General Information System (GIS) Message

Section 1

Transmittal: 22 TA/DC054
Upstate and New York City

Date: June 2, 2022

To: Subscribers

Suggested Distribution: Commissioners, TA Directors; Housing/Homeless Services Directors

From: Cheryl Contento, Deputy Commissioner
Division of Shelter Oversight and Compliance

Subject: Security Measures – Incident Reporting in Shelters

Effective Date: Immediately

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Section 2

This purpose of this General Information System (GIS) message is to clarify 16TA/DC061 and the requirements regarding serious incidents that need to be reported to the Office of Temporary and Disability Assistance (OTDA).

The category titled “[a]ny unscheduled visits by the media or other public officials” does not apply to public officials who have an oversight role over OTDA regulated emergency shelters. Additionally, and as previously directed in OTDA’s Interim Guidance for Operators of Congregate Facilities Providing Shelter to Individuals Who are Homeless, COVID-19 remains one of the contagious diseases that must be reported to OTDA.