

## **FINAL FY 2021 FREEZING AND INCLEMENT WEATHER PLAN COMPONENTS**

**COUNTY:** Harford County, Maryland

**DATE COMPLETED** 12-15-2020

**SUBMITTED BY:** Harford Community Action Agency, MD-502 CoC Lead

**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 is presented at the Continuum of Care meetings (a consortium made up of local non-profit providers, faith based organizations and government agencies that provide homeless prevention services) and emailed out to all of the participants of the Continuum of Care. When the plan has been activated, members of the Harford County 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 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  
Area of Responsibility: Communication with the Continuum of Care and declaration of freezing weather plan.
  
2. Name of Organization: Harford Community Action Agency, Inc. (HCAA)  
Address: 1321 B Woodbridge Station Way  
Edgewood, MD 21040  
Telephone Number: 410-612-9909 Ext. 2202  
Contact Person(s): Brian Wainwright, Director of Supportive Services  
[bwainwright@harfordcaa.org](mailto:bwainwright@harfordcaa.org)  
Telephone Number: 410-612-9909 Supportive Services Program (SSP) Department.  
Area of Responsibility: Lead agency for the Continuum of Care, correspondence with members, Coordinated Access, screening for placement in all housing programs, including motels and cold weather shelter, outreach, case management and transportation.  
**Contact Person: Heather Clapper, Direct Services Coordinator at 410-612-9909 Ext. 2240** as well as **Damon Presberry Sr., Direct Services Specialist at 410-612-9909 Ext. 2232** Other services: Utility assistance, food pantry, eviction prevention, financial case management, and GED program through a partnership with Harford Community College through Community Case Management.
  
3. Name of Organization: Harford County Sheriff's Office  
Address: 1305 Pulaski Highway  
Edgewood, MD 21040  
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.  
  
Additional Contacts: Northern Precinct – Captain Brooks, 410-692-7880  
Southern Precinct – Captain Schleper, 410-612-1717
  
4. Name of Organization: Office on Mental Health Core Service Agency  
Address: 125 N. Main Street, 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 Emergency Winter Shelter
6. Name of Organization: Harford Crisis Center  
Address: 802 Baltimore Pike, Suite A  
Bel Air, MD 21014  
Telephone Number: 1-800-NEXT-STEP or  
410-874-0711  
Contact Person(s): NA  
Area of Responsibility: Behavioral health crisis center providing 24 hour, 7 day a week crisis care for mental health and addiction issues for adults and children.

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

1. Name of Organization: Harford Community Action Agency, Inc.  
Address: 1321 B Woodbridge Station Way  
Edgewood, MD 21040  
Telephone Number: 410-612-9909  
Contact Person(s): Contact Person: **Heather Clapper**, Direct Services Coordinator at 410-612-9909 Ext. 2240  
**Damon Presberry Sr.**, Direct Services Specialist at 410-612-9909 Ext. 2232.

Number of people that can be housed: 2 persons to a room, individuals not suitable for Emergency 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 Emergency 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: 20-40 individual adult 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. Intake packets for the Freezing Weather Plan Motel Vouchers will be available at the 1321 Woodbridge Station Way office location in Edgewood, Md. 21040. Once the packet has been completed, please place them into the locked box provided in the vestibule.

A member of the Supportive Services Program will review the completed requests for services **while the household waits** outside of the 1321 Woodbridge Station Way office location until added to the appropriate roster. Once added, each household will be provided a Freezing Weather Plan Motel Voucher after signing the Emergency Motel Agreement form to be provided a motel voucher at the Motel 6 located at 1709 Edgewood Road in Edgewood, MD 21040.

The same process will be implemented for the Emergency Winter Shelter in January 2021 and each household will be provided with an overview of the EWS.

The Epicenter in Edgewood will be providing bus vouchers for those in need of transportation services. 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 will be conducted for informational purposes only and will not be a barrier to shelter. This will be the third consecutive year that each temporary shelter location will have private security in place at the Emergency 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, 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 Shepard Pratt Mobile Crisis and The Klein Family Harford Crisis Center.

- 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 Emergency Winter Shelter may go to The Epicenter of Edgewood located at 1918 Pulaski Highway in Edgewood, Md. 21040 or The Epicenter of Aberdeen located at 21 Aberdeen Shopping Plaza in Aberdeen, Md. 21001 from 10am-2pm Monday-Friday.

Transportation will no longer be provided due to COVID-19 concerns.

- 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 Emergency 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, 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
- Lack of emergency shelter that will temporarily house unaccompanied youth under the ages of 17 years old.

This year our continuum has again identified the need for additional homeless/homelessness prevention dollars as a significant need in our community. In part, this need was satisfied through the distribution of CDBG-CV funding for motel/hotel placement. This, however, is a limited resource that is only in response to the COVID-19 pandemic and will not be available in future years. All 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**

Individuals and families experiencing homelessness are identified through agency and self-referral at the HCAA. HCAA's Direct Services 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:**

- All placements are going to hotel rooms this year, but some individuals may receive placement outside of the activation of the Freezing Weather Plan because of a documented medical condition; or
- Motel placements during extreme weather emergencies will be made at the discretion of the Director of Supportive Services Program with Harford Community Action Agency or his designee. Placements in motels will be made for the duration of the weather event only.

Motel 6 located at 1709 Edgewood Road in Edgewood, Md. 21040 will be the primary hotel partner that HCAA will be working with during these weather events. Additionally, there are four motels located on the public bus route along the Route 40 corridor in Harford County that will be used for overflow to place individuals and families who meet the established criteria for placement.

The Day's Inn of Aberdeen located at 783 West Bel Air Avenue in Aberdeen, MD 21001 will be the provider for the Emergency Winter Shelter.

The goal of the emergency off-site locations and the motel program is to initially stabilize individuals and families who are experiencing homelessness 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.