FAMILY SELECTION TEAM Meeting
September 18, 2017
Minutes

Present: Betsy, Flo, Patricia, Barbara, Nina

No Corrections to the Minutes

Committee update

a) Pam Snyder and Deb Murphy notified Nina that they will no longer serve on the Family Selection Committee. This news generated a discussion among the members present about a range of procedural issues:

- Members discussed the possibility of joining the Selection Committee with the Family Support Committee. Most agreed that following a family from acceptance to move in would create a more meaningful and perhaps more streamlined experience for the families and the volunteers.
- Concern was expressed again at this meeting about the complexities of family income and the need to verify present job information either in person or over the phone, and not just rely on what the applicant puts in the application.
- There was also discussion about the advantages and disadvantages of meeting with the families in their residences. Committee members noted that there have been some surprising events at interviews that would have been avoided if the meeting had taken place at the office. However, there was strong support for the opportunity to meet with the family in their own space and there was also recognition of how hospitable families are when being interviewed.
- Committee members think that it is not realistic to ask family members to sign the New Partner Family Manual at the end of the acceptance interview. Members argued that the family could not possible absorb and understand everything in the manual after only two visits.

b) requests for 60 applications in August (in 2016 there were 64)

c)Application/interview process– pre- application and cover letter have been revised and application will now be in two parts: one part covers employment and finances and one part covers the rest of the family information; John and Nina will review financial information (credit review) on Part One of the application and then Part Two of the application will be given to consultant for the initial interview.
Initial interview still includes having applicant sign the authorizations to release information and filling out the necessary parts of the verification letters to the landlord and employer.
Be sure to obtain country of origin and other languages spoken at home in addition to English; that information is used when applying for grants.

d) Updated copies of the Partner Family Manual available; one correction – three mandatory classes and the HUD class for a total of four classes

e) Family updates:
Etienne, William and Montesino, Niurvis – (Pam/Deb) –copy of 2016 W-2 and 1040 still needed
Rivera, Shalita – documents received
Iang, Michell and Thang, Steven – reached 150 family hours and file turned over to Family Support; Patricia- please contact family and have them send in a copy of the 2016 W-2 – only document missing from the file

f) Reminder: Please keep in touch with your families on a regular basis to see how they are doing with their hours and if they have any questions

g) Update on family and construction progress
Family Selection -20 partner families working on their hours
Family Support -38 partner families over 150 family hours (a few families have income too low to qualify at this point for a house)

Construction – working on 7 houses – 6 new builds and 1 rehab; anticipating closing on 4 rehab acquisitions soon; planning on 6 new builds (4 ranch and 2 modular) in the spring

2.Initial interview assignments
Kassa, Million – would need to sign a waiver as she is separated--Flo

Initial interview reports
Tom, Abdulmajid and Ibrahim, Muhammed (son) – Flo. Family on hold until father and son each have 6 months of employment at their new jobs. Nina will write letter

Johnson, Danielle – Flo - still waiting for tax lien document. Nina will write letter

Maghett, Talicia – Jane - documentation for education loan repayment ($7500 due and payments will be $45/monthly) will be sent in August –

Ferguson, Taciana –- Nina – resubmitting application and investigating student loan repayment plan; landlord and employer verifications have not been sent;

Fakhrudin, Munaay—we are going ahead with her application. Once employer verification received she will be accepted.

3. Acceptance interview reports
Naing, Zaw – Betsy/Flo - wife (Cing Tu Ssuan Muang) is not named as co-applicant- Betsy; Accepted 9/12/17 – both verifications received. Interview scheduled

Boyd, Angela –Patricia/Janiene – employer verification received; Accepted 9/7/17. Interview scheduled

Bashirahishize, Renovat and Ntibatwenge, Scholastique – Deb/Pam- projected salary from two current jobs is sufficient (part time job started in December); wife has applied for green card; once she gets that she can be put on as co-applicant; credit report received; landlord and employment verifications received; Accepted 8/15/17. Barbara will be consultant.

4. Sweat equity follow-ups (Hours report as of 7/1/17)
August – Jones, Natalie – Betsy – Warning letter sent 9/1/17; Bunton, Tiara – Patricia – any ideas about how to proceed?

September – Beats, Kaitlyn – Betsy – three months no hours; Davis, Sasiya – Flo – three months no hours—send warning letter; Etienne, William – Pam/Deb – three months no hours- send Warning Letter and include request that 2016 W-2 and 1040 be sent to the Habitat Office; Thomas, Tawauna – Peg – three months no hours – send warning letter. What are families saying to you?

5. Calendar/New Business
9/30/17 Dedication – 12 pm – Kahsay family – 320 Florida St.

The next meeting will October 16, 2017, at 6 PM at the Church.

Two important observations from Millard Fuller, founder of Habitat for Humanity
"If you are not having problems with your partner families, you aren't choosing the right families."
"What the poor need is not charity but capital, not case workers but co-workers."