

Communiqué

Issue
2018-5

March 28, 2018

The Requirements, Recommendations and Guidelines in this Communiqué are applicable to the social housing providers administered by the City of Hamilton.

✓	Providers Under <i>Housing Services Act, 2011</i>
✓	Providers Under a Federal Operating Agreement
✓	For Information Purposes Only

SUBJECT:

Access to Housing - This is an update to Communiqué 2018-3 (February 16, 2018).

BACKGROUND:

Effective April 3, 2018, Access to Housing will be administered directly by the Housing Access & Supports Unit of the Housing Services Division.

1. Contact Information:

Location: 350 King St E, Suite 110 (First Place).

Hours: 8:30 a.m. to 4:30 p.m.

Phone: 905.546.2424 ext. **3708**

Fax: 905.546.2809

Email: ath@hamilton.ca

2. Process & Policy Changes:

- Please refer to Communiqué 2018-1 regarding updated forms and policies and be sure to incorporate these changes effective April 3, 2018.
- All other policies and processes will remain the same until further notice.
- Providers can continue to access the database in the same manner until further notice.

3. Staffing Changes

Three Housing Access Clerks will be trained and ready for April 3, 2018:

- Leann Bird
- Cindy Leverton
- Brenna Sekerak

We will provide a further update following the completion of the recruitment process for the Supervisor of Housing Access and Supports and the Housing Support Worker.

We thank DMS for its service and commitment to the social housing system. A special thanks to Julia, Tina, Kathy and Nicole for their knowledge, hard work and compassion.