



CITY OF SARATOGA SPRINGS

Mayor's Task Force on Homelessness
April 20, 2023, 6 pm
Third Floor Music Hall, City Hall

1. Welcome
2. Mayor Kim: Discussion on Public Comment Period
3. Mayor Kim: Location process
4. Public comment
5. Motion proposed by Stephen Towne
6. Resolution for Committee's approval

We the Committee advise that Saratoga Springs needs a 365 day, 24 hour low barrier shelter for all adults and young adults to be welcome "where they are" except for:

- Those who are disrupters to themselves, other guests, staff, physical shelter space, and property
 - Those with pets
 - Sex offenders
 - Those unable to self-care
 - Those resistant to our offer of case management assistant
 - Those failing to comply with the law
7. Email from Duane Vaughn, executive director of Shelters of Saratoga, on Code Blue (attachment)
 8. Tabled from last meeting: Lindsey & Maggie's conversation with shelter director
 9. Next meeting: April 27 at 6 pm
 10. Adjourn

Tom Roohan

From: Duane Vaughn <executivedirector@sheltersofsaratoga.org>
Sent: Thursday, April 13, 2023 10:48 AM
To: Tom Roohan
Cc: Christine McKenna; Stephanie Romeo
Subject: Duane with Code Blue information

Tom,

As you requested, our planning starts for the next year's Code Blue the day we close this year. We already have meetings set up with Saratoga County leadership and the Dept of Social Services. We believe we have a location that will be visited by us and the county the week of April 24th. We started creating a staffing and safety plan and even began the budget process. Typically, we have to have a budget in front of the county by mid summer at the latest. That budget must have preliminary acceptance by the county and then is forwarded to NYS OTDA for approval. After state approval the budget returns to the county for final approval. We begin the hiring process, meal planning and supply acquisition in August. Typically we have to be prepared to open at the first sign of 32 degree temperatures which can happen in September. Luckily for us, those temps did not hit us until November 1st in 2022.

Staffing is needed for 3 persons during the evenings, 2 overnight and additional staff for call offs, sick days and days we stay open 24 hrs. Typically, 15-20 staff are needed. Meals are not required in Code Blue but we have always done them. This is arranging 60 plus meals a day for approximately 155 days through the Code Blue season.

In closing, Code Blue and low barrier shelter is extremely complex and takes an immense amount of planning. The above comments are leaving out so many different aspects of low barrier shelter. Cleaning the facility, laundering blankets, steam cleaning cots, garbage removal , utilities, plumbers and planning for outbreaks of Covid, bed bugs and lice.

I hope this helps. I expect numbers this coming year in terms of Code Blue guests in the 70 range. Please contact me if you have additional questions.



Duane J. Vaughn
Executive Director
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