	Whole HOPWA Eligibility Intake Video Transcription
Steve Ellis:	Well, hi there. Is that is that you, Samantha?
Samantha Treadwell:	Yes, it is. How are you?
Steve Ellis:	I'm good. How are you?
Samantha Treadwell:	I'm good, thanks.
Steve Ellis:	Good, thank you for taking some time today. I know you had reached out to our agency with some questions.
Samantha Treadwell:	Right.
Steve Ellis:	But before we get into any of that, there's just some information that I want to go over as part of our checklist. So if you can give me a few minutes to go over some of our privacy, some of those details would be much appreciated.
Samantha Treadwell:	Okay great. It sounds good.
Steve Ellis:	Great. Just so you know, you probably can't see what I am displaying, but this meeting is locked so no one else can join.
Samantha Treadwell:	Okay, great.
Steve Ellis:	Both, right –
Steve Ellis: Samantha Treadwell:	
Samantha Treadwell:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you.
Samantha Treadwell: Steve Ellis:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you.
Samantha Treadwell: Steve Ellis: Samantha Treadwell:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you. Okay. As far as I know from my agency, I'll be the only person on the call. Do you -?
Samantha Treadwell: Steve Ellis: Samantha Treadwell: Steve Ellis:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you. Okay. As far as I know from my agency, I'll be the only person on the call. Do you -?
Samantha Treadwell: Steve Ellis: Samantha Treadwell: Steve Ellis: Samantha Treadwell: Steve Ellis:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you. Okay. As far as I know from my agency, I'll be the only person on the call. Do you -? Okay. - Expect anyone else in your household to be there? Is there anyone who
Samantha Treadwell: Steve Ellis: Samantha Treadwell: Steve Ellis: Samantha Treadwell: Steve Ellis:	Great. - So if for some reason you do need someone else to join, just let me know, and I can send them the information, Otherwise, the information I send is just for you. Okay. As far as I know from my agency, I'll be the only person on the call. Do you -? Okay. - Expect anyone else in your household to be there? Is there anyone who might be able to hear any of our conversation? Or is it just you? No. No, not at all. I actually, when you called, and in advance of scheduling this meeting, I made sure to set it up at a time where I knew nobody would be

Steve Ellis:So I did want to confirm that my name is Steve Ellis. I'm with Port Landing.
So if I understand correctly, you reached out to our agency because you were
looking for some rental assistance –

Samantha Treadwell: Yes.

Steve Ellis: – For you and your household.

Samantha Treadwell: Exactly, yep.

Steve Ellis: Great. So just for purposes to make sure that this is the correct person who requested information from the agency, can you confirm your name and date of birth?

Samantha Treadwell: Sure. My name is Samantha Treadwell. And my date of birth is March 1, 1970.

Steve Ellis:Excellent, well, great. It does sound like we are speaking to the right person
on each side of this. So that's good to know. The last thing before we jump
into it, there's going to be some follow-up that we're going to need to do.

Samantha Treadwell: Okay.

Steve Ellis: But there's documentation and some other things. So I'm just going to ask for some verbal agreements, whether or not you agree or disagree. And what I'll do is I'm going to send all of this in writing to you.

Samantha Treadwell: Okay.

Steve Ellis: If you agree to that for you to sign.

Samantha Treadwell: So I'm not looking for the information?

Steve Ellis: Yeah as part of that, correct.

Samantha Treadwell: Alright, okay, yeah.

Steve Ellis: So....

Samantha Treadwell: Great.

Steve Ellis: So first, I just wanted to make sure, do you agree to this virtual session that we are having?

Samantha Treadwell: Yes.

Steve Ellis: Excellent.

Samantha Treadwell:	I agree.
Steve Ellis:	As for follow-up, is it alright to follow up via telephone?
Samantha Treadwell:	Yes.
Steve Ellis:	Great. I have your phone number from the information you submitted to the agency.
Samantha Treadwell:	Great.
Steve Ellis:	What about via e-mail?
Samantha Treadwell:	Yes that's fine.
Steve Ellis:	Great. What I will also do when we are finished is I will e-mail the e-mail address that you've submitted. That way you will have the confidential e-mail address that comes directly to me.
Samantha Treadwell:	Great.
Steve Ellis:	Instead of e-mailing the agency as a whole.
Samantha Treadwell:	Great.
Steve Ellis:	And as I said, I'm gonna put all of that in writing, I'm going to mail it to you for the address that you submitted. And so if you could just sign that and get that back so we have that in your file? That would be great.
Samantha Treadwell:	And when you send mail to me, it has, like, it doesn't identify any services, or $-?$
Steve Ellis:	No. The return will just say Port Landing, right?
Samantha Treadwell:	Okay.
Steve Ellis:	So, offer a number of resources –
Samantha Treadwell:	Great.
Steve Ellis:	– We use a P.O. Box. So that way, right, anyone who happens to grab your mail or the mailman can't see anything besides –
Samantha Treadwell:	Great.
Steve Ellis:	– Who it is.
Samantha Treadwell:	Cool.

	Whole HOPWA Eligibility Intake Video Transcription
Steve Ellis:	Yeah so when you get that, just so if I don't forget; if you get that, and have any questions, go ahead, and give the agency a call. Otherwise, if you can just sign it, and return it, so we can move forward.
	Alright so, it sounds like from the information you submitted, you are interested in some rental assistance. Correct?
Samantha Treadwell:	Yeah I am.
Steve Ellis:	Great. Tell me a little bit about you, and your family, and what's going on?
Samantha Treadwell:	Well, I am working, but recently, my hours were reduced. So I'm happy that I'm continuing working during the current pandemic. And I'm hoping to remain in my current unit, which is a two-bedroom unit.
	I'm not sure if you have any rent limitations, but I'm sure we'll get into that. So like I said, my hours have been reduced. And I thought that I would apply for some rental assistance, and give you guys a call, and see if I'm eligible and if I qualify.
Steve Ellis:	Great.
Samantha Treadwell:	I may want some additional case management just because a lot of things are going on with COVID. And I'm sure there are additional resources out there that I might be eligible for. So I think having a little bit of assistance in navigating that would be really helpful.
Steve Ellis:	Well, of course, so what part of today's call is going to be is just to make sure you qualify for any of the activities that we offer.
Samantha Treadwell:	Okay.
Steve Ellis:	And if you do qualify, I do the rental assistance.
Samantha Treadwell:	Okay.
Steve Ellis:	So I'll follow-up with you directly with that. And assuming you do qualify, I'll go ahead and pass your information on to our case management supervisor.
Samantha Treadwell:	Great, yeah.
Steve Ellis:	Who will arrange another intake for you so that they can get you started on their services. But we can definitely do all of that in-house, which will be super easier for you because you won't need to do a whole, another $-$
Samantha Treadwell:	Yeah.
Steve Ellis:	– Eligibility conversation. Page ⁴ of 19

Samantha Treadwell:	Right.
Steve Ellis:	Right, because we'll approve that for all of it.
Samantha Treadwell:	Right, and do our current releases, what we did verbally, cover that, too?
Steve Ellis:	All of the things that we just initially covered will.
Samantha Treadwell:	Okay, great.
Steve Ellis:	Now, there might be some information later on that will split, right. So for example, assuming you qualify, maybe you just want the TBRA program, the rental assistance program to speak with your landlord, maybe not your case manager.
Samantha Treadwell:	Okay.
Steve Ellis:	So we can really fine-tune those. But yes, since everything I just went over is for the agency as a whole –
Samantha Treadwell:	Okay, great.
Steve Ellis:	– You should be set.
Samantha Treadwell:	Okay.
Steve Ellis:	So you mentioned you have a two-bedroom, is it just you -?
Samantha Treadwell:	Yeah.
Steve Ellis:	- Living there, or do you have any other additional family members?
Samantha Treadwell:	No I have two young children, both girls.
Steve Ellis:	Right.
Samantha Treadwell:	And they actually prefer to share a room and they're pretty close in age. They're only, like, two years apart.
Steve Ellis:	If you don't mind me asking, how old?
Samantha Treadwell:	They are eight and 11.
Steve Ellis:	Great.
Samantha Treadwell:	I had to do the math real quick.
Steve Ellis:	No problem, I'm sure with everything going on. Page ⁵ of 19

Samantha Treadwell:	[Inaudible] She's 11, right. Yeah. She was born. It all goes by so fast.
Steve Ellis:	Alright, so it's just you, and your two children, ages 11, and eight?
Samantha Treadwell:	Correct.
Steve Ellis:	Great, so there are two basic eligibility criteria for our program, Samantha -
Samantha Treadwell:	Yes.
Steve Ellis:	– One of which is HIV. So as you know from one of the many programs, we offer it, and from some of the information you submitted, I do need to prove that you or one of your two daughters has an HIV diagnosis.
Samantha Treadwell:	Okay and that would be me. They do not.
Steve Ellis:	Right.
Samantha Treadwell:	And do you need, like, certain types of verifications or will we get into that?
Steve Ellis:	Yeah, we can get into that right now.
Samantha Treadwell:	Okay.
Steve Ellis:	Yeah. So one of the things to prove that is I just need to have something in a file to be able to prove that you have HIV.
Samantha Treadwell:	Okay.
Steve Ellis:	One of the, whatever I have in the file, it needs to be fairly obvious that you have been diagnosed with HIV so that anyone who comes in can read that file and understand that you are eligible.
Samantha Treadwell:	Okay.
Steve Ellis:	So what I want to go through is a few options that maybe we can prove your eligibility now.
Samantha Treadwell:	Okay.
Steve Ellis:	And if not, then we can talk about some next steps to go ahead and move forward while we track down documentation.
Samantha Treadwell:	Okay, sure.
Steve Ellis:	So while I have you on the call, some of the options could be $-I$ don't know if you have access to any electronic records, but potentially, we can screen share.

Samantha Treadwell: Okay.

Steve Ellis:	And I could take a screenshot and print that out. If that's an option that you take, I'll make sure to delete the screen share. Because once I have it in my file, I no longer need the electronic version.
	We can also do a screenshot if you have any paper around. Maybe you have your diagnosis, or HIV labs, or something that you can show. Other than that, we can do a verbal release of information and I can contact your infectious disease doctor.
	You can send something through the mail, whatever you're most comfortable with. It is your information, so I want to make sure you choose something that you're okay with.
Samantha Treadwell:	Okay, alright. Well, I'm easy. I have some papers here. I am just collecting a bunch of information. Right here, I have lab results. Is that something that would work? I'm not sure, I could mail it. Or do you want to $-?$
Steve Ellis:	Yeah, if you could show me now, if you're comfortable? Because at least then, and that way we can prove eligibility, and we can send a copy, so I have something.
Samantha Treadwell:	Yeah. I could just follow up with a hardcopy, okay.
Steve Ellis:	Yeah.
Samantha Treadwell:	And I don't know if you can -?
Steve Ellis:	If you, could you just hold it, but it a little further down? Excellent. I see your name, perfect. If you could just go back, hold it up a little higher again?
	And perfect, it shows a viral load of below 20, which does, works for verification. You're all good, Samantha.
Samantha Treadwell:	Great.
Steve Ellis:	So that will work, congratulations on being undetectable.
Samantha Treadwell:	Thank you.
Steve Ellis:	So at least for the rest of this conversation, I can assume eligibility. It would be great to get a copy of that so I don't
Samantha Treadwell:	Yeah.
Steve Ellis:	If you either want to mail a copy in, in my follow-up e-mail, the office is open a few hours each week. So you can call and schedule a quick Page 7 of 19

appointment, come in, and someone can photocopy that. If you would rather hand it off to someone.

Samantha Treadwell: Okay, yeah because of – yeah, okay. Yep.

Steve Ellis: But that way, once we get that in the file, then we are set for all of your time with our agency –

Samantha Treadwell: Okay.

Steve Ellis: – For any activity that you were to apply for, so.

Samantha Treadwell: Okay. Now, is that the only eligibility? Because I remember hearing something about income, too.

Steve Ellis: You are correct.

Samantha Treadwell: Okay.

Steve Ellis: So beyond HIV, we do have to prove your entire household income.

Samantha Treadwell: Okay, yeah.

Steve Ellis: So are you the only person who gets income in your household? Or do your daughters have any of income coming in?

Samantha Treadwell: Well, like I said, I'm working, and my hours have been reduced. So I'm only working about 24 hours a week right now. I'm not sure if this isn't like an income type that you would include.

But one of my daughters does receive a survivor benefit each month. So I wanted to mention that because I'm not sure exactly, what you would or would not include as income?

Steve Ellis: Yeah so, so far, it sounds like your income is yours for working.

Samantha Treadwell: Yeah.

Steve Ellis:So we'll circle back to that in a moment. Thank you for bringing up the Social
Security survivors benefit. That is something that we do need to look at –

Samantha Treadwell: Okay, great.

Steve Ellis: – As an income source. And then is there anything else and does –? I mean....

Samantha Treadwell: Well, some, I'm getting some SNAPs benefit for food.

Samantha Treadwell:	Yeah.
Steve Ellis:	Yeah, that we won't include for income.
Samantha Treadwell:	Okay great.
Steve Ellis:	But the case manager will definitely go over that with you, right, to make sure you're receiving your maximum benefit –
Samantha Treadwell:	Right.
Steve Ellis:	- Particularly while you need the assistance.
Samantha Treadwell:	Right.
Steve Ellis:	So besides the employment that you have and the Social Security, there's nothing else coming in it, right? There's nothing on behalf of either your daughters? Do you have any regularly occurring financial gifts coming in? Is anyone from –?
Samantha Treadwell:	No.
Steve Ellis:	- Who doesn't live with you sending money regularly?
Samantha Treadwell:	I wish – no.
Steve Ellis:	Alright, don't we all.
Samantha Treadwell:	No, yeah.
Steve Ellis:	Excellent, so it sounds like, then, the only income for your household is your employment –
Samantha Treadwell:	Yeah.
Steve Ellis:	- And then your daughter's Social Security.
Samantha Treadwell:	Well, we do. Though I do have, like, a checking and a savings account, right $-$
Steve Ellis:	Right.
Samantha Treadwell:	- To pay my bills. I don't have too much in the savings account or the checking account so I'm not, and I don't have any information in my stack of papers right here about it.
	So I don't know if you're gonna need anything about that. And I did open small, little savings accounts for the girls and I put in some money. So I don't Page ⁹ of 19

	Whole HOPWA Eligibility Intake Video Transcription
	know what you need to do about that, either.
Steve Ellis:	Yeah. Do you know, do any of those accounts have an interest rate?
Samantha Treadwell:	I think so, but –
Steve Ellis:	Right.
Samantha Treadwell:	 It's probably pretty low. But yeah, especially savings; I know, the checking doesn't. But I'm sure the savings has some amount of interest.
Steve Ellis:	Alright, so let's go through source by source. So for your employment income, do you happen to have access to pay stubs?
Samantha Treadwell:	I do. I actually, I do, I have a couple right here.
Steve Ellis:	Wonderful.
Samantha Treadwell:	Yeah.
Steve Ellis:	How often do you get paid, Samantha?
Samantha Treadwell:	And every other week?
Steve Ellis:	Alright.
Samantha Treadwell:	Yeah, every other week.
Steve Ellis:	Do you get paid twice a month or every other week? So where two times a year you actually get three paychecks in a month?
Samantha Treadwell:	Yes, that one, every two weeks.
Steve Ellis:	Great, so you get paid bi-weekly?
Samantha Treadwell:	That, bi-weekly, yeah.
Steve Ellis:	Alright, I just wanted to make sure. Do you know how much you earn per hour?
Samantha Treadwell:	Yes, I wish I earned more, but twelve fifty right now.
Steve Ellis:	Twelve fifty, and you said you're currently working 24 hours?
Samantha Treadwell:	Yes. Both paycheck stubs are showing, yeah, the past couple of weeks, most recent periods. I worked 24 hours.
Steve Ellis:	Excellent. Do you have any expectation of your hours or wage changing in the near future? $P_{\text{res}} = 10$ of 10

Samantha Treadwell: Not right now, no.

Steve Ellis: Alright.

Samantha Treadwell: Nothing, I haven't heard anything from my employer about that. And actually, some people have been laid off. So I'm lucky that they just reduced my hours. So maybe I'll be able to pick up some hours here or there, but I haven't heard anything definite about that.

Steve Ellis: Alright. If that does change, please make sure to notify the program –

Samantha Treadwell: Okay.

Steve Ellis: – When that happens, at least for the time being. I think if you, when you drop off your HIV verification, or however you want to send that in, because once I send you an e-mail, you can also, if you have access to those via e-mail, you can send them to me.

Samantha Treadwell: Okay, okay.

Steve Ellis: If you could send that, once again, just so I have something in the file documenting everything that you've just told me –

Samantha Treadwell: Okay.

Steve Ellis: – For your employment income.

Samantha Treadwell: Okay.

Steve Ellis: As for your daughter's Social Security –

Samantha Treadwell: Yeah.

Steve Ellis: – Do you have any documentation of that?

Samantha Treadwell: Yes, right in here.

Steve Ellis: Great.

Samantha Treadwell: Like you can see that when I say, "Right here." Yes.

Steve Ellis: The document that you have, can you tell me how much does she make or receive?

Samantha Treadwell: Five twenty-five per month.

Steve Ellis: I'm gonna rephrase that, because I don't want to say, "Social Security make."

Samantha Treadwell: Right.

Steve Ellis: The document that you have in your hand, can you tell me how much your daughter receives?

Samantha Treadwell: Yes, five twenty-five per month.

Steve Ellis: Five twenty-five, is that what she's supposed to receive, or is that what she actually received –?

Samantha Treadwell: Wait, I'm sorry.

Steve Ellis: – And some money is coming out?

Samantha Treadwell: No, I'm sorry, I made a mistake. She was getting five twenty-five, and then it changed in April to five-fifty. Okay, that's right.

Steve Ellis: So as of April 2020, correct?

Samantha Treadwell: Yes.

Steve Ellis: Alright.

Samantha Treadwell: Yes, absolutely right. Yeah.

Steve Ellis: Can you, if you're comfortable that also, can you hold up that Social Security letter? I would have asked you for the pay stubs, but those tend to be way more complex –

Samantha Treadwell: Right.

Steve Ellis: – For us to review. And so –

Samantha Treadwell: Yeah.

Steve Ellis: - What you've told me is enough, but the Social Security would be great. Great, so I see your name. And I see your daughter's name, and I see the dates. I see them and I see where it changed.

Samantha Treadwell: Yes.

Steve Ellis: Excellent, alright.

Samantha Treadwell: You see it, see initially, and you think you know, but then I remembered, yeah, five twenty-five.

Steve Ellis: Yeah.

Samantha Treadwell: Five fifty.

Steve Ellis: So the same for the HIV documentation, even though I've seen it, if you can make sure we get a paper copy of that, that would be much appreciated. Samantha Treadwell: Okay. Steve Ellis: And so finally, you reported having some checking and savings accounts? Samantha Treadwell: Yes. Steve Ellis: Do you know, roughly, what the balances in your checking account any given time? Samantha Treadwell: Maybe right around a thousand fifty? Steve Ellis: Okay, and you said you don't think it has an interest? Samantha Treadwell: I'm sure it doesn't. Steve Ellis: Right. Samantha Treadwell: I'm checking on that now. Steve Ellis: As for savings, did I understand that you and each one of your daughters has a savings account or? Samantha Treadwell: Yes. Alright so there's three? Steve Ellis: Samantha Treadwell: Yes. Steve Ellis: Do you know how much is in each account at any, sort of, given time? Samantha Treadwell: My Account might, roughly, have about a thousand in it, also, and each of the girls have four hundred in each of their accounts? Steve Ellis: And you said you don't know the interest rate, but your -? Samantha Treadwell: I don't know. Steve Ellis: It's.... Samantha Treadwell: It's probably at, like, one percent – Steve Ellis: Alright. Samantha Treadwell: – Or less, right around there.

	Whole HOPWA Eligibility Intake Video Transcription
Steve Ellis:	Great. Alright, and that's, and once again, those are the only income sources that you have. Correct?
Samantha Treadwell:	Yes.
Steve Ellis:	Great. So I am not one to do math during these calls. So it does look as though that you will be eligible. But if it's alright with you, I will follow up in the future, probably first thing tomorrow morning.
Samantha Treadwell:	Yeah absolutely.
Steve Ellis:	After I do the calculations –
Samantha Treadwell:	Yes.
Steve Ellis:	Because then once I can prove your eligibility, then we can go into some of the details for rental assistance.
Samantha Treadwell:	Right, yes.
Steve Ellis:	We don't currently have a waitlist, so we can jump right into the conversation around what that might look like. And then you can use it where you are.
Samantha Treadwell:	I didn't expect that, a definite on my eligibility would be determined right during this call, at all.
Steve Ellis:	Yeah.
Samantha Treadwell:	[Inaudible]
Steve Ellis:	But also
Samantha Treadwell:	– There's any collecting things, and then getting back to me. I totally understand that.
Steve Ellis:	Of course, but also knowing that you do need the assistance, I want to just make sure that we'll follow up right away with that. But in the meantime, if you can make sure, I will need some documentation about that checking and savings account.
Samantha Treadwell:	Okay, yeah.
Steve Ellis:	So if you do have anything around, that would be great. Otherwise, if you need it, I can send a release of information.
Samantha Treadwell:	Okay.
Steve Ellis:	And if you send that back to me signed and dated, then I'll send something to the bank that verifies the amount and the rate. Page 14 of 19

Samantha Treadwell: Okay.

- Steve Ellis: Because that will affect, overall, your eligibility. I'm going to look at these numbers and rest assure that it's not going to affect your initial eligibility for the program.
- Samantha Treadwell: Okay. Now, if I can't get, like, a verification from the bank, can I self-certify, like, balances, and, like, interest rates?
- Steve Ellis: Of course.

Samantha Treadwell: Okay.

Steve Ellis: Yeah, so one of the things I'm going to do, is because, all the information we went over, it's going to be another thing that I'm going to e-mail to you.

Alright, so I'll type it up. It's going to be on our Port Landing letterhead. And so if everything that we just covered is accurate for what you described, if you can sign, and date that?

Samantha Treadwell: Okay, right.

Steve Ellis: So at least I'll have that in the file, and then we'll build upon that –

Samantha Treadwell: Okay.

Steve Ellis: – With everything that you have. And then just the sooner we get all of those things, then the less we have to worry about it in the future.

Samantha Treadwell: Yep.

Steve Ellis: But so, my homework is to do the eligibility. And just so we're clear, let me look at my calendar. Are you free at 10:00 a.m. tomorrow?

Samantha Treadwell: Let me check my calendar.

Steve Ellis: Okay.

Samantha Treadwell: Maybe yes.

Steve Ellis: Great.

Samantha Treadwell: Yes, I am working for a little bit, but not until the afternoon. So yeah, 10:00 am. is great.

Steve Ellis: Great and will another Zoom call be okay, or will there be anyone else home?

Samantha Treadwell: No, that should be fine, yeah. Page ¹⁵ of 19

Steve Ellis: Great. I will follow up with a new link for a Zoom call where we'll talk about your final eligibility. And if I said, we'll go straight into TBRA eligibility. Samantha Treadwell: Okay. Steve Ellis: I'm also going to make your case management referral to the case management supervisor. Samantha Treadwell: Okay. Steve Ellis: So are gonna hear from them soon. And then if you can, whenever you get a chance, as I mentioned I do need your HIV verification for the file, and all of those income sources that we've talked about. So – Samantha Treadwell: Okay so I could. I could, because I do have a cell phone, so I could take a picture of it. And I could mail these to you, right? Steve Ellis: Yeah. Samantha Treadwell: I could take a picture of each of these documents and then e-mail it to you. Steve Ellis: Yes if you are comfortable doing so. Samantha Treadwell: Yes, right. I said I will. I'll e-mail you my confidential e-mail address. Steve Ellis: Samantha Treadwell: Yeah. Steve Ellis: Right so that way you know it will come right to me. You won't have to provide it for anyone else in the agency. Because once it's in my file – Samantha Treadwell: Okay. Steve Ellis: – They can use it. Samantha Treadwell: Okay. Steve Ellis: But so part of that e-mail, I'll follow up with a few options for how you can. So I said [inaudible] Samantha Treadwell: Okay. Steve Ellis: - You're fulfilling your HIV verification. If you're not comfortable taking a picture and sending that electronically -

Samantha Treadwell: Okay.

	Whole HOPWA Eligibility Intake Video Transcription
Steve Ellis:	- It will include the office hours, and how you schedule a session to come in, and drop off that paperwork.
Samantha Treadwell:	Okay, great.
Steve Ellis:	Great. Is there anything else that you'd like to discuss today?
Samantha Treadwell:	Not right now, no.
Steve Ellis:	Great. The only other thing that I would ask you is during tomorrow's call, since you mentioned you want to potentially use your rental assistance where you are, just take a walk through your unit, and see if there's any issues with it.
	That may be things –
Samantha Treadwell:	Okay.
Steve Ellis:	 You may not have noticed before and not been thoughtful of before. Because while I definitely want to ask some questions tomorrow about your current unit –
Samantha Treadwell:	Okay.
Steve Ellis:	- So we can see if it meets some of our requirements. Or what those next steps might look like.
Samantha Treadwell:	Okay. So you might have to take a look at it yourself?
Steve Ellis:	Yeah at one point –
Samantha Treadwell:	Like
Steve Ellis:	– Yes.
Samantha Treadwell:	Okay, great. Okay.
Steve Ellis:	Yeah. There are some financial considerations that we'll have to talk about for your current unit. And whether it's your unit or any future unit, we will do some, sort of, inspection –
Samantha Treadwell:	Okay, good.
Steve Ellis:	 Particularly since you're new to the program, most likely, it's going to be a Zoom call like we're doing now.
Samantha Treadwell:	Okay.
Steve Ellis:	But we can go over those details as it gets closer, but at least knowing, if your 17 ± 10

current unit could meet that, it could shift our conversation.

Samantha Treadwell: Okay.

Steve Ellis:	Because we do have some requirements that units do need to meet for rental assistance to be used. And so if we know that your unit won't meet that, then we can talk about what that looks like for you to look for a new unit.
	And potentially talk to your current landlord about you giving notice. If we do think your unit will meet those, then we'll talk about how you'll lease-up in place with our rental assistance.
Samantha Treadwell:	Great, okay, so you might do an inspection virtually. You wouldn't. You wouldn't come here necessarily?
Steve Ellis:	No, my guess is because this inspection will most likely occur sooner than later. Just for safety's sake –
Samantha Treadwell:	Yeah.
Steve Ellis:	– We'll do a virtual. At some point I will come in and do a physical inspection.
Samantha Treadwell:	Okay That's right.
Steve Ellis:	– Like many other programs
Samantha Treadwell:	The first, when, that you can, but right now, you're able to do something like that virtually.
Steve Ellis:	Yeah, it's also because it seems like you definitely have the technology for allowing that. So we'll just do $-$
Samantha Treadwell:	Yes.
Steve Ellis:	– Another Zoom call.
Samantha Treadwell:	A few things that I invested in friend my hours were cut.
Steve Ellis:	And if there are any issues with those, we can also discuss that when the time comes $-$
Samantha Treadwell:	Great.
Steve Ellis:	- To make sure that we can do those. So we'll definitely make sure that your place is safe before you start using rental assistance.
	Alright, that's all I have for today. If you don't have anything else, it sounds like we will chat tomorrow at 10:00 a.m. Page 18 of 19

Samantha Treadwell: Okay. And if I think of anything, we can just discuss any of that tomorrow. I can...

Steve Ellis: Yeah.

Samantha Treadwell: – A lot of information to think about.

Steve Ellis: Of course, and I said I'll be sending that e-mail momentarily with some follow-up. So if there's anything that you have a question about immediately, feel free to reply.

Samantha Treadwell: Okay, excellent, thank you.

Steve Ellis: Alright, I'll talk to you tomorrow.

Samantha Treadwell: Okay, great to meet you.

Steve Ellis: Alright, nice to meet you also. Bye.

Samantha Treadwell: Bye

[END OF TAPE]