**Local Management Committee**

**October 15, 2020**

**11:30 am**

**Virtual Meeting**

Welcome/Introductions of attendees

*Attendees: An’Dionne Smith, Anna Ramos, Jenn Putt, Rhiannon Giberson, Sara Wendler, Melissa Arslan +guest), Delsie Dyer*

Status updates from all

**How has your organization continued to provide services over the last several months?**

**What do you see as your biggest challenge and how can we support you?**

***CareerLink*** (An’Dionne Smith) – Overview of Virtual Services flyer. Attachments will be included. CareerLink is in a soft open phase for walk ups ONLY. There are only a few computers for folks to use for job search, limited UC services available. Started services in an off-site location currently at Brightside Opportunities Center and soon to be at Franklin Terrace as well.

Challenge: Getting everything virtually and getting information out to the community.

***HACC Keys Program*** (Melissa Arslan) – Still working remotely. Enrollment is down but not worrisome. Working on converting documents to be fillable and fine tune processes. Not really seeing an increase in referrals during this COVID time.

Challenge: Technology issues, not related to classes but the certain types of technology needed by students.

***EARN Program*** (Jenn Putt) – Adjustments to processes for EARN program to work virtually with clients. Working with a platform called CANVAS to communicate with clients. New guidelines being implemented, more emphasis on education than work first. Open position for Counselor position, but contracting out to provide this service to clients (meeting a need that we are hearing from our clients who are in crisis mode). Specialized workshops still happening and remote activities to keep folks engaged.

Challenge: Continued participation and engagement because of limited technology resources for clients. We are working on a process to loan out laptops. Increasing one on one appointments in person at CareerLink to get folks back engaged.

***CAO*** (Sara Wendler) – Still closed to the public. Continued struggles with getting the paperwork to be completed by clients because of technology issues. Interviews have been waived for SNAP applications, as long as applications are complete. TANF interviews will continue over the phone. Most staff are tele-working and still trying to adjust. Will send out a cheat sheet for all to review LIHEAP eligibility. Crisis will not open up till Nov. 2, prior to this postcards are being sent out with applications. Folks can always apply on COMPASS as well. Operation WARM for coats coming soon and instructions on how to get them.

Challenge: Being closed, unable to reach homeless population continues to be a concern, we really need help in getting any address to get information and cards out to people for services.

***CAP*** (Rhiannon Giberson) – Continue to work remotely with clients as well. In the beginning most of the work was mitigating crisis, and now working more intently with other organizations to meet the needs of customers. One program is with the rental assistance available through eviction prevention program, up to 6 months of rental assistance. Starting in November, opportunity for utilities help along with rental. Researching additional funding to support those in hotels, because funds dried up that was being used. Still supporting the TEEN program with supplies and services remotely and still accepting referrals. Master level intern hired to help with the sustainability plan for customers. Hired a resource liaison to do the outreach work with doubled up families and doing some workforce work as well. LIFT program for single moms (work 4 days and 1 day prof. dev.), right now only 1 person still continuing with the program. TOGETHER WE CAN program will start in January, taking the WE CAN DO IT program and LIFT and support single moms with educational goals over a 2 year period to get a higher wage job. Stipend to help with expenses over those 2 years. Taking a 2 generational approach, so working with kids on STEM activities and support the children’s education as well. Health Coordinator (hired 11/16/20) working with Lancaster Health Center to see ways to address barriers and root cause, and effects of COVID and address trends that we start to see.

Challenge: More referrals of single moms for the LIFT program, 5-6 openings and transportation support available. Also any referrals for the TOGETHER WE CAN project.

***WDB*** (Anna Ramos) – we applied for Cares Act funding to help anyone affected by COVID with supported services and training needs. Application will be attached.

***Food Hub*** (Delsie Dyer) – completely open, still accepting folks. Clothing bank is open for anyone to access, no referrals needed. Just come between 9:30-11:30 (mon. tues. thur and fri.)

Challenge: In terms of PA WorkWear, folks not showing up for the appointment. Referral must come from CAO or EARN/Work Ready program.

Future meetings and are we missing anyone?

An’Dionne and Anna will work on creating the list of folks and update names.

Meetings will be the 2nd Wednesday 9am-10am, of the following months: (January, April, July, October)