




## Memorandum

TO: Kevin J. Jackson, Village Manager 

FROM: Emergency Operations Center

FOR: Village President and Board of Trustees

DATE: December 13, 2023

SUBJECT: Asylum Seeker Update

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The Village of Oak Park has been providing temporary shelter program to approximately 160 asylum-seeking migrants at the West Cook YMCA and The Carleton Hotel of Oak Park since early November 2023. The Village is also providing support to a smaller population residing at Grace Episcopal Church, a site which is primarily led by volunteers.

The availability of the YMCA and The Carleton is ending on January 31, 2024, and all asylum-seeking residents will be required to move out by that date. At this time, Village staff and the Emergency Operations Center has been unable to secure additional available shelter in Oak Park beyond the February 6, 2024 scheduled sunset of the current emergency declaration approved by the Village Board on November 20. The residents will be provided with at least a 30-day notice prior to their occupancy end date that will coincide with the end of January. The 30-day notice will be provided per the Village's "Residential Tenant and Landlord Ordinance" that is codified as part of the Village Code.

All asylum-seeking residents of the YMCA and The Carleton will be notified this week of their occupancy end date and asked to work with their assigned case manager and/or Village staff to devise a plan for shelter after January 31, 2024.

The Village may be able to help asylum seekers relocate to another city or state if they have access to stable housing available in that location. If anyone is unable to identify another option, the Village will help individuals and families enter the Chicago shelter program in January 2024.

In order adequately assist the transition, the Village is seeking the following additional information from asylum-seeking migrant residents at the Village-sponsored locations that will help officials determine next steps:

- Are you eligible for temporary protected status, meaning you arrived in the USA before July 31, 2023?
- Have you applied for asylum?
  - If yes, when?
- Do you intend to apply for asylum?
- Do you have another option for temporary shelter nearby?
- Do you have another option for housing in Chicago?
- Do you have another option for housing in another city or state?
- Do you have a job or income that would enable you to sign a monthly lease with a private landlord?
- Is there any information you think is important for the Village to know?
  - For example, do you have any family members currently traveling to Chicago?

The information above is being shared in its entirety this week with migrant residents and staff who are assisting with transition support in both English and Spanish. It is only being used by the Village for the purpose of identifying shelter options. Officials and case managers expect to share additional information with asylum-seeking migrant residents by January 5, 2024.

Additional information on the Village-led asylum-seeking migrant response can be found at [www.oak-park.us/emergencyresponse23](http://www.oak-park.us/emergencyresponse23).

**Cc:** Lisa Shelley, Deputy Village Manager  
Ahmad Zayyad, Deputy Village Manager  
Kira Tchang, Assistant Village Manager/HR Director  
Christina M. Waters, Village Clerk  
All Department Directors