

FAMILY SELECTION COMMITTEE
February 15, 2016
Minutes

Present: Patricia Duggan, Patrick Morgan, Nina Wright, Joan Spilman, and new member Deb Snyder.

1. Ron Talboys –

Attended Family Support Meeting, so no report this month.

2. Committee update

a) There were 45 requests for applications in January (in 2015 there were 35).

b) Privacy forms need to be signed if you haven't already done so.

c) Initial Interview packet – when you are setting up the interview, please ask the applicant if they have all the necessary documents assembled (see cover letter for list).

Nina noted that the Landlord Verification form and the Employment Verification forms all now have release of information authorizations attached. The **new process** for obtaining these verifications will be that at the initial interview, the applicant will have to sign the release of information authorizations and the interviewers will have to return the forms to Nina by mail. Nina will mail them to landlords and employers. Families will not be accepted until verifications are received from landlords and employers.

d) Patricia discussed her ideas about involving the children of applicant families in the goal of obtaining homeownership. She suggested that a class could be created on something related to homeownership that children could get hours for attending. Also discussed existing policy regarding report cards and attendance. Patricia volunteered to create a one-page handout that would outline the ways a family can obtain hours. It was also suggested that perhaps the hours spreadsheet could add columns to record all the ways hours can be accumulated by a family.

e) Habitat Housing form: (Acceptance Interview packet) families will state number of bedrooms needed and preference for type of house, not neighborhood because at this point we do not have many different neighborhood options. Also, minimum incomes for various size houses will be included. At present, available houses are and will continue to be primarily on the East Side with only an occasional house on the West Side.

f) Iskandarhusin family – Patrick is new consultant. Contacted their worker; trying to get everyone together

g) Website to recommend for applicants with significant student loan issues: Consumer Financial Protection Bureau is the official site; search for Repay Student Debt

h) Angela Watson is the new AmeriCorps member in the Habitat office who has taken Meghan Martin's place. Please contact her with any questions about sweat equity hours. Her e-mail is awatson@habitatbuffalo.org.

i) Family Policies Committee continues to meet – Partner Family Agreement and Family Selection Policies documents are being revised currently.

j) Families who leave the program can donate their family hours which will then be counted as friend hours, with a maximum of 50 hours to a family. The hours will be given out on a matching basis. Family leaving the program needs to write a letter requesting that the family hours be donated.

k) Bailey Green development – partnerships list available; meeting for all families will be held in March to acquaint them with the opportunity. Habitat will be building four new houses in the area.

l) Volunteers needed for Buffalo Home Show – March 4-6 and March 11-12. There are four time slots each of those days; can call Sharon Danna at the office (204-0740) to sign up. You will receive 4 tickets for your time slot. Nina has more information if you are interested. Also flyers to distribute are available.

REMINDERS:

a) Keep notes about when you contact your families and let them know when you will contact them again

b) Janiene has requested that consultants notify her when the family has reached 150 hours. She will send the consultant a copy of her letter to the family. Mfuamba family (Patrick) reached 150 hours in January and will be assigned to Family Support; Culverhouse family (Flo) reached 150 hours in November and will be assigned to Family Support

c) Families should send report cards to Hours Coordinator c/o Habitat for Humanity/Buffalo, 1675 South Park Ave., Buffalo, NY 14220. Phone is 204-0740 ex. 106; e-mail is volunteer@habitatbuffalo.org. The monthly hours report will now include mandatory education classes and ReStore hours. Reminder: Once your family's ReStore hours gets close to the maximum of 50, please remind them that hours over 50 will not be counted. Also, only family members can work at the ReStore.

3. Initial interview assignments – None this month

4. Initial interview report

Comacho, Aracelis – Glynn not present to report

5. Acceptance interview reports

Nkiambi, Augustin and Bakebe, Blandine –Patrick returned the file

6. Sweat equity follow-ups (Hours report as of 2/12/16)

June –Holt, Makeda – Peg - reported in 4/14 that she was in middle of high risk pregnancy – please contact - is she still interested in being in program?

September –Rice, Afaiya – Betsy – no hours since June –Warning Letter sent 1/29/16; Thomas, Tawauna – Peg – does she still want to be on hold? Please contact;

November - Jacobs, Cassandra – Patricia – no hours since she was accepted in August – Warning Letter sent 2/5/16. Spoke with her today and recommends giving another month.

February – Abdi, Omar – Palmeri/Duggan – 3 months and no hours – Recommends Warning letter; Flax, Latrice – Betsy - 3 months and no hours – send Warning Letter (one was sent in

September, she worked a few hours – this is another Warning Letter); Lagu, Catherine – Flo - no hours since October – Warning Letter?

The next meeting is Monday, March 21, 2016 at 7PM at the Church.

Please RSVP to Nina if you will not be present.