

# AIM in Sunnyside and Independence Heights



## Community Assessment, Intervention, and Mobilization (AIM)

### Dress Attire for AIM



The Houston Department of Health and Human Services (HDHHS) will provide uniforms and some essential items for all team members, leaders and volunteers participating in the AIM Sunnyside and Independence Heights Initiative, September 19-22, 2007 and October 17-19, 2007.

**Right Picture:** Team Members participating in the “Community Touch” Phase will wear blue jeans, white cotton t-shirt and khaki cap that displays HDHHS name across the front, comfortable tennis shoes for extensive walking, and carry a gray/black back pack with field materials (clip board, pens/pencils, papers, whistle, towel and water.)

**Left Picture:** Team Leaders, Division Supervisors and staff working the Command Station will wear jeans, a khaki polo shirt and cap with the City of Houston emblem across the front along with comfortable tennis shoes for walking and long standing.



### Safety Tips for AIM

- \* Identification: City Badges (do not wear shields i.e. sanitarian badges, environmental badges)
- \* Do not wear jewelry or carry large amounts of cash
- \* Stay with your team. Teams will consist of four team members working in pairs
- \* Stay alert to your surroundings
- \* DO NOT enter any dwelling, for any reason

- \* If there is a fenced enclosure you must receive permission to enter
- \* Hydration is important— drink plenty of water
- \* Walkie Talkie Basics (no sidebar conversations on the walkie talkies.) Use only the radio frequencies identified by department
- \* Do not pet, tease, startle, approach, touch, chase or run from a dog. Do not bother dog when it is

eating

- \* Do not violate a dog’s territory or cause it to feel cornered
- \* Do not challenge a strange dog with your “body language”.
- \* If attacked—substitute something for the dog to bite (ie. backpack) to avoid injury.
- \* If bitten, immediately return to Command Station for medical attention.

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#### Special Point of Interest:

- *Wear City ID Badges*
- *Stay alert to your surroundings*
- *Stay with your team and work in pairs*
- *Do Not enter any dwelling, for any reason*

# Training Schedule for AIM

Date	Place	Time	Divisions	City Employees Still Needed for AIM
Tuesday August 28, 2007	Sunnyside MSC	1:00PM-3:00PM	A/B	HDHHS Employees are essential in conducting the AIM projects within these communities. The department will be coordinating 35-40 strike teams from ten different divisions with diverse skill sets to work closely with one another on a large scale to fulfill this mission.
Tuesday August 28, 2007	Sunnyside MSC	3:00PM-5:00PM	C/D	Non-HDHHS City employees who are interested in participating in the upcoming AIM projects may contact George Baines at (713)794-9974 or via email: george.baines@cityofhouston.net.
Wednesday August 29, 2007	Sunnyside MSC	8:00AM-10:00AM	E/F	<b>Types of Teams:</b> Teams are divided into three types: 1) Strike Team, 2) Assessment Team, and 3) Service Response Team.
Wednesday August 29, 2007	Sunnyside MSC	10:00AM-12:00Noon	G/H	<b>Strike teams:</b> will go door-to-door to complete the screening for each household <b>Service Response Team:</b> will respond to the “refer and link” forms from the screening for follow-up
Thursday August 30, 2007	8000 N. Stadium Drive 4th Floor—DOC	1:00PM-3:00PM	J/K	<b>Assessment teams:</b> will complete focused surveys on a sample of selected households
Thursday August 30, 2007	8000 N. Stadium Drive 4th Floor – DOC	3:00PM-5:00PM		<b>*Additional Training Dates/Times for AIM are forthcoming.</b> All team members that did not attend one of the training dates above, please contact Decrecia Robinson, Training Coordinator at (713)794-9474 or via email at Decrecia.robinson@cityofhouston.net
MAKE-UP DATE				

## External Partners/Volunteer Team News

The coordinators for the external partners/volunteer team have joined forces to strengthen the department’s collaborative efforts with all partners interested in participating in the AIM project.

A newly developed form was created by Danielle Joseph-White, External Partners Coordinator called “Community Interest Form” (CIF) to capture the external partners/volunteers interest. The CIF form along with written protocol instructions can be accessed via the “N” drive for all team members utilization.

Questions regarding the new process can be

directed to Danielle Joseph-White at (713) 794-2904 or via email (Danielle.joseph-white@cityofhouston.net or Charlet Meredith at (713) 794-9026 or via email charlet.meredith@cityofhouston.net.

### External Partners/Volunteer Team

HDHHS is recruiting community organizations to serve as partners for AIM.

Our goal is to identify services within the community, gather data regarding the service needs of the community, and assist our external partners in providing services to the community.

The partnership between the City and the external partners and volunteers is essential in strengthening the community’s capacity to address changing neighborhood needs.

You may contact Danielle Joseph-White @ (713)794-2904 or email danielle.joseph-white@cityofhouston.net or Charlet Meredith at (713)794-9026 or via email charlet.meredith@cityofhouston.net for details.

## AIM Meeting Reminders

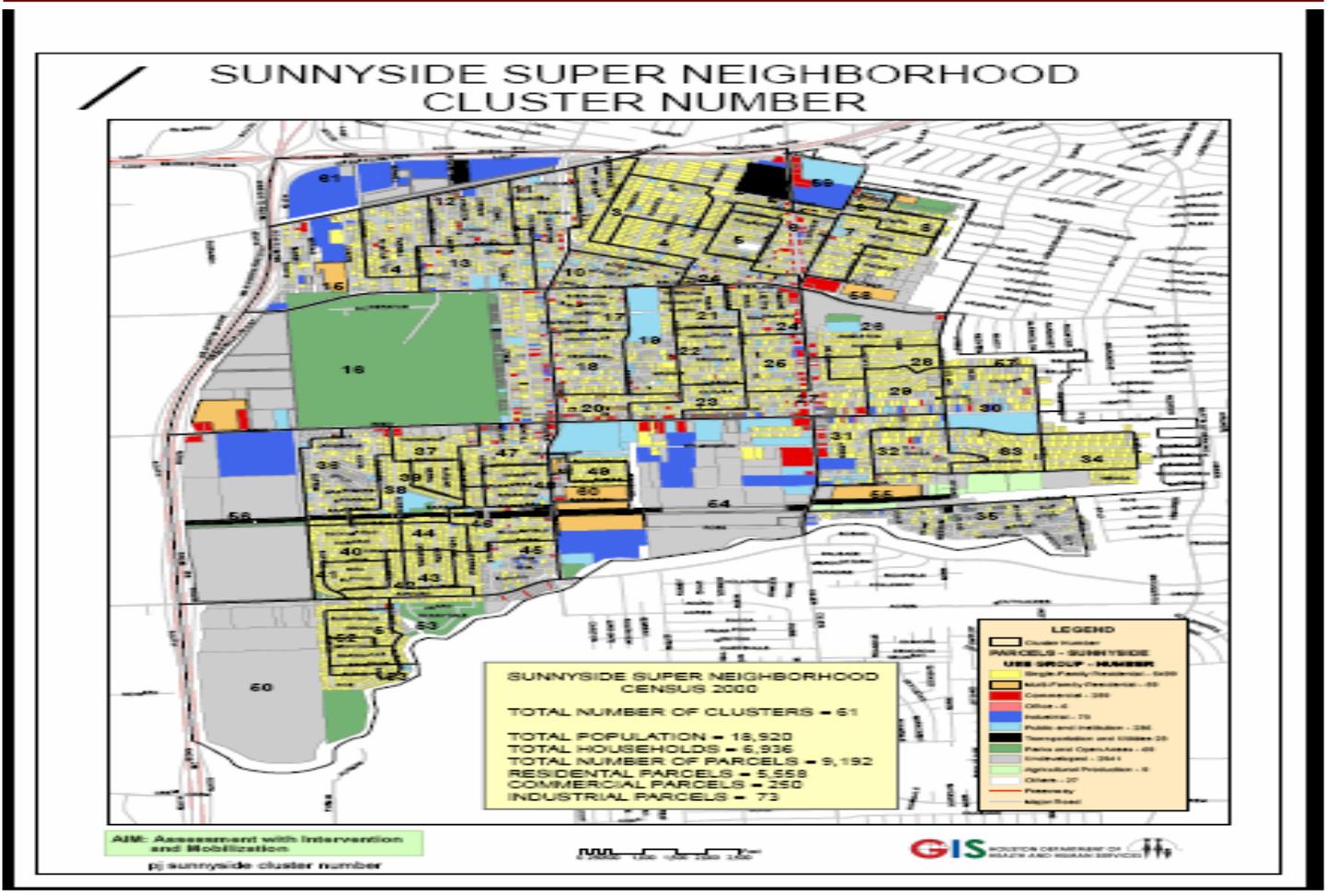
AIM Coordinators meeting will be held on Tuesday, September 4, 2007 @ 11:45am directly after Leadership Meeting in the First Floor Auditorium.

Project Team Overview/Update Meeting — September 5, 2007, Sunnyside MSC from 9:00am-11:00am

External Partner Meeting will be scheduled during the month of September. Location will be determined.

Logistics Meeting will be held on Wednesday, September 5, 2007 @ 2:00pm

# Sunnyside SN Clusters



## Sunnyside AIM Timelines

### Important Dates/Times to Remember

Community Touch  
 September 19, 2007 – September 22, 2007

Short-Term Intervention Phase  
 September 19, 2007 – December 14, 2007

Door-to-door Assessment  
 September 24, 2007 – October 5, 2007

Mobilization Phase (Long-term)  
 Begins in January 2008

### Sunnyside Community AIM

September 19, 2007 – 2:00pm-6:00pm  
 September 20, 2007 – 10:00am-5:00pm  
 September 21, 2007 – 10:00am-5:00pm

### AIM Team Members:

Will sign in upon arrival at the appropriate table - Tables will be marked by Division

Back packs are to be secured on the first day – All back packs are to be returned on the last day of “Touch”

Team members are required to sign out at the same tables at the end of the day

Parking spaces are limited; therefore carpooling is strongly encouraged

## Phase I Touch Phase

### AIM Team Member Work Schedule:

Report to Sunnyside Park, 3502 Bellfort  
 Wednesday, September 19 (10-7)

Check In at 1:00 pm

Thursday, September 20 (9-6)

Friday, September 21 (9-6)

Saturday, September 22 (9-2)

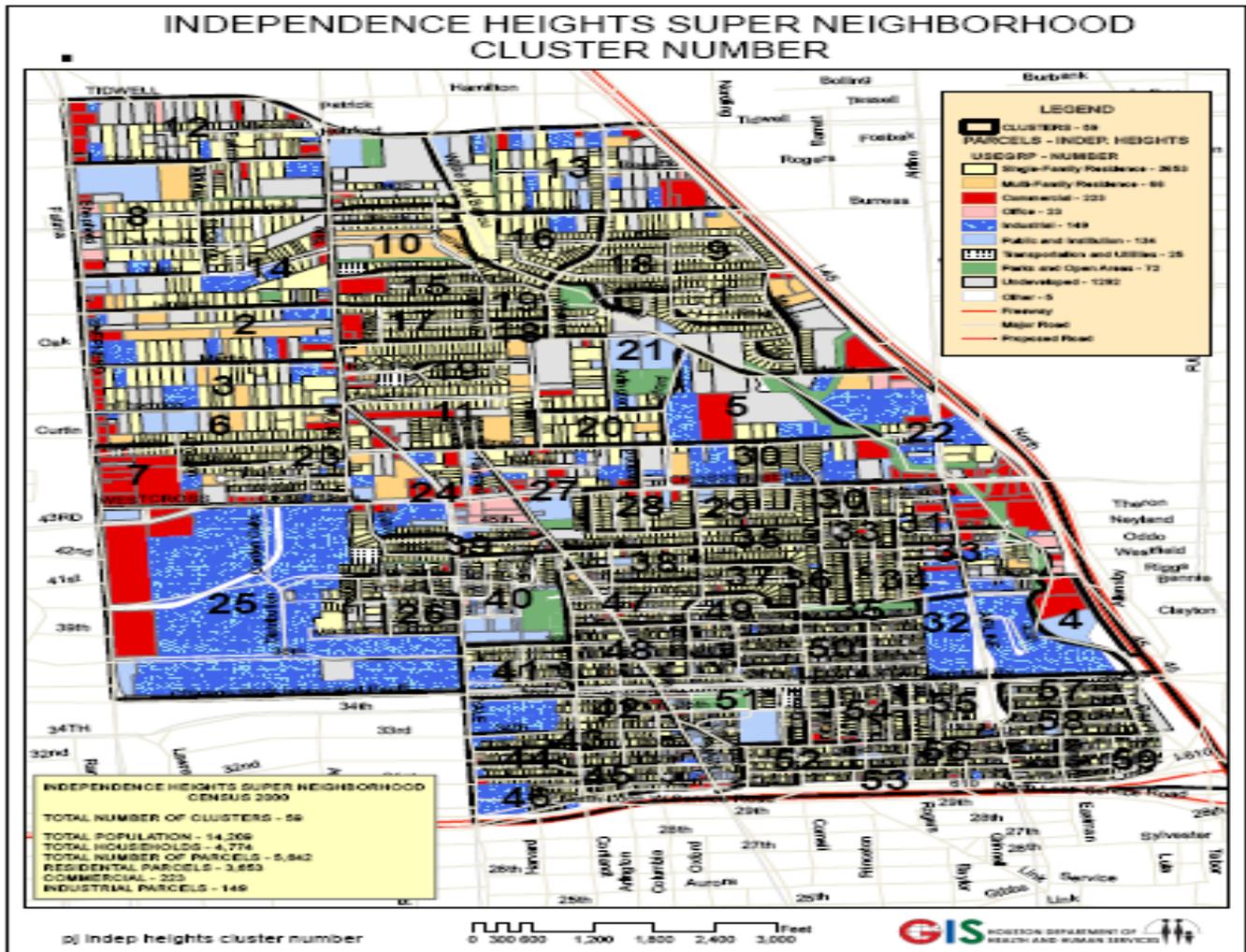
Team Leads will drive team members to designated lunch spots (secondary staging locations)

Lunch Hour (12 noon – 1 pm)

Lunch will be provided on Thursday and Friday

Note: If you have special dietary requirements please make the necessary provisions

# Independence Heights SN Clusters



## Independence Heights AIM Timelines

Important Dates/Times to Remember

### Community Touch

October 17, 2007 – October 19, 2007

### Short-Term Intervention Phase

October 17, 2007 – December 14, 2007

### Door-to-door Assessment

October 22, 2007 – November 2, 2007

### Mobilization Phase (Long-term)

### Independence Heights Community AIM

October 17, 2007 – 10:00am-5:00pm

October 18, 2007 – 10:00am-5:00pm

October 19, 2007 – 10:00am-1:00pm

## Phase I Touch Phase

AIM Team Member Work Schedule:

Park Location: TBD

Wednesday, October 17 (10-7)

Check In at 1:00 pm

Thursday, October 18 (9-6)

Friday, October 19 (9-6)

Team Leads will drive team members to designated lunch spots (secondary staging locations)

Lunch Hour (12 noon – 1 pm)

Lunch will be provided on Thursday and Friday

Note: If you have special dietary requirements please make the necessary provisions

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**Houston Department of Health and Human Services**