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## **2009 BUDGET BRIEFING NOTE**

### **Recommended Staffing for 129 Peter Street Shelter**

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#### **Issue/Background:**

On July 18<sup>th</sup>, 2007, the City purchased a property located at 129 Peter Street to replace the assessment, referral and shelter program for homeless individuals at 110 Edward Street, a site that is being redeveloped for use as affordable housing. 129 Peter Street will provide 40 co-ed adult shelter beds and the Assessment and Referral Centre - a Centre that provides respite for street involved people and helps the placement of homeless people into suitable shelter beds. Renovations are underway at the site and substantial completion of construction is scheduled for spring 2009.

This briefing note provides details on the staffing required as the program relocates to the new site.

#### **Comments:**

The 129 Peter Street Shelter will open in the spring of 2009, providing 40 shelter beds, respite for street involved individuals, shelter referrals and a case management service to assist people who are homeless to find and keep housing. This site replaces the Edward Street building, which was a temporary 80 bed shelter and access centre located at the Edward Street site. In 2005, 35.7 approved temporary positions were added to the base to support the operation of the shelter and assessment and referral centre operating out of 110 Edward Street.

In 2007 the program at 110 Edward Street was closed to allow for demolition of the site and conversion to affordable housing. The overnight Assessment and Referral portion of the program was relocated to a temporary shared site with onsite programming available evenings and overnight and phone and housing support service available during the day time hours. The shelter portion of the program was suspended pending the renovation of 129 Peter Street. This resulted in a reduction of 14.6 positions in 2007/08, with 21.1 positions remaining. With the re-opening of the full program some staff positions must be reinstated to ensure safe and effective program operation.

The program at 129 Peter Street will be open in spring 2009. The existing Assessment and Referral function will relocate from its temporary site and will return to a 24 hour on site and telephone service. The shelter program will re-open with 40 shelter beds.

The 2009 operating budget proposes an additional 10 positions with an impact of \$0.500 million net. These positions are required to provide appropriate building and food services, case management and oversight of the restored program at 129 Peter Street. While shelter bed numbers are lower at this site, the program will be providing higher levels of personal and housing support to clients. Staffing and services must be available 24/7 and certain staffing levels must be maintained for supervision and health and safety reasons even with lower bed numbers.

129 Peter Street FTE Classification	2009 Recommended Positions		
	Base Positions	New Positions	Total Positions
Administrative	2.00	-	2.00
Physical Facilities	1.67	4.00	5.67
Client Support, Supervision and Case Management	17.46	6.00	23.46
		-	
<b>Total</b>	<b>21.13</b>	<b>10.00</b>	<b>31.13</b>

#### **Additional Staffing in 2009 Recommended Operating Budget**

**Facility Maintenance and Food Service:** A total of 4.00 additional positions are required to maintain the building and provide food services including 2.00 additional positions full time heavy duty cleaner positions to maintain the new building in a clean and safe state and 2.0 dietary staff positions (cook and food service worker) to prepare meals and snacks for program clients.

**Client support, supervision and case management:** 6.0 additional Client Service Workers positions are required to assist with case management, provide supervision and oversight of the residents using the shelter, to perform intake functions and to provide support to the Assessment and Referral Centre. The experience of 110 Edward St. has demonstrated that clients using the 129 Peter Street program will present with multiple and complex needs and a greater staff presence will help with staff and client health and safety including workplace violence prevention.

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**Further information:** G.Morgan, Director Program Support, 397-4161

**Date:** February 5, 2009