

CITY COUNCIL
CITY OF CAMBRIDGE

January 27, 1997

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1996

ORDERED: That in addition to sums previously appropriated by the City Council for the fiscal period 1996-97 the following sum is hereby appropriated in the General Fund of the City of Cambridge:

FUNCTION	DEPARTMENT OR PROGRAM	SALARY \$ WAGES	OTHER ORDINARY MAINTENANCE	TRAVEL & TRAINING	EXTRAORDINARY EXPENDITURES	APPROPRIATIONS
Human Reasurce Development	Human Services	\$28,635	\$16,158	\$414		\$45,207.00

BE IT FURTHER ORDERED: That the above acceptance and appropriation in the General Fund to be financed by estimated revenues drawn from the following sources:

FINANCING PLAN	REVENUE
free cash	\$45,207.00

In City Council January 27, 1997.
Adopted by a ye and nay vote:-
Yeas 9; Nays 0; Absent 0.
Attest:- D. Margaret Drury, City Clerk.

A true copy;

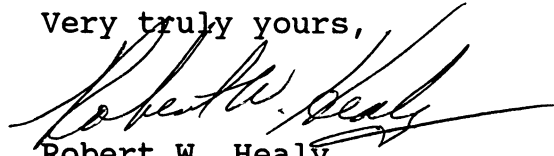
ATTEST:-

D. Margaret Drury
D. Margaret Drury
City Clerk

To meet the increased caseload, the Department would add one Housing Aide and two Housing Case Managers, to be divided between the Senior Center and the Multi-Service Center. All supervisory oversight and training of these positions would be provided by existing staff.

In addition to salaries, the appropriation includes funds for related support costs, such as office supplies and equipment, postage, telephones and client transportation. This funding covers operations from late February through June, 1997. We anticipate operating the initiative for a twelve-month period, and plan to include it in the FY98 budget. An additional resource would be an emergency fund available to households under guidelines to be developed shortly; I will present an appropriation for this fund in the near future.

Very truly yours,



Robert W. Healy
City Manager

RWH/dls



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EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

RICHARD C. ROSSI
Deputy City Manager

January 27, 1997

To the Honorable, the City Council:

I am hereby requesting the appropriation of \$45,207 into the General Fund of the Department of Human Service Programs Salary and Wages Account (\$28,635), Other Ordinary Maintenance Account (\$16,158) and Travel and Training Account (\$414) from free cash. This Appropriation will fund a case management program to serve the needs of former protected status households who are elderly, disabled or families. These funds will be used during the remainder of this fiscal year to hire staff and for operations.

The additional staff are necessary because the Department of Human Service Programs' MultiService Center staff cannot absorb the projected increased workload. The City-funded Elderly/Disabled Housing Specialist's caseload is high, including persons identified in the City's fall survey of elders losing protected status in December. Caseloads in Family Housing Search are not only extremely high, but by virtue of their funding by the Department of Transitional Assistance, access is primarily for welfare-referred clients.

Staff are currently formulating plans for personalized outreach to the 75 elders not reached by other means, to the 169 disabled and the 242 family (with children under 18) former protected status tenants on whom we have limited information, as well to the elderly tenants identified in the telephone survey as in need of services.

While each individual's or family's case presents different dimensions, an approach similar to the current Multi-Service Center protocol, would be used, including:

- * Intake and assessment
- * Negotiation with landlords, if appropriate
- * Review of income and subsidy availability
- * Exploration of housing options
- * Active housing search, which often includes assisting with the application process, accompanying individuals on their housing appointments, helping to coordinate moving arrangements
- * Follow-up stabilization services as needed.

Consent agenda #7

F-16

Relative to an order requesting the appropriation of \$45,207 to fund a case management program to serve the needs of former protected status households.

In City Council January 27, 1997

ORDER ADOPTED

9-0-0