

ICA Lunch and Learn:

Data Retention and Immigration

St. Stephen's Human Services

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MISSION

Ending Homelessness

GOALS

Service – Housing – Advocacy – Agency

VALUES

Equity – Dignity – Integrity

Self-Determination – Mutual Responsibility

Programs to assist families and singles experiencing homelessness or at risk of experiencing homelessness include:

- PREVENTION
- STREET OUTREACH & LIBRARY OUTREACH
- SHELTER
- HOUSING
 - Rapid Rehousing
 - Transitional Housing
 - Rental Assistance Subsidies
 - GRH
- SUPPORTIVE SERVICES FOR VETERAN FAMILIES (SSVF)
- COMMUNITY ENGAGEMENT
 - zAmya Theater
 - A Day in the Life
- ADDITIONAL SERVICES
 - Early Childhood Specialist
 - Licensed Alcohol and Drug Counselor
 - Rep Payee
 - Birth Certificates
 - Handbook of the Streets



Handbook of the Streets

Minneapolis

**2017-2018
18th Edition**

**A Resource Guide for
People in Need**

- FY 2016 (July 1, 2015 – June 30, 2016)
 - Served a total of **2,427 households** in which there were **4,241 total participants**
 - Of the 2,427 households served,
 - **1,694** were served by **Single Adult programs**
 - **743** were served by **Families programs**
 - Of the total participants, **1,622 were children** (under age 18)
- Diverse barriers and backgrounds including
 - young, at-risk parents
 - evictions
 - people in shelters or on the streets
 - people with addictions and mental illness
 - homeless Native American women and children
 - homeless veterans
 - singles experiencing long-term homelessness who are frequent users of detox, shelter, and jail.
- By competently serving these populations using best practices and culturally responsive approaches, we address **health, education, income, and housing disparities**.

HOW ARE WE PROTECTING:

- CLIENT DATA?
- CLIENT PERSONAL SAFETY?

PROTECTING CLIENT DATA

- Internal Data Reporting Systems
 - ClientTrack
- External Data Reporting Systems
 - HMIS
 - Wilder
 - Some foundation data bases
- Client Files
 - Paper files with supporting documentation

PROTECTING CLIENT DATA

- Only indicate documentation status if required by funder
 - Our families programs do not have a requirement to report immigration status on intake or supplemental forms.
 - Shelter and Street Outreach are required to ask immigration status as part of Singles Coordinated Entry assessments.
 - Supplemental assessments for Singles Coordinated Entry lists documentation status as an option for barriers to housing.
- Use discretion in case notes
 - Remember that case notes can be subpoenaed!
- Keep client data secure
 - All systems password protected with unique user IDs
 - Paper files are kept locked
 - Invest in IT support

HOW ARE WE PROTECTING:

- CLIENT DATA?
- **CLIENT PERSONAL SAFETY?**

FOUR THINGS YOU CAN DO TO PREPARE FOR IMMIGRATION ENFORCEMENT

1. Know what to do if ICE is at your door
2. Review your program's policies and procedures
3. Help program participants access legal assistance
4. Help clients create safety plans

1. KNOW WHAT TO DO IF ICE IS AT YOUR DOOR

Know your rights!

- MAIN OFFICE
- SHELTER
- KATERI RESIDENCE
- AT HOME & IN THE COMMUNITY

★ KNOW ★
— YOUR —
RIGHTS

ending homelessness

st. stephen's HUMAN SERVICES

1. KNOW WHAT TO DO IF ICE IS AT YOUR DOOR

Know your rights!

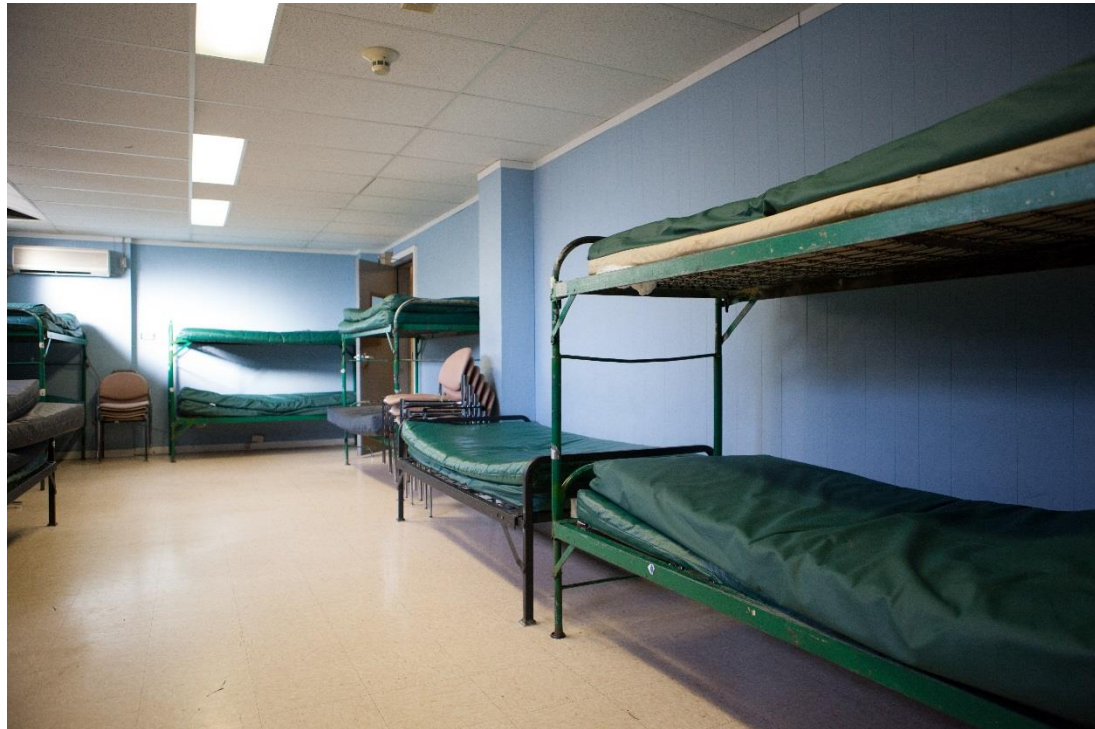
- Main Office



1. KNOW WHAT TO DO IF ICE IS AT YOUR DOOR

Know your rights!

- Shelter



1. KNOW WHAT TO DO IF ICE IS AT YOUR DOOR

Know your rights!

- Kateri Residence



1. KNOW WHAT TO DO IF ICE IS AT YOUR DOOR

Know your rights!

- At home & in the community

2. REVIEW YOUR PROGRAM'S POLICIES AND PROCEDURES

Ensure clients are able to safely access housing services without fear of detention

- PROGRAMS
- DATA COLLECTION
- FACILITY ACCESS

3. HELP PROGRAM PARTICIPANTS ACCESS LEGAL ASSISTANCE

Increase access to legal assistance

- RESOURCES
- LANGUAGE BARRIERS



IMMIGRANT
LAW CENTER
— of MINNESOTA —



*Supporting families and strengthening
communities for more than 20 years*

4. HELP CLIENTS CREATE SAFETY PLANS

Establish actions clients can take to prepare a clear plan in case of emergency

- CASE MANAGEMENT



Family Safety Planning Toolkit

Materials in This Toolkit

An important part of creating your family safety plan is gathering important information. This toolkit provides a starting point for you to identify what information you will need in case of an emergency. It contains helpful legal forms you may consider preparing ahead.

- **Family Safety Planning Worksheet**

This worksheet helps identify important documents, contacts and resources.

HOW CAN WE BETTER PROTECT AND SERVE CLIENTS AS A COMMUNITY?

- COMMUNICATION
- PARTNERSHIPS
- ACKNOWLEDGE WE MAY NOT BE EXPERTS, BUT WE DO HAVE ACCESS TO RESOURCES AND INFORMATION

RESOURCES

- Forms, Guides, Posters and Information
 - <http://www.endhomelessness.org/blog/entry/homelessness-and-immigration-enforcement#.WSNn62jyuUk>
 - <https://www.aclu.org/know-your-rights/what-do-if-immigration-agents-ice-are-your-door>
 - <https://www.immigrantdefenseproject.org/wp-content/uploads/2016/11/3.-Action-Plan-2-Pager-FINAL-11.9.15-eng.pdf>
 - <https://www.immdefense.org/ice-home-and-community-arrests/> (posters available in several languages)
 - https://www.usich.gov/resources/uploads/asset_library/Engaging_Legal_Services.pdf
 - <http://www.groundswell-mvmt.org/sanctuary-101-how-churches-and-synagogues-are-stopping-deportations/>
- Local
 - <https://www.ilcm.org/>
 - <https://www.immigrationadvocates.org/nonprofit/legaldirectory/search?state=MN>
- National
 - <https://www.nilc.org/>
 - <https://www.ilrc.org/>
 - <https://www.aclu.org/issues/immigrants-rights>
 - <http://www.aila.org/>
 - <https://www.immigrantdefenseproject.org/>

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VIDEO

- [Know Your Rights](#)

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