

## FY23 FREEZING AND INCLEMENT WEATHER PLAN COMPONENTS

|                 |  |
|-----------------|--|
| County:         | Harford County, Maryland                         |
| Date Completed: | 11 / 09 / 2022                                   |
| Submitted by:   | Harford Community Action Agency, MD-514 LHC 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:              | Barbara W. Richardson                                     |
| Position:          | Acting Director   |
| Department/Agency: | Harford County Office of Community & Economic Development |
| Address:           | 15 South Main Street, Bel Air, MD 21014                   |
| Telephone Number:  | 410-638-3045 Ext. 1362                                    |
| Email:             | bwrichardson@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.*

Final Freezing Weather Plan is presented at the Local Homeless Coalition (LHC) meetings (a consortium made up of local non-profit providers, faith-based organizations and government agencies that provide homeless prevention services) and emailed to all participants amongst the LHC. When the plan has been activated, members of the Harford County LHC 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

Email: bwainwright@harfordcaa.org

Contact Person(s): Brian Wainwright, Director of Supportive Services,

Telephone Number: 410-612-9909 Supportive Services Program (SSP) Department.

Area of Responsibility: Lead agency for the Local Homeless Coalition, correspondence with all members, Coordinated Entry point, screening for placement in all available programs including motels and cold weather shelter, Rapid Re-Housing Program services, access to transportation vouchers for the local Harford County Transit system.

Contact Person(s): Heather Clapper, Direct Services Coordinator at 410-612-9909 Ext. 2240  
Damon Presberry Sr., Direct Services Specialist at 410-612-9909 Ext. 2232

Other services: Utility assistance, food pantry access, eviction prevention, vocational resources and case management referrals.

3. Name of Organization: Harford County Sheriff's Office

Address: 1305 Pulaski Highway, Edgewood, MD 21040

Telephone Number: 410-303-8319

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 Royster, 410-692-7880

Southern Precinct – Captain Walter, 410-612-1717

Headquarters – Sergeant Sanchez, 410-638-2676 or 443-377-6143

Community Police are available at HQ.

4. Name of Organization: Office on Mental Health Core Service Agency  
Address: 2231 Conowingo Rd. Ste A, Bel Air MD 21015  
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: N/A  
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): N/A  
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): Heather Clapper, Direct Services Coordinator at 410-612-9909 Ext. 2240  
Damon Presberry Sr., Direct Services Specialist at 410-612-9909 Ext. 2232

Who will be assisted? Two adults to a room. The Emergency Winter Shelter (EWS) will provide this overflow option for families with children too and is based upon limited capacity. These households will need to adhere to the lodging guidelines associated to the hotel provider.

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: Days Inn, 783 W Bel Air Avenue Aberdeen, MD 21001  
Travelodge of Aberdeen, 820 West Bel Air Avenue Aberdeen, MD 21001  
Telephone Number: 410-340-5436 (Howard)  
Contact Person(s): Howard Magness

Number of people that can be housed: 14 individual adult men & women. Rooms available for families with children will depend upon household size which may limit the capacity for these specific households.

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 Entry 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-B Woodbridge Station Way office location in Edgewood, MD 21040. Once the packet has been completed, please place into the locked box provided in the vestibule. HCAA has also provided an online feature to apply for emergency services on <https://harfordcaa.org/>.

If a household has already completed an SSP application (within the last 365 days), then these households can visit the 1321-B Woodbridge Station Way Edgewood, MD 21040 office location and can contact the SSP Department staff directly from the phone located in the vestibule area. This will give households access to update their housing status, sign any paperwork needed to acquire motel vouchers under The Freezing Weather Plan. Once eligibility is confirmed, each household will be provided a Freezing Weather Plan Motel Voucher after signing the Emergency Motel Agreement form. The motel voucher will be for the Ramada Inn of Edgewood, located at 1700 Van Bibber Rd, Edgewood, MD 21040.

The same process will be implemented for the Emergency Winter Shelter in January 2022. Each household will be provided with an overview, referred into the EWS, and prompted to the Days Inn (783 W Bel Air Avenue Aberdeen, MD 21001) or the Travelodge of Aberdeen (820 West Bel Air Avenue Aberdeen, MD 21001) for check in.

The Epicenter in Edgewood (1918 Pulaski Highway in Edgewood, MD 21040) is open Monday – Friday, 10am to 3pm. The Epicenter of Aberdeen (21 Aberdeen Shopping Plaza in Aberdeen, MD 21001) is open Monday - Friday from 10am to 2pm and will be providing bus vouchers to access the Harford County Transit System.

The United Way of Central Maryland, 211 help line is available 24/7 for information and referrals. 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. There will be no on-site private security in place at the Emergency Winter Shelter and instead, will be supervised by volunteers from the faith-based 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 a provider that has a designated Street Outreach Coordinator frequently visiting locations where people are living in a place not meant for habitation. 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.*



Note: The day shelter hosted by New Hope Fellowship Church located at 2048 Watergate Court in Edgewood, Maryland 21040 will be closed for the winter due to COVID-19 protocol. Individuals and families placed in motels will NOT be able to visit this location during daytime hours. Transportation will no longer be provided due to COVID-19 concerns as well but Harford County Transit System passes can be obtained at the locations below.

Individuals and families placed in the Emergency Winter Shelter may go to The Epicenter of Edgewood (1918 Pulaski Highway in Edgewood, MD 21040) open Monday – Friday 10am to 3pm or The Epicenter of Aberdeen (21 Aberdeen Shopping Plaza in Aberdeen, MD 21001) open Monday - Friday from 10am to 2pm.

## **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 and CAP 60 databases by Harford Community Action Agency to meet grant parameters.

## **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:*

Now under the Maryland Balance Of State (BOS) with the Maryland Department of Housing and Community Development, HCAA participated in a Coordinated Entry and Point In Time (PIT) Committees to review each the freezing weather effort for each Local Homeless Coalition (LHC) under the BOS so that each approach is consistent. The Harford County LHC will meet to review the current plan and share amongst the LHC providers. A debrief of the prior year was held in the late summer and early fall months 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 AID YOUR JURISDICTION:**

---

- Lack of evening and weekend public transportation which can make accessing shelter services more challenging. Especially during the Freezing Weather Plan because local transit systems will not be in operation.
- The need of emergency shelter expansion to address the growing demand in the county.
- Limited emergency shelter beds for individuals and families with children.
- Lack of aggressive case management services for individuals with mental illness
- Insufficient permanent supportive housing for those with behavioral health challenges.
- Insufficient access to affordable housing in the county.
- Lack of 24-hour shelter services in county.
- No access to daytime shelter service as this resource will be closed this year.
- Barriers to 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, the Harford County LHC has again identified the need for additional homeless/homelessness prevention dollars as a significant need in our community. In part, this need was satisfied previously through the distribution of EHP, ESG-CV2 and CDBG-CV funding for motel/hotel placement as well as permanent housing assistance. This, however, was a limited resource that was 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 interventions but are insufficient to meet the increasing demand for these services. In particular, our continuum is in dire 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.

The Ramada Inn of Edgewood located at 1700 Van Bibber Rd, Edgewood, MD 21040, will be the primary hotel partner 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 Days Inn located at 783 W Bel Air Avenue Aberdeen, MD 21001, or The Travelodge of Aberdeen located at 820 West Bel Air Avenue Aberdeen, MD 21001, will be providers 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.