Resource Club

Every Wednesday at 9:30 am.
Gatekeepers at 223 N. Prospect St, Suite 405
Hagerstown MD 21740
814-574-4354
240-500-7434

Referring Agent: ________________________________

Staff (Print Name) ____________________  Client Name: ____________________

Signature ____________________  Signature: ____________________

Date: ____________________  Date: ____________________
Public Speaking

Two Subjects (10-15 minutes each)

A) Personal life testimony... B) Topic of your choice

**SUBJECT CONSIDERATIONS**

Consider various topics
Talk about what you know... and like
Relax
Talk about something that 'stirs' you
Talk from your heart
Talk about your experiences
# Gatekeepers Client Assessment Form

**Gatekeepers Info & Referral** | **Gatekeepers Support Services**

<table>
<thead>
<tr>
<th>Date of Assessment</th>
<th>Staff/Volunteer Initials</th>
<th>Referring Agency/Church/Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## CLIENT INFORMATION (PLEASE LIST CLIENT FIRST AND INCLUDE ALL ADULTS IN HOUSEHOLD (18 and over first, then household members under 18.)

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>MI</th>
<th>DOB</th>
<th>M/F</th>
<th>Race</th>
<th>Hispanic</th>
<th>Relation to Client</th>
<th>Disability</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Yes/No</td>
<td>SELF</td>
<td></td>
</tr>
</tbody>
</table>

Current Address

**HOUSEHOLD MEMBER INFORMATION** – Only If you are currently head of household.

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
</table>

## ADDITIONAL INFORMATION

List each member on a separate line, if needed use Notes box on back of this form.

**Client's phone number**

<table>
<thead>
<tr>
<th>Marital Status</th>
<th>Single</th>
<th>Married</th>
<th>Separated</th>
<th>Divorced</th>
<th># of years</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Client's Social Security #**

(Last 4 #’s)

<table>
<thead>
<tr>
<th>Total Household Monthly Income $</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Are you receiving:**

<table>
<thead>
<tr>
<th>WIC</th>
<th>Food Stamps</th>
<th>Subsidized housing</th>
<th>RAP</th>
<th>TCA</th>
<th>Other</th>
<th>What?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Veteran?**

Yes No

Years of service?

Relation to Client:

**Mental health diagnosis?**

Yes No

Taking Meds? Yes No

Agency:

**Long Term Disability?**

Yes No

What for?

**Are you currently attending a church?**

Yes No

If so, where?

**Place of Employment?**

Where do you work?

**Current Housing Status?**

Where did you stay last night?

<table>
<thead>
<tr>
<th>Housing is?</th>
<th>Stable</th>
<th>At Risk</th>
<th>Currently Homeless</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Homeless Primary Reason**

<table>
<thead>
<tr>
<th>Own</th>
<th>Rent</th>
<th>Monthly Amount: $</th>
<th>Past due? Yes No</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Number of times Homeless in the past 3 years.</td>
<td>If 4 or more, total # of months Homeless in the past 3 years.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>---------------------------------------------</td>
<td>-------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total # of months continuously homeless immediately prior to project entry.</td>
<td>Continuously Homeless for at least 1 year.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you smoke?</td>
<td># of packs per day</td>
<td>No</td>
<td>Would you like a referral to WCHD?</td>
</tr>
<tr>
<td>Medical Insurance?</td>
<td>Name of insurance?</td>
<td>None</td>
<td></td>
</tr>
</tbody>
</table>

**Detailed information about need(s) and service(s) requested (Case Notes):**

What prison were you recently released from? 

When were you released? ___________________________ How long were you in prison? ___________________________

Who is your probation officer? ___________________________ Their phone number: ___________________________

Highest Level of Education? Diploma GED Some College 2-yr College College Degree Trade School

Other (please explain): ___________________________

**Specific Need Requested:**

- Information and Referral Services
- Job Placement Assistance/Job Club
- Life Development Training (Valor Crisis and Training Center)
- Business Attire (referred to DWC)
- Mentoring (Valor Crisis and Training Center)
- Housing Assistance (Valor Crisis and Training Center)
- Crisis Assistance (Valor Crisis and Training Center)
- Bus Passes (Valor Crisis and Training Center)

I, ____________________________________________, certify that the above information is true and complete.

Client Signature: _____________________________ Date: ________________

Interviewer’s Signature _____________________________ Date: ________________
## NEXT STEPS RE-ENTRY GUIDE

**A Joint Initiative of DLR, Gatekeepers, and The Valor Crisis And Training Center**

<table>
<thead>
<tr>
<th>Objective</th>
<th>Action Program</th>
<th>Target Date</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visit Parole and Probation, 100 W. Franklin Street, 240-420-5140</td>
<td>Parole and probation officers require regularly scheduled contact by telephone or through office visits. They may also check on you at your homes or places of work. They also oversee drug testing and electronic monitoring and ensure you are meeting individual requirements set forth by courts and the Parole Commission.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Register at Washington County Sheriff’s Office, 500 Westar Maryland Parkway, 240-313-2100</td>
<td>Individuals convicted by a court of law of a sexual offense must register. The term and category of registration depends on the crime of conviction, the age of the victim and the date that the offense was committed.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| Obtain Identification                                                    | • REACH of WC, 140 W. Franklin Street, Suite 300, 301-733-2371  
• Turning Point, 328 N. Potomac Street, 301-733-6063  
• Social Security Administration, 1710 Underpass Way, Suite 100, 855-351-7225  
• MVA, 18306 Col Henry K Douglass Drive, 410-768-7000  
For: Photo IDs, Birth Certificates, or Social Security Cards. Without proper ID, you may be unable to find work or housing. Without Income, you will be unable to pay restitution, supervision fees, or child support. REACH of WC Tuesdays and Thursdays 9:00am-1:00pm  
Turning Point, M-Th 8:00am-4:30pm, F 8:00am-3:00pm  
Social Security Admin, 9:00am-4:00pm M/T/Th/F, 9:00am-12:00pm W  
MVA, M-F 8:30am-4:30pm (all services), Sat 8:30am-12:00pm (driver's license services only) |             |                 |
| Visit Department of Social Services (DSS), 122 N. Potomac Street, 240-420-2100 | For: SNAP Application, Social Security Income (SSI), Social Security Disability Insurance (SSDI), Temporary Cash Assistance (TCA), or Health Insurance; DSS also provides child support services; adult, child and family services; family Investment program. Hours M-F 8:00am-4:30pm  
DADS Connection, part of WC Family Center's Young Fathers Program, located at 221 McRand Court, Suite 300, 301-790-4005 M-F 8:00am-4:30pm |             |                 |
| Obtain Employment                                                        | • Contact Goodwill Industries, 200 N. Prospect Street, 301-733-7330  
• Attend DLR Job Club for resume development at American Job Center (One Stop), Mondays from 9:30-11:00am, 14 N. Potomac Street, Suite 100, 301-393-8200  
• Visit Draped with Confidence (DWC) for FREE business attire, 223 N. Prospect Street, Suite 403, Boutique In Suite 106, 240-329-9387  
Goodwill provides employment opportunities and job coaching; as well as opportunities for clients to live independently, earn wages and achieve their dreams. M-F 7:30am-4:00pm  
Job Club educates participants in knowing how to interview, complete job applications, create e-mail addresses, understand employer expectations, be interviewed by local employers, and much more. One Stop provides employment and training services; open 8:00am-4:00pm M-W-F and 8:00am-3:00pm on Th.  
DWC assists men and women in their efforts to transition from training programs, unemployment and/or under-employment to self-sufficiency by providing free, professional clothing. By appointment only M/T/W/F 9:30am-1:30pm. |             |                 |
<table>
<thead>
<tr>
<th>Objective</th>
<th>Action Program</th>
<th>Target Date</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Work Toward Career and Life Goals</td>
<td><strong>Gatekeepers</strong>, 223 N. Prospect Street, Suite 405, 240-469-3462&lt;br&gt;<strong>Valor Crisis and Training Center</strong>, Earn While You Learn Program, 223 N. Prospect Street, Suite 403, 240-329-9387&lt;br&gt;<strong>Washington County Free Library</strong>, 100 S. Potomac Street, 301-739-3250</td>
<td>Gatekeepers provides critical career and life management skills and opportunities that may have never been learned or have been lost during incarceration. Wednesdays in Suite 405, 9:00am-12:00pm and Saturdays 9:30-11:30am at Bridge of Life Church, 6 S. Potomac St. Coaching and mentoring by appointment only. Earn While You Learn free classes scheduled daily M/T/W/Th/F. Visit <a href="http://www.thvalorcenter.org/schedule">www.thvalorcenter.org/schedule</a> for more details. Their computer lab creates an environment for self-paced learning. Lab open by appointment only. WC Free Library offers free computer and technology classes. Registration is required for each individual class you wish to attend. Sign-up online at <a href="http://www.washco.lib.org">www.washco.lib.org</a> through Event Calendar or by calling 301-739-3250, ext. 300. Seating is limited.</td>
<td></td>
</tr>
<tr>
<td>Obtain Housing Counseling, Crisis Assistance and Self-Sufficiency Case Management</td>
<td><strong>Valor Crisis and Training Center</strong>, 223 N. Prospect Street, Suite 403, 240-329-9387</td>
<td>Promotes self-sufficiency and improving quality of life and economic viability for WC residents. Provides financial, resource, and support services for rent, security deposits, utility deposits/shutoffs, baby supplies and other basic needs. M-W 9:30am-1:30pm, by appointment only.</td>
<td></td>
</tr>
<tr>
<td>Visit WC Health Department</td>
<td><strong>Main Office</strong>, 1302 Pennsylvania Avenue, 240-313-3360&lt;br&gt;<strong>Behavioral Health Services Office</strong>, 13114 Pennsylvania Avenue, 240-313-3310</td>
<td>Provides the following services: Adult Services, Behavioral Health, Children's Health, Communicable Diseases, Environmental Health, Maternal &amp; Reproductive Health, Trauma, Wellness &amp; Health Promotion, Substance Abuse, and Mental Health Services. They also help consumers look for health insurance coverage options through the Marketplace, including completing eligibility and enrollment. Main Office 8:00am-5:00pm M-F, Behavioral Health Services 8:00am-7:00pm M-Th, 8:00am-5:00pm F</td>
<td></td>
</tr>
<tr>
<td>Obtain GED or Continuing Education</td>
<td><strong>Hagerstown Community College (HCC)</strong>, 11400 Robinwood Drive, 240-500-2000</td>
<td>HCC offers a diverse array of courses and programs to address the curricular functions of university transfer, career entry or advancement, adult basic skills enhancement, and general and continuing education. To speak with an admissions representative, call 240-500-2288 or email <a href="mailto:admissions@hagerstowncc.edu">admissions@hagerstowncc.edu</a>.</td>
<td></td>
</tr>
</tbody>
</table>

Notes/Remarks:

I understand that if I fail to complete these next steps by the agreed upon target date, I may be asked to leave the program.

Client Signature: ___________________________  Date: ___________________________

<table>
<thead>
<tr>
<th>Mental Health</th>
<th>Addiction and Recovery</th>
<th>Emergency/Transitional Housing</th>
<th>Miscellaneous</th>
</tr>
</thead>
<tbody>
<tr>
<td>Potomac Case Management 301-791-3087</td>
<td><strong>Wells House</strong> 301-739-7775 M</td>
<td><strong>REACH of WC - Cold Weather Shelter</strong> 301-739-2371 M/W</td>
<td><strong>Mt. Hope Prison Ministries</strong> (301) 791-2350</td>
</tr>
<tr>
<td>Turning Point 301-733-6220</td>
<td><strong>W House</strong> 301-791-7826 W</td>
<td><strong>Rescue Mission</strong> 301-739-1165 M</td>
<td><strong>Community Action Council</strong> 301-787-4161</td>
</tr>
<tr>
<td>WC Mental Health Authority 301-739-2480</td>
<td><strong>Cameo House</strong> (240) 813-3283 W/C</td>
<td><strong>Celebration Ministries</strong> 301-893-4377 M</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Hagerstown AA</strong> 301-733-1109</td>
<td><strong>Potomac Case Management</strong> 301-791-3087 W/C</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Celebrate Recovery</strong> 301-893-4377 M/W/C</td>
<td><strong>Salvation Army</strong> 301-739-6737 W/C</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>CASA</strong> 301-739-6220 W</td>
<td><strong>North Point Veterans Home</strong> 240-500-3105 M/W</td>
<td></td>
</tr>
</tbody>
</table>

Additional Resources Above (M=Men, W=Women, C=Children)
GATEKEEPERS RESPONDS TO BASIC NEEDS

MASLOW'S HIERARCHY

- **Self-actualization:** achieving one's full potential, including creative activities
- **Esteem needs:** prestige and feeling of accomplishment
- **Belongingness and love needs:** intimate relationships, friends
- **Safety needs:** security, safety
- **Physiological needs:** food, water, warmth, rest

*Source: Simply Psychology*
The Washington County Maryland project is a collaboration of several groups: Celebrate Recovery, Knights of Malta, Kairos Prison Ministry in Maryland, Street Reentry of Maryland, and Gatekeepers. The faith-based organizations got together recently to share a common observation: Returning citizens leaving prison with a strong resolve to lead a productive life face a great hurdle if they do not have SAFE HOUSING in a welcoming community.

The experience of Gatekeepers is instructive. This organization was started three years ago by a released inmate. Gatekeepers provides a life-skills program called "Business of Living." Over 200 men and women have come through Gatekeepers' doors. What became evident is that no matter how well prepared they were for employment, the probability for success dimmed significant without spiritual growth and safe housing.

Life on the streets without a safe place to live and supportive friends leads the returning citizen into neighborhoods with all the old temptations: drugs, alcohol, prostitution, crime.

On the other hand, fellowship nurtures sobriety, growth, maturity and stability. The Celebrations Ministries housing program provides accountable and affordable Christ-Centered community housing. The program provides a level of accountability and a place to develop necessary life skills, while providing residents a safe, clean, harmonious, drug and alcohol free housing in a relational community. This provides residents of the housing community the stepping stones needed to help them successfully reenter society as a disciplined disciple of Jesus Christ.

Through partnership with Celebrate Recovery, Kairos mentoring that starts in prison and continues after release, and Gatekeepers meet-at-the-gate-reentry model, we have a process that works to liberate returning citizens from addiction, reduces recidivism, and makes society safer.

The Maryland Justice Reinvestment Act provides for early release of non-violent offenders. More inmates will be released soon. Some will go home to their families but many have been lost touch over the years with their families. Where will they go? Back to the neighborhoods where they got in trouble? Or to safe places where religious values are lived every day?
Bill Gaertner is the founder and leader of Gatekeepers in Washington County, a program that helps ex-offenders transition back into their communities after serving in prison.

How does he know what they need? He’s been in their shoes. Gaertner served eight-and-a-half years in prison for domestic abuse. In fact, he’s still on probation.

The story of his own search for redemption would sound familiar to a Catholic audience.

“A Catholic deacon at the Metropolitan Transition Center gave me Henri Nouwen’s Book, ‘The Return of the Prodigal Son,’ based on Rembrandt’s painting. It became my Bible,” Gaertner said in an earlier interview. “I still carry it around with me wherever I go. It was the foundation for my re-entry program. I got out Sept. 23, 2013, and six days later went to St. Mary’s in Hagerstown. I walked into the 9:30 Mass and there was a life-sized painting of the Prodigal Son. I cried and knew then that this was where I belonged. That is how Gatekeepers started (in 2014). It is all based on the Prodigal Son.”

Gatekeepers operates out of a sparse office in Hagerstown and runs on a “keep-it-simple” philosophy. One of its most valuable tools is a one-page checklist that helps ex-offenders navigate their return to the community. The No. 1 task? Being responsible by reporting to probation/parole, as required. But the sheet of paper is more than a to-do list. Gaertner also has worked with agencies and nonprofit organizations so he knows where to direct people who need clothes, or a place to stay or a hand in finding work.

Those who come through the Gatekeepers’ door also find they have to take responsibility for themselves. They learn, or re-learn, basic job readiness, job skills and life skills. When inmates complain about things they cannot do, Gaertner reminds them off all that they can accomplish. After all, he said, people who graduate from Harvard and Yale have limits, too – but those people don’t dwell on what they cannot do.

If that sounds a little like coaching, the athletic shoe fits. Gaertner was the point guard on a junior college team from Independence, Kan., that won a national championship. He coached at the college level, including a stint at Towson University. He coached with the legendary Jim Valvano at Johns Hopkins, the University of Connecticut and Iona. He was the head coach at Norwich University in Vermont.

He was inducted into the New England Basketball Hall of Fame in 2015 in the Pathfinders Category for people with New England roots who left the region and earned great distinction in basketball and/or society.
Those coaching skills and basketball connections still pay dividends. Basketball, Gaertner said, is “the common language” inside prisons. He goes into federal prisons in West Virginia, state prisons in Maryland and local detention centers to give Gatekeeper Re-Entry Seminars, preparing men and women to come back into society. He uses his experience of being on the inside to help others prepare for life after the prison gate swings open for them.

But faith remains his foundation. He attends Mass regularly and this year was enrolled as an oblate novice at the Benedictine community of St. Anselm’s Abbey in Washington, D.C. He also serves on the board of directors of Horizon Goodwill and The W House of Hagerstown (a residential and outpatient community substance agency for women). He’s also a member of Maryland’s Justice Reinvestment Advisory Board.

“The only way I can say I am sorry to my victim and others I harmed is to wake up every day and do the best (I can) and be the best person I can be that day,” he said.
THE FIRST MINUTES OF FREEDOM
(WITHOUT GATEKEEPERS)

Getting released from prison can be one of the happiest moments for some. But that joy can fade quickly when the realities of life in the free world take hold. The reality is that most have great fear about facing the world—and failure—once again. $50 in cash is what you’re handed when you’re released from prison. You walk out at 5pm and look around. Not much seems different—hopefully it’s different enough to keep you from a repeat performance.

You head toward your aunt’s house. It’s the address you gave Case Management. Most of your family and friends rejected you after hearing about this “trip” to prison but you hope she will let you stay a few nights. As you walk the streets and ride the bus, familiar faces from your past—drug users, dealers and prostitutes—you are immediately confronted with temptation. You might even be offered the opportunity to make a deal that will increase your start-up funding by at least tenfold: just sell a little crack.

You get to your aunt’s house at 7pm only to find out she will not let you stay the night, or any night. She makes you a sandwich and sends you away. You throw your laundry bag containing your prison possessions (a few changes of underwear, socks, and t-shirts and maybe a fan and some shower shoes) over your shoulder and leave.

You’re hungry, but money is tight. The dollar menu at McDonalds is your lean cuisine—$45 left.

It’s getting dark. You look around for a place to sleep for the night and find some bushes and trees in the nearby park that you think you can crawl into and not be seen by the cops. It’s summer time and won’t get too cold at night and it doesn’t look like it is going to rain.

An ambulance siren wakes you at 5:00 a.m. It’s the next morning, time for your first parole visit ... can’t be late or you’ll get revoked. You’re not familiar with the bus system and it takes you 30 minutes to plan your route. One wrong move will cost you time, money and maybe your freedom. One dollar, five busses and three hours later, you arrive at the parole office just in time. You anxiously wait for two hours before you are called in to see your parole officer. She isn’t rude, but she sure isn’t welcoming you with open arms. $14 in parole fees are due. $31 left.

It’s past lunch by the time you leave parole. You are starving. McDonalds again. $26 left. You use the McDonalds bathroom to clean up a little bit. You search the neighborhood for a thrift store. No one will hire you if you are wearing the ill-fitting clothes you wore walking out of prison. You find dress pants, a shirt, a tie and a pair of shoes at the local thrift store for $10. $16 left.

You are dedicated enough to find a local unemployment center that offers computers to start your job search. Tomorrow you will hit the streets and fill out applications after you apply for food stamps. Five days until you owe $300, or you’ll be considered for eviction. No address = parole violation = bad. No dinner tonight, need to conserve money. You head back to the park for the night.
The next day is a total waste. You spend $3 in bus fares ($13 left) and 12 hours in line at the Food Stamp office, and you walk away empty-handed. If only you would have known to arrive when the line started forming at 4:00 a.m. No food stamps, no job, but you need some food and get a loaf of bread and jar of peanut butter. $8 left. Morale is taking a nose-dive as you head back to the park again. You have one clean set of underwear and socks left.

The rejection you receive job-searching the next day is brutal. The bus rides costs money ($6 left) and time, and HR people do not take kindly to felons. One office even escorted you out with security guards. You have been out four days, and you're not even close to a job lead. Hunger strikes again and all you can get is a candy bar. $5 left.

At the bus stop on the way back to the park, a shady character offers a deal that is hard to refuse. You're an expert at selling dope. Go forward with your $5 or revert to a life of fast money? Which would you choose?

--Keith Roys