapes being repaired, will work on front door and rekey, donated file cabinet needs work, locked closed.
- **Medical:** Connie,
 - Meds fully stocked, med students wonderfully organized and knowledgeable, guests referred by REACH staff, Connie is doing a foot washing today
 - Medical/dental van will start coming soon, Kiera is going to follow up to schedule a Tuesday, Wednesday or Thursday schedule
 - Narcon has been available and hasn’t been used, fortunately (staff have been trained in its use).

Announcements

- **Incorporation Update:** Peter
 - Papers sent back with mistake to correct
 - They will be refiled
- **Meet and Greet with Todd Baxter,** Police Chief, to discuss ways you can help people transition back into the community, January 15, 5:15-6:30, Peppa Pot Restaurant, 522 East Main, RSVP: Sue Porter, 585-325-7727.
- **Board Meeting with Causewave:** January 8, 2:00-3:30, homework needs to be done
- You all should have gotten the update on Heide
- Becky, former treasurer, says, “Hello,” she has had health issues and now has been diagnosed with a slow growing cancer that will require some treatment, but shouldn’t be too debilitating
- **Tiny Home site** on St. Paul, work will resume when weather breaks, cardboard has been stockpiled
 - Before we can pick up discussions with the city the following needs to happen; REACH incorporation, additional conversations with Pastor Santos, more fully developed plans from RIT
- **Ready to Go Welcome Wagon Boxes:** John is preparing starter kits for guests moving into apartments, 6 clear totes ready with kitchen items and a banana box with bedding supplies
- January newsletter items should be sent to Peter ASAP

Next Meeting: January 21, 2019, 1:00 – 2:30 pm, Dimitri House
 Agenda: