



**EDDIE BAZA CALVO**  
GOVERNOR  
  
**RAY TENORIO**  
LIEUTENANT GOVERNOR

GOVERNMENT OF GUAM  
**DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES**  
*DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT*



**JAMES W. GILLAN**  
DIRECTOR  
  
**LEO G. CASIL**  
DEPUTY DIRECTOR

AUG 22 2013

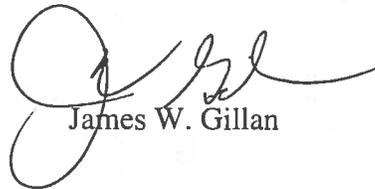
Honorable Judith T. Won Pat  
Speaker  
31<sup>st</sup> Guam Legislature  
Hagatna, Guam

Dear Madam Speaker:

*Buenas yan Saluda!* Attached is the fiscal year 2013 first, second and third quarter reports of activities and inventory of non-expendable property of the Alee I and II shelters. This is in compliance with Public Law 31-233, Chapter XIII, Section 12, relative to reporting requirements for non-profit organizations.

Should you have any questions or need additional information, please contact Ms. Linda B. Rodriguez, Acting Human Services Administrator for the Bureau of Social Services Administration at 475-2653/2672. *Si Yu'us Ma'ase.*

Sincerely,

  
James W. Gillan

Attachment

Cc: Office of Public Accountability

Office of the Speaker  
Jr. Judith T. Won Pat, Ed. D.  
Date 8.26.13  
Time 3:02pm  
Received by: [Signature]



EDDIE BAZA CALVO  
GOVERNOR

RAY TENORIO  
LIEUTENANT GOVERNOR

GOVERNMENT OF GUAM

DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES  
DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



JAMES W. GILLAN  
DIRECTOR

LEO G. CASIL  
DEPUTY DIRECTOR

AUG 22 2013

Doris Flores Brooks, CPA, CGFM  
Public Auditor  
Office of Public Accountability  
Suite 401, DNA Building  
238 Archbishop Flores Street  
Hagatna, Guam 96910

RECEIVED

OFFICE OF PUBLIC ACCOUNTABILITY

BY: M. BRILLANTE

DATE: 8/26/2013

TIME: 3:40  AM  PM

Dear Ms. Brooks:

*Buenas yan Saluda!* Attached is a copy of the fiscal year 2013 first, second and third quarter reports of activities and inventory of non-expendable property of the Alee I and II shelters. This is in compliance with Public Law 31-233, Chapter XIII, Section 12, relative to reporting requirements for non-profit organizations.

Should you have any questions, please contact Ms. Linda B. Rodriguez, Acting Human Services Administrator for the Bureau of Social Services Administration at 475-2653/2672. *Si Yu'us Ma'ase.*

Sincerely,

James W. Gillan

Attachment



**Catholic  
Social  
Service**

*Catholic Charities Guam*

234A U.S. Army Juan C. Fejeran Street  
Barrigada, Guam 96913  
Tel: 671-635-1406 Fax: 671-635-1444  
Email: [css@guam.net](mailto:css@guam.net)  
Website: [www.catholicsocialserviceguam.org](http://www.catholicsocialserviceguam.org)



August 1, 2013

Archbishop Anthony S. Apuron  
OFM CAP D.D.  
President / Chairman  
Board of Trustees

Diana B. Calvo  
Executive Director

Jesse S. Catahay  
Deputy Director

**TO: DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
123 Chalan Kareta  
Mangilao, Guam 96913**

**PROJECT REPORT**

**CONTRACTOR: CATHOLIC SOCIAL SERVICE  
#234- A U.S. Army Juan JC Fejeran Street  
Barrigada Heights, Guam 96913**

**PROGRAM TITLE: TITLE XX**

**PROJECT: ALEE EMERGENCY SPOUSE ABUSE  
& CHILDREN'S SHELTER**

**QUARTER  
ENDING: December 31, 2012**

**PREPARED BY: Sister Brigid Perez, R.S.M.  
SR. BRIGID PEREZ, R.S.M.  
PROGRAM MANAGER, ALEE SHELTER**

**APPROVED BY: Diana Calvo  
DIANA B. CALVO  
EXECUTIVE DIRECTOR**

**SUBMISSION DATE: August 1, 2013**



*"Respecting The Dignity Of The Human Person Through Service"*



**CATHOLIC SOCIAL SERVICE  
ADMINISTRATION QUARTERLY REPORT**

<u>PROGRAM</u>	<u>QUARTER</u>	<u>DATE</u>
Alee Shelter	October, November, December	2012

**SUMMARY OF ACTIVITIES:**

The 1st quarter for fiscal year 2013 was extremely busy with various activities and program challenges. This quarter started with the National Domestic Violence Awareness Month and ended with all the holiday festivities. The program took part in the 2012 Domestic Violence Counts National Census of Domestic Violence Services. Mr. Buddy Cabanero from BOSSA who performs the quarterly site visits retired and replaced by Ms. Elizabeth Ignacio. The Community-Defined Solutions to Violence Against Women Grant Program (C-DS VAW) extended to June 30, 2013. The program's maintenance pick-up truck 2006 Ford Ranger was damaged and repaired costing the program \$2,202.19. Because the damaged was part of maintenance person's negligence, the program arranged a payment plan for the staff to reimburse the program.

Catherine's Home Fire Alarm Preventive Maintenance is set for four quarters and it is a subcontract of Orion Construction the contractor for the building. Catherine's Home is relieved of any fees associated for the first year's fire alarm maintenance. Thus, the 1<sup>st</sup> quarterly fire alarm preventive maintenance was conducted on October 19.

The Family Violence Shelter served fifteen women. One of the biggest events that took place this quarter was the Telethon for Rigalu House slated by the First Lady of Guam and the Rigalu House Foundation.

Alee Shelter participated in activities, trainings/conferences, and meetings.

October activities:

- DV awareness month proclamation signing at the governor's conference room in Adelup (October 2)
- 2012 Silent Witness Ceremony held at the court's atrium (October 5<sup>th</sup>)
- Survivor's (former clients of Alee) Story Hour held at CSS (October 15<sup>th</sup>)
- Purple Wave at the Toto intersection (October 18<sup>th</sup>)
- Silent Witness Exhibit at Guam Premium Outlet (October 20)
- Joint prevention services (Alee, VARO, & Erica's House) wave at ITC building intersection (October 24)
- Wave Against Domestic Violence (October 31<sup>st</sup>).
- Meeting with CSS Management (October 18th)
- Meeting with Guam Family Justice Center (October 25th)
- Pesticide Basic Safety Training-A for 9 staff, CSS (October 20th)
- New Employees Orientation, CSS (October 31<sup>st</sup>)

#### November activities:

- Healthy Mothers, Healthy Babies Fair at Micronesia Mall (November 3rd)
- University of Guam School of Education Dr. Dungca's Class ED353 at UOG (November 5<sup>th</sup>)
- John Robert Powers Hemisphere Pageants Pre-Fashion Shows at Chuck E Cheese and Agana Shopping Center (November 7<sup>th</sup>, 9<sup>th</sup>, & 11<sup>th</sup>)
- Okkudo High School Parent Fair at Okkudo High School (November 9<sup>th</sup>)
- Guam Community College (GCC) College Access Challenge Grant "Community Partners Orientation and Networking Luncheon" at GCC Multi-purpose Center (November 15<sup>th</sup>)
- CSS Management Meeting (November 15th)
- Pesticide Training for Alee November 17<sup>th</sup> and 24th
- IHOM Holiday Health Fair at Agana Shopping Center (November 24<sup>th</sup>)
- GCO-FPO Sub-grantees Meeting (November 27<sup>th</sup>)
- BOSSA monitoring visit (November 27<sup>th</sup>)
- Guam Family Justice Center (November 29th)

#### December activities:

- Rigalu House Committee meeting for Telethon (December 4<sup>th</sup>)
- Rigalu House Project Committee Meeting (December 18<sup>th</sup>)
- GCO-FPO Sub-grantees (December 18<sup>th</sup>)
- CSS Marketing/Management (December 20th).
- The Program Manager and the Administrative Assistant participated in the signing onto the stakeholder letter to Congress on sequestration and the fiscal cliff (circulated by Ms. Elizabeth Pyke, Director of Government Affairs, National Criminal Justice of Association) and as encouraged by the Grants Administrator of GCO-FPO
- Webinar Training on the semi-annual reporting for the Grants to Encourage Arrest Policies and Enforcement Protection Orders Program known as Community-Defined Solutions to Violence Against Women Program (December 11<sup>th</sup>)
- CPR/First Aid Training at PNG Day Care Center (December 15th)
- New Employees Orientation (December 19<sup>th</sup>)

Alee I Family Violence Domestic Program- received **fifteen (15)** women and their **fourteen (14)** children. All fifteen women exited the shelter. One of the fifteen qualified for Alee Transitional Housing Program who will transitioned in January after the holidays. During this quarter, the Program Manager and the Administrative Assistant remain on stand-by for shifts lacking staff. The Program Manager manages the hotline when there is no staff on duty. Staffs continue to work together to ensure that the program delivers its services to the women and their children accordingly. This quarter, a total of four applicants were interviewed. One of the four was a replacement for a staff who only showed up for a day and resigned due to emergency family matters off-island. To date, there are three (3) shelter workers with one vacancy for full-time and one for part-time.

The Transitional Housing Program served **three (3)** women and **eight (8)** children. The women have goals to work with while in the program. In the absence of a social worker/case manager, the program manager and administrative assistant continue to provide service to the clients under this program. All three units (B1, B5, & B7) were occupied except for B1, the unit became vacant on December 26<sup>th</sup>.

The leased vehicle under the TH program had to be relinquished back to Payless Car Rental on November 28<sup>th</sup>. The leased vehicle was under the previous grant number 2005-WH-AX-0097 which expired on June 30, 2012. Because of the reduction in the new grant number 2011-WH-AX-0005, a budget for a leased vehicle was not included.

This quarter on December 26<sup>th</sup>, the social worker position was filled after being vacant for five months. Alee Transitional Housing welcomes C. Tenorio.

The Alee II Children's Shelter served **twenty (20)** children for the quarter. By the end of the quarter, sixteen (16) children exited the shelter. The children's ages varies from nine months old to fifteen years old.

In October, the shelter continued to experience low water pressure after remedying the booster pump and pressure tank situation. Another plumbing service performed further investigation to address the problem. Investigation results brought about new problems such as electrical overloading and piping connections. The program alerted the property owner of the investigation results who then worked together with the program to resolve these problems. The shelter's low water pressure and booster pump crisis had been resolved on November 29<sup>th</sup>. Because of the multiple reports of problem with the building since May, the property owner verbally advised the program prior to the renewal of the rental agreement in September to look for another home.

Having experienced these multiple problems, the program religiously started looking for other means to improve the shelter environment where it would comply with the Child Care License and as a result, led to the Rigalu House project. The program's goal was to obtain a permanent home conducive to the needs of the children and to comply with the Child Care License. First Lady Christine Calvo offered her support in making this a reality through the Rigalu Foundation. The First Lady's project is called Rigalu House. The initial meeting regarding this project took place on November 5<sup>th</sup> at Catholic Social Service. Present at this meeting were CSS Executive Director, Alee Shelter's Program Manager, BOSSA Administrator, CSS Development Office Staff, First Lady and Governor's Office Staff. The first event for the Rigalu House project was on December 12<sup>th</sup> called the telethon, where different organizations are invited to share about their programs and viewers will be calling in to make pledges for this cause. Along with that, raffle tickets at \$5.00 are being sold. All the organizations are given 200 tickets to sell, 20% of that 200 tickets sold will be given back to the organization. The goal for the pledges was \$100,000 and pledges that night exceeded by \$19,000. Following the telethon event, a moving forward meeting for the Rigalu House project took place on December 18<sup>th</sup>. Present in the meeting were First Lady, Rigalu Foundation Board Member, CSS-Alee Shelter, Department of Public Health Director, BOSSA Administrator, Land Management, GHURA Acting Executive Director, Representative from Governor's Office.

The child care license that expired on September 19 was renewed for another six months, and the new expiration date is March 19.

The Part III (age 3 - 6 years) of the Project Karinu "Incredible Years" program conducted by group leaders Terry Aguon and/or Dr. Lilli Perez resumed on September 18, 2012. This program of nine sessions was completed November 2012.

Alee Shelters program manager and staff continue to strive to support and give utmost dedication to serving the women and children that arrive at the doors.

During the months of October, November, December Alee I sheltered **fifteen (15)** women, three (3) Chamorro, six (6) Chuukese, two (2) Caucasian, one (1) Japanese, one (1) Filipino, one (1) Mexican, , and one (1) Filipino/Japanese and their **fourteen (14)** children.

Alee Children's shelter completed the quarterly count with **twenty (20)** children. Three of the children are returning clients. Our records show **two (2)** Pohnpeian, **nine (9)** Chamorro, **three (3)** Chuukese, **one (1)** African American, **one (1)** Chamorro/African American, **one (1)** Chamorro/Pohnpeian, **one (1)** Caucasian/Filipino, **one (1)** Japanese/Filipino.

Crisis Hotline Alee Shelter I responded to **two hundred sixty-five (265)** inquiry and intake calls for the quarter. Of the two hundred sixty-five, **twenty-six (26)** were eligible. Fifteen (15) women were received into the shelter, zero (0) stayed elsewhere, eleven (11) did not call back for services. **One hundred ninety-four (194)** were not eligible for services but referred to other agencies or miscellaneous calls. One (1) Adult Protective Services, fifteen (15) were referred to Guma San Jose homeless shelter, two (2) GHURA, zero (0) Counseling, nineteen (19) Alee Office, five (5) GPD, zero (0) Salvation Army, zero (0) Navy Family Advocacy, zero (0) Office of the Attorney General, six (6) Immaculate Heart of Mary (IHOM), three (3) Department of Mental Health, zero (0) Parenting Class, one (1) CPS, three (3) Guam Legal Services, zero (0) Japan Consulate, zero (0) Community Habilitation Program, zero (0) VARO, one (1) One Stop Career Center, two (2) Catholic Social Service, one (1) Ina'fa Maolek, one (1) Guma Mami, one (1) Guam Family Justice Cener., one (1) Disability Program, two (2) Emergency Receiving Home, one (1) LIHENG, fifty-eight (58) Client related, seven (7) Donation, twenty-four (24) office related, forty (40) miscellaneous calls. **Forty-five (45)** women were seeking information only.

Therapeutic outings for the children this quarter were:

- Kids for Kids Carnival at Bishop Baumgartner Catholic School (October 13<sup>th</sup>),
- Dinner meal at Santa Barbara Parish (October 24<sup>th</sup>), Guam Early Intervention Jamboree (October 26<sup>th</sup>)
- McDonald's treat sponsored by Francis and Felisha Diaz,
- Santa Barbara Parish (November 14<sup>th</sup>)
- Guam Island Telephone Directory (November 16<sup>th</sup>)
- Rhoda Gaba of CPS (November 17)
- Academy of Our Lady of Guam (AOLG) Soroptomist (November 19)
- Mustard Seed Inc. (November 20)
- Harvest Christian Academy (December 1)
- Santa Barbara Parish (December 12)
- Alee Shelter Staff & Client Christmas Party (December 17<sup>th</sup>)
- Calvary Christian Guam (December 20<sup>th</sup>)
- Ernst & Young Staff (December 21<sup>st</sup>)

- Carmen's Mexican Restaurant (December 22<sup>nd</sup>)
- Ben Cook & Eagle Scouts (December 22<sup>nd</sup>)
- Marianas Christian Fellowship (December 23<sup>rd</sup>)
- Hyatt Regency with First Lady and the Rigalu Foundation (December 23<sup>rd</sup>)
- First Lady and Senator Elect Brant McCreadie (December 24)
- Mr. Kevin An Delgado & Santa Teresita Parish (December 30<sup>th</sup>)

The Community Support continues their monetary and in-kind donations

Monetary donation received this quarter from twenty (20) donors and Christmas charity tree donation was \$13,466.09. The break down per month is: in October, two (2) donors total amount of \$2,000, in November, two (2) donors total amount of \$1,058.09, and in December, sixteen (16) donors total amount of \$9,839.00. In addition to December, a total collection of \$568.93 from the Dr. Shieh's Christmas Charity Tree at GPO.

In-kind donation received in October from Saint Francis Catholic School Kindergarten class were clothing and footwear that they outgrew for the children at Alee II. In November, Suncare Distributors donated a variety of frozen fish; Zumba class,(Instructors: Mr. Patrick Cruz and Ms Rita Taitague) purchased five hundred dollars worth of toiletries and toys supplies; The Love to Gift Inc. delivered a cake and gift for the lone birthday celebrant on November 7<sup>th</sup>; Ms. Vesna Gaddy c/o Natalie de Leon donated birthday cake and gift for November celebrant and baked cup cakes for the Client & Staff Christmas Party on December 17<sup>th</sup>. Moreover, Saint Anthony Catholic School, Bishop Baumgartner Catholic School, Academy of Our Lady of Guam and Lots of Learning Center each of them sponsored a Thanksgiving Drive of canned goods, dry packages, and toiletries and donated them to the Alee Shelter.

INKIND DONATIONS continue to be dropped at the office, which consist of clothing, toys, house wares, furniture, and miscellaneous supplies, which are being distributed amongst the shelter clients as well as Guma San Jose and CSS main office. However, most of the donations are used and not very pleasing.

  
 SR. BRIGID PEREZ, RSM - Program Manager



**Catholic  
Social  
Service**

*Catholic Charities Guam*

August 1, 2013

234A U.S. Army Juan C. Fejeran Street  
Barrigada, Guam 96913  
Tel: 671-635-1406 Fax: 671-635-1444  
Email: [css@guam.net](mailto:css@guam.net)  
Website: [www.catholicsocialserviceguam.org](http://www.catholicsocialserviceguam.org)



Archbishop Anthony S. Apuron  
OFM CAP D.D.  
President / Chairman  
Board of Trustees

Diana B. Calvo  
Executive Director

Jesse S. Catahay  
Deputy Director

**TO: DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
123 Chalan Kareta  
Mangilao, Guam 96913**

**PROJECT REPORT**

**CONTRACTOR: CATHOLIC SOCIAL SERVICE  
#234- A U.S. Army Juan JC Fejeran Street  
Barrigada Heights, Guam 96913**

**PROGRAM TITLE: TITLE XX**

**PROJECT: ALEE EMERGENCY SPOUSE ABUSE  
& CHILDREN'S SHELTER**

**QUARTER  
ENDING: March 31, 2013**

**PREPARED BY: *Sister Brigid Perez, R.S.M.*  
**SR. BRIGID PEREZ, R.S.M.**  
PROGRAM MANAGER, ALEE SHELTER**

**APPROVED BY: *Diana Calvo*  
**DIANA B. CALVO**  
EXECUTIVE DIRECTOR**

**SUBMISSION DATE: August 1, 2013**



*"Respecting The Dignity Of The Human Person Through Service"*



**CATHOLIC SOCIAL SERVICE  
ADMINISTRATION QUARTERLY REPORT**

<u>PROGRAM</u>	<u>QUARTER</u>	<u>DATE</u>
Alee Shelter	January, February, March	2013

**SUMMARY OF ACTIVITIES:**

The 2nd quarter for fiscal year 2013 was extremely busy with various activities and program challenges.

Alee Shelter participated in activities, trainings/conferences, and meetings.

January/February/March activities:

- CSS Management Meeting (January 7<sup>th</sup>)
- Guam Coalition Against Sexual Assault & Family Violence (January 8<sup>th</sup>)
- Rigalu House Project Committee Meeting (January 23<sup>rd</sup>)
- Meeting with Health Services of the Pacific (HSP) Facilitator for prospective TH client (January 24<sup>th</sup>)
- GCO-FPO Sub-grantees (January 29<sup>th</sup>)
- Family Justice Center (January 31<sup>st</sup>) The FJC meeting was cancelled when only three people showed up.

Trainings:

- Office of Civil Rights Online Certification as required by the Department of Justice, Office of Violence Against Women (PM & AA) (January 4<sup>th</sup>).
- Webinar Training on 16 Trauma-Informed, Evidence-Based Recommendation for Advocates Working With Children Exposed to Intimate Partner Violence (SW & AA) (January 23<sup>rd</sup>).
- Individualized Education Programs Parent Training hosted by Parent Training Information Center, former PIRC Office in Agana (O. Cruz) (January 17<sup>th</sup>, 24<sup>th</sup>, & 31<sup>st</sup>)

Others:

- 2013 Homeless Point In Time (PIT) Count (SW) (January 25<sup>th</sup>)
- Division of Senior Citizen site tour of Catherine's Home (January 29<sup>th</sup>)
- 2<sup>nd</sup> quarter preventive maintenance for the fire alarm (January 30<sup>th</sup>)

The Memorandum of Understanding (MOU) for the FY 2012 STOP VAW Grant Award Number 2012-WF-AX-0018 for budget period July 01, 2012 to March 31, 2014 for the amount of \$20,900.00 was signed and submitted to GCO-FPO on January 14<sup>th</sup>. The work request for this grant is forthcoming.

Citibank Women (Connie C. Moral-Mayers, Rosemary Atalig, Elizabeth Chaco and Mary Sablan) volunteered their services and conducted a Financial Literacy Workshop/Presentation to women only on the topics of Importance of Savings and Budget at Catholic Social Service Conference Room on March 2<sup>nd</sup> in conjunction with International Women's Day Celebration. Alee Shelter Program and Citibank Connie C. Moral-Mayers coordinated the event. An e-mail

invitation was sent out to other programs of CSS, Alee's community partners, staff and their families at which some of them attended. The feedbacks received from the attendants were very positive and found it very informative and helpful.

Alee I Family Violence Domestic Program- served eight (8) women and their **twenty (20)** children. By the end of the quarter, all of the women exited the shelter. Two transitioned into Guma San Jose Homeless Shelter while the other one transitioned to Oasis Empowerment Center. With the inflow of clients at unexpected times and unknown exit date and lack of staff, support and assistance is still being extended by the Alee Office.

Staff turn over was an issue this quarter. Overtime hours were necessary to operate the short staffed shelter in addition to assistance extended by the Alee Shelter Office staff. These terminations and resignation left the shelter with four full time and a part-time position open. One resigned to take effect immediately and the other was termination due to abandonment of job. Interviews continue to be scheduled while an Alee II staff is being detailed to Alee I.

M. Philip	Resigned 2/5/13
T. Roberto	Terminated 2/8/13
K. Mori	Terminated 2/8/13
K. Castro	Terminated 2/15/13
M. Collado	Hired 2/18/13 Resigned 2/22/13
A. Hualde	Hired 2/18/13 Resigned 3/20/13
	Hired 2/26/13 Resigned 2/28/13 Re-hired at
C. Candaso	ERH

Three were hired in March to fill the three vacant positions. However, another resigned leaving one full-time and one part-time positions open.

The Transitional Housing Program served **two (2)** women and **five (5)** children. Two clients occupied units B1 & B5. Unit B7 remains unoccupied after former client K.V. who exited in December left behind damages that is now pending repairs. Client LT exited the program in mid January and client LK who was a former client of the Family Violence Shelter with a terminally ill child immediately occupied the unit.

The Alee II Children's Shelter served **fifteen (15)** children for the quarter. By the end of the quarter, five (5) children transitioned from the shelter. The children's ages varies from five months old to eleven years old. The shelter's child care license maximum capacity is twelve children. However, the Program Manager continues to accommodate Child Protective Services (CPS) to provide shelter temporarily on a case-to-case basis.

There are six children who have been with the program for a while who are being transported to and from school whose schools are not within district. There has also been a weekly visitation with family and other appointments. Thus, gasoline expenses are ever increasing. One of the vehicles 2003 Mazda Protégé broke down and had to be taken to the shop for maintenance and repair.

The program purchased an electric dryer to replace Alee II's dryer by purchasing one from its donation funds. Additionally, the maintenance person repaired the exhaust fan in the girls' bathroom

In the early part of the quarter, the program experienced staffing challenges. Either a staff was on scheduled personal leave, emergency leave due to a death in a family off-island, or out sick. The Alee Shelter Office (Program Manager, Social Worker, and Administrative Assistant) provided assistance during the staff shortage and while others had to work over time to continue the operation of the shelter. At times, the shelter needed the assistance of CPS to assist with transportation during visitation, which was a great help to the program. The shelter was shorthanded in February when a staff tendered her resignation in the middle of the month. Program conducted interviews for the vacant position at Alee II. The program recommend the applicant thus filled the position in March.

The Child Care License for the shelter was expiring on March 19, 2013. After completing and passing the required inspections, the program submitted the application to renew the Child Care License to Department of Public Health.

The next project for Alee II is to obtain a permanent home conducive to the needs of the children and to comply with the Child Care License. First Lady Christine Calvo offered her support in making this a reality through the Rigalu Foundation. The name for The First Lady's project is Rigalu House. Regular monthly meetings are taking place to see this project through. On January 25<sup>th</sup>, the Rigalu House Project Committee was given a tour of the available government property and Chamorro Land Trust property where the Rigalu House can be built on.

Alee Shelters program manager and staff continue to strive to support and give utmost dedication to serving the women and children that arrive at the doors.

During the months of January, February, March, Alee I sheltered **eight (8)** women, two (2) Chamorro, two (2) Chuukese, one (1) Mexican, one (1) Hispanic, one (1) Palauan, one (1) Japanese/Caucasian and their **twenty (20)** children.

Alee Children's shelter completed the quarterly count with **fifteen (15)** children. Our records show **ten (10)** Chamorro, **two (2)** Pohnpean, and **one (1)** Chamorro/Pohnpean, and **one (1)** Chamorro/Palauan, **one (1)** Filipino/French.

Crisis Hotline Alee Shelter I responded to **two hundred three (203)** inquiry and intake calls for the quarter. Of the two hundred three, **fourteen (14)** were eligible. Seven (7) women were received into the shelter, one (1) decided to stayed elsewhere, six (6) did not call back for services. **One hundred seventeen (117)** were not eligible for services. Fifteen (15) were referred to other agencies. Twelve (12) were referred to Guma San Jose homeless shelter, one (1) Sanctuary, one (1) Adult Protective Services, and one (1) CPS. One hundred two (102) not referred; thirty (30) Client related, five (5) private caller, one (1) wrong number, forty-nine (49) office related, seventeen (17) miscellaneous calls. **Seventy-two (72)** women were seeking information only.

Therapeutic outings for the children this quarter were:

- Island Telephone Directory dinner at CSS
- Santa Barbara Meal, Santa Barbara Church

For the 2nd quarter, the program received monetary donation from nine (9) donors totaling \$3,266.

In-kind donations received from:

- Santa Barbara Catholic School First Holy Communion Students donated toiletries.
- San Dimas and Our Lady of the Rosary Catholic Church donated 20 Christmas gift bags of items for infants.
- Ms. Rekka Sadwhani donated pizza and drinks for the children..
- The students of Chief Brodie II Headstart donated canned goods.
- Island Stunnerz (Island Women's Tackle Football Team) sponsored a clothing and canned food drive for the program which they delivered on January 15<sup>th</sup>.
- Calvin Klein Outlet donated items that were part of the inventory clearance that had some damages or not applicable for retail.
- Love to Gift, Inc. hosted a birthday party for one of the birthday celebrants.
- Ms. Vesna Gaddy through Natalie de Leon of Erica's House baked and delivered a birthday cake for the January birthday celebrants.
- Ms. Celeste Almira delivered 5 packages of 8 paper towel rolls and two cases of real fresh milk.
- Our Lady of the Blessed Sacrament Chapel donated canned goods and miscellaneous items for shelter use.
- The George Washington High School students under the instruction of Melissa Palomo for Early Childhood Program made valentine cards, crafts and candies for the children's valentine activity.
- PBS Guam KGTF Channel 12 together with Ambros Inc., Macy's, Big Fish, Graphic Center Inc. paid a Valentine's Day visit on February 14<sup>th</sup> to Alee Shelter Office and brought Clifford the Dog, toiletries, cereals, and coloring books for the children.
- Leila-Rae Duenas - 2013 Bella BMX Purple 20" bicycle for girls valued at \$140.00
- A/C Technology, Francisco Perez, Owner donated his services valued at \$100 for office's a/c maintenance and service
- Our Lady of the Blessed Sacrament Chapel donated canned goods and miscellaneous items for shelter use.
- International Distributors donated a case of hotdog meat and a case of fuji red apples for Alee Shelter's contribution to the CPS Easter Egg Hunt held March 24<sup>th</sup>.

INKIND DONATIONS continue to be dropped at the office, which consist of clothing, toys, house wares, furniture, and miscellaneous supplies, which are being distributed amongst the shelter clients as well as Guma San Jose and CSS main office. However, most of the donations are used and not very pleasing.

  
**SR. BRIGIDA PEREZ, RSM Program Manager**



**Catholic  
Social  
Service**

*Catholic Charities Guam*

July 10, 2013

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**TO: DEPARTMENT OF PUBLIC HEALTH & SOCIAL SERVICES  
123 Chalan Kareta  
Mangilao, Guam 96913**

**PROJECT REPORT**

**CONTRACTOR: CATHOLIC SOCIAL SERVICE  
#234- A U.S. Army Juan JC Fejeran Street  
Barrigada Heights, Guam 96913**



**PROGRAM TITLE: TITLE XX**

**PROJECT: ALEE EMERGENCY SPOUSE ABUSE  
& CHILDREN'S SHELTER**

**QUARTER  
ENDING: June 30, 2013**

**PREPARED BY: Sister Brigid Perez, R.S.M.  
SR. BRIGID PEREZ, R.S.M.  
PROGRAM MANAGER, ALEE SHELTER**

**APPROVED BY: Diana Calvo  
DIANA B. CALVO  
EXECUTIVE DIRECTOR**

**SUBMISSION DATE: July 10, 2013**



**"Respecting The Dignity Of The Human Person Through Service"**



**CATHOLIC SOCIAL SERVICE  
ADMINISTRATION QUARTERLY REPORT**

**PROGRAM**  
Alee Shelter

**QUARTER**  
April, May, June

**DATE**  
2013

**SUMMARY OF ACTIVITIES:**

The 3rd quarter for fiscal year 2013 was extremely busy with various activities and program challenges. In April, there was Sexual Assault and Child Abuse Prevention Awareness, and Crime Victims Rights Week. In May, Law Week and Foster Care were recognized. In June, school year 2012-2013 ended and summer break kicked in.

Alee Shelter participated in activities, trainings/conferences, and meetings.

April/May/June activities:

- Guam Coalition Against Sexual Assault & Family Violence Meeting (April 16<sup>th</sup>)
- CSS Marketing/Management Meeting (April 18<sup>th</sup>)
- Guam Family Justice Center Meeting (April 25<sup>th</sup>)
- Proclamation Signing & Remembrance Ceremony (Child Abuse Prevention/Sexual Assault Awareness/Crime Victims' Rights Week) at Latte of Freedom, Adelup Governor's Complex (April 1<sup>st</sup>)
- Rigalu House Development Committee Meeting at Government House (April 24<sup>th</sup>)
- Crime Victims' Rights Week Ceremony at Harvest Christian Academy Family Life Center (April 24<sup>th</sup>)
- Proclamation Signing for 2013 Law Week "Realizing the Dream: Equality for All" at Supreme Court (April 29<sup>th</sup>)
- Proclamation Signing (Foster Care Month) at Governor's Conference Room (May 10<sup>th</sup>)
- CSS 5K Run Meeting at CSS (May 3<sup>rd</sup>)
- VARO Training as presenter at Dededo Precinct (May 11<sup>th</sup>),
- CSS Marketing/Management Meeting (May 16<sup>th</sup>)
- Guam Family Justice Center Meeting (May 30<sup>th</sup>)
- Round Table Discussion with Random Women Rally (RaWR) members at Guam Community College Library Conference Room (May 17<sup>th</sup>)
- Guam Family Justice Meeting at Dededo Precinct (May 30<sup>th</sup>)
- Guam Coalition Against Sexual Assault and Family Violence (June 11<sup>th</sup>)
- CSS Marketing/Management Meeting (June 20<sup>th</sup>), Governor's Community Outreach - Federal Programs Office Subgrantees Meeting (June 28<sup>th</sup>)
- 

Outreaches/Prevention Services:

- Parent-Teacher Conference at Okkodo High School (April 10<sup>th</sup>)
- Parent Fair at Finegayan Elementary School (April 12<sup>th</sup>)
- Passport to Services at Agana Shopping Center (April 19<sup>th</sup>)
- The Clothesline Project at Agana Shopping Center (April 20<sup>th</sup>)

- Guma Mami wave at ITC intersection (April 16<sup>th</sup>)
- Immaculate Heart of Mary (IHOM) wave at Toto Intersection (April 25<sup>th</sup>)
- Law Day Outreach at Micronesia Mall (May 4<sup>th</sup>)
- Foster Care Wave at Chamorro Village (May 24<sup>th</sup>)

#### Trainings:

- “Strengthen Our Links: Guam’s Early Childhood System of Care” under Project Tinituhon (April 03-04)
- Grant Writing & Financial Management sponsored by Payu-Ta Inc. and U.S. Department of Health and Human Services Office of Minority Health Resource Center held at Unnai Room, Westin Resort Guam. Grant Writing (April 8-10), Financial Management (April 12<sup>th</sup>)
- 2013 Strategic Planning Coalition Retreat at The Proa, Guam Marriot Resort & Spa (April 18-19)
- Parenting Class on Effective Discipline held at Erica’s House (completion date April 29<sup>th</sup>)
- Fair Labor Standards Act clinic at Department of Labor (May 7<sup>th</sup>)
- CPR/First Aid Training at PNG Child Care Center (May 18<sup>th</sup>)
- BT-A Pesticide Training at Macy’s (May 25<sup>th</sup>)

#### Others:

- Phoenix Pacific Guam Inc. performed the third quarter prevention services for the fire alarm (April 9<sup>th</sup>)
- New Employee Orientation at CSS Conference Room (April 24<sup>th</sup>)
- Frail Elderly Mass @ CSS (May 1<sup>st</sup>)
- Guma San Jose Kitchen Ribbon Cutting (May 3<sup>rd</sup>)
- First Lady’s Gala at Hilton Guam Resort (May 11<sup>th</sup>)
- Soroptomist International of the Marianas Check Presentation at Sea Grill (May 14<sup>th</sup>)
- Interviews for Shelter Workers (Alee I/II) and Social Worker (TH) vacant positions (June 13<sup>th</sup> & 19<sup>th</sup>)

The visiting Leadership Team from the Sisters of Mercy, South Central at which the Program Manager is a member of was given a tour of the program on May 1<sup>st</sup>. Ms. Monica Rowsey, Victim Specialist for Federal Bureau of Investigation out of Honolulu Office paid a courtesy visit to the program on May 2<sup>nd</sup>.

The program experienced staff changes. In this quarter the program filled two vacant positions at Alee I. Staff M. Appleby (eff. 04/01/13) and staff M. Quintanilla (eff. 4/03/13). Staff L. Managaytay who was hired on March 25<sup>th</sup>, transferred to another program within CSS on June 22<sup>nd</sup> thus, leaving a vacancy of one full-time. The vacancy for part-time is yet to be filled. At Alee II, two staffs resigned. They are C. Guhit (eff. 5/14/13) and C. Santos (eff. 5/26/13). C. San Nicolas was hired on May 20<sup>th</sup> to fill one of the vacant positions. There are two official volunteers at Alee II. However, one of them has terminated her services effective May 20<sup>th</sup>.

After several follow-ups with the refund of the security deposit for the former Alee I house that was rented from Mr. Guo-Ming Whang through Shana Wu, Realtor for Coral Sea Realty then, the refund in the amount of \$1,100.00 was received on June 24<sup>th</sup>. Alee I’s rental agreement expired April 30, 2012. The original security deposit was \$2,500.00. \$1,400.00 was deducted to

pay for repair expenses after being inspected and damages assessed. The damages that were assessed were first and second floors bathroom and kitchen ventilator.

The Sanitary Permit at Alee II with expiration date of June 30<sup>th</sup> was renewed.

The next project for Alee II is to obtain a permanent home conducive to the needs of the children and to be in compliance with the Child Care License. First Lady Christine Calvo offered her support in making this a reality through the Rigalu Foundation. The First Lady's project is called Rigalu House. On May 11, at Hilton Guam Resort & Spa. Sister Brigid Perez, RSM, the Program Manager was honored at the First Lady's Gala for her ten years of service as Program Manager of Alee Shelter. The gala was another form of raising funds for the Rigalu House and at the same time recognizing the donors in the different categories of sponsorships. The First Lady and the Rigalu Foundation will carry out the rest of the details for the acquisition of land, construction of the building, etc. As of the end of third quarter, there hasn't been any update.

Alee I Family Violence Domestic Program- served eighteen **(18)** women and their **twenty-one (21)** children. By the end of the quarter, all of the women exited the shelter. This quarter had been very challenging with some of the clients' behavior. For this quarter, there are four (4) shelter workers, however, one of them resigned/transferred to another program making June 21<sup>st</sup> her last day at Alee. Alee I is still in need of a part-time staff. With the inflow of clients at unexpected times and unknown exit date and lack of staff, support and assistance is still being extended by the Alee Office.

The Transitional Housing Program served **two (2)** women and **five (5)** children. Two of the three units (B1 & B5) are occupied while B7 remains unoccupied. However, a termination of program's services was given to client in B5. Client moved out on June 27<sup>th</sup> after a request for extension was granted. In March, the program manager formally recommended the transfer of the Transitional Housing Program from the management of Alee Shelter to the Executive Office. There was no feedback on the recommendation and thus the program was recalled back to Alee Office on May 28<sup>th</sup>. The position for social worker remains vacant since March 29<sup>th</sup>. An interview was completed on June 13<sup>th</sup>, and the sole applicant who is a male was recommended for the position. His employment will take effect July 23<sup>rd</sup>. In the absence of a social worker, the program manager and the administrative assistant continues to work with the women and provide assistance whenever necessary.

The Alee II Children's Shelter served **nineteen (19)** children for the quarter. By the end of the quarter, six (6) children exited the shelter, but one of them who left in April returned and the other left last quarter, returned at the end of the quarter. The children's ages varies from two months old to fifteen years old. The shelter is licensed to house up to twelve children. However, the Program Manager continues to accommodate Child Protective Services (CPS) to provide shelter temporarily on a case-to-case basis. The Department of Public Health renewed and released the Child Care License at which to expire on March 19, 2014.

Alee Shelters program manager and staff continue to strive to support and give utmost dedication to serving the women and children that arrive at the doors.

During the months of April, May, and June, Alee I sheltered **eighteen (18)** women, six (6) Chamorro, two (2) Chuukese, four (4) Filipino, three (3) Paluans, one (1) Korean, one (1) Caucasian, one (1) Chamorro/Japanese and their **twenty-one (21)** children.

Alee Children's shelter completed the quarterly count with **nineteen (19)** children. Two the children are returning clients. Our records show **fourteen (14)** Chamorro, **two (2)** Pohnpean, and **one (1)** Chuukese, **one (1)** Chamorro/Pohnpean, and **one (1)** Chamorro/Palauan.

Crisis Hotline Alee Shelter I responded to **two hundred twenty-two (222)** inquiry and intake calls for the quarter. Of the two hundred twenty-one, **thirty-eight (38)** were eligible. Eighteen (18) women were received into the shelter, seven (7) decided to stay elsewhere, thirteen (13) did not call back for services. **Thirty-two (32)** women were seeking information only, and **one hundred fifty-two (152)** were not eligible for services but referred to other agencies or miscellaneous calls. Ten (10) were referred to Guma San Jose homeless shelter, two (2) Oasis Empowerment Center, one (1) GPD, two (2) Guam Behavioral and Wellness Center (former DMHS), one (1) Emergency Receiving Home, one (1) Healing Hearts, two (2) CPS, seventy-one (71) Client related, three (3) Donation, forty-one (41) office related, eight-teen (18) miscellaneous calls.

Therapeutic outings for the children this quarter were:

- Ypao Beach Park for Easter Egg Hunt sponsored by Academy of Lady of Guam (AOLG) NHS students (April 1st)
- "Raise Your Voice" Play held at University of Guam Fine Arts Theatre sponsored by First Lady's Rigalu Foundation (April 5<sup>th</sup>)
- Outdoor games and meal at Alee Office grounds hosted by Guam Girl Scouts Troop 15512 (April 20<sup>th</sup>)
- Bowling at Century Plaza sponsored by AOLG NHS students (April 27<sup>th</sup>)
- Farewell/Appreciation get together for volunteer Ms. Durriya Augelli at McDonalds. (May 20<sup>th</sup>).

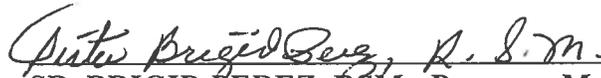
For the 3<sup>rd</sup> quarter, monetary and in-kind donations from the community received are:

- Guam Girls Scouts Troop 15512 donated a check for \$200 and toiletries, story books, clothing, canned goods and snacks.
- The Governor's ServeGuam! Commission along with Guam AmeriCorps Program in recognition of National Volunteer Week/Global Youth Service Day gathered and donated cleaning supplies and other useful items estimated at \$200.
- Proceeds of \$400 (\$300 was a check from Detric & Ebony Harrington and \$100 was from Cecilia Morrison) from Touch of Glamour event 02/02/13 for women only that was sponsored by Ms. Ebony Harrington at John Roberts Power building in Maite.
- Used but usable children's clothing (Ms. Crystal Santos from Calvary Chapel Guam coordinated a children's clothing drive among her church members)
- Soroptimist International of the Marianas donated a check for \$500
- John F. Kennedy High School NHS students donated assorted canned goods
- Kanoa Garrido, a 6<sup>th</sup> grader at Untalan Middle School delivered prepared meal (spaghetti and garlic toasts) and drinks on May 30<sup>th</sup> for the children's dinner as his Community Service Project

- Mr. Nate San Nicolas, a recipient of the Shieh Su Ying Scholar Athlete 2013 sponsored by Dr. Shieh, selected Alee Shelter as its Charity of Choice to receive the \$1,000 check. (June 17<sup>th</sup>)
- Love to Gift, Inc. (Nicole Brindejone, Founder & Nate San Nicolas, Co-Founder) hosted an end of school summer event for the children held at Guam Premium Outlet (GPO). The children were treated to a meal and games at Chuck E Cheese and a movie at Regal Theater (June 9<sup>th</sup>)
- Bank of Hawaii donated their old DELL computers (10 each) and a printer for the program's use on June 10<sup>th</sup>. The program is working with CSS IT department to make sure that the computers are usable.
- The companies IZOD and Calvin Klein continue to donate their damaged/not for resale items to the program. Some of them are still usable. Some of the goods are usable when repaired and some are still usable despite some noticeable damage to the item.

The total monetary donation received from five donors was \$2,100.00.

INKIND DONATIONS continue to be dropped at the office, which consist of clothing, toys, house wares, furniture, and miscellaneous supplies, which are being distributed amongst the shelter clients as well as Guma San Jose and CSS main office. However, most of the donations are used and not very pleasing.

  
SR. BRIGIDA PEREZ, RSM - Program Manager