

MAINE DEPARTMENT OF HEALTH AND HUMAN SERVICES  
GENERAL ASSISTANCE  
EXIT CONFERENCE/REVIEW FINDINGS

# 3

County of Waldo

Municipality of Belfast

Administrator Pamela Chase Auditor Ellen D. Moore Number of Cases 11

Notice yes Ordinance 7-15-14 2013 Law yes Period Reviewed 2015-2016

The municipality of Belfast is not in compliance with DHHS policy and state statutes. The following issues were found:

Applications are incomplete, including but not limited to: Social Security numbers and dates of birth are not being listed for household members; relative information is missing; employment information missing; budgets not completed, including deficit and unmet need.

Assistance was issued when applicant was disqualified for a job quit. *Barddeleben*

Vouchers were given for phone cards. *- Poverty fund*

Assistance was given in excess of deficit and unmet need on many occasions. *- considered emergency when not actually an emergency*

Electrical security deposits were paid. *- Poverty fund*

Conditions of eligibility were not met or not assigned in many instances. *- completed job searches, verify have applied for: TANF, SNAP, Sub housing, LIHEAP*

Client evicted from permanent housing for behavior issues was given a voucher for temporary housing. *B Ellis*

HH/personal items were issued as an emergency.

Children were counted as household members when they were only present on the weekend. *- partial or not verified by DHHS - ex: Rushlow*

Misspent monies were not used as a resource. *- need to calculate specifically from receipts.*

Extra food was issued because the household had family visiting. *- Scheider*

Motel was issued as an emergency "when an a bed was available". Used two weeks later. *- couch surfing, not an emergency*

Field Examiner *Ellen D. Moore* GA Administrator/Authorized Representative *Pamela Chase*

Date *4/6/16*

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Your signature does not signify agreement with the review findings, but only serves to indicate that the review findings have been discussed with you. You have 10 days from the date of the exit conference to submit written comments to the Department prior to a final determination of non-compliance. Department of Health and Human Services, Office of Integrated Access and Support, State House Station # 11, 19 Union Street, Augusta, ME 04333