GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of Mayor Muriel Bowser

Office of the Deputy Mayor for Health and Human Services

Ward 3 Advisory Team Launch Meeting

March 12, 2019
7:00pm – 8:00pm

Ward 3 Advisory Team Members

<table>
<thead>
<tr>
<th>Name</th>
<th>Inviting Organization</th>
<th>Affiliations</th>
<th>Attendance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Angela Bradbery</td>
<td>ANC 3C06</td>
<td>Commissioner, ANC 3C, Team Co-Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Director Zeilinger</td>
<td>DHS</td>
<td>Director, Dept. on Human Services; Team Co-Chair</td>
<td>Present</td>
</tr>
<tr>
<td>Nancy MacWood</td>
<td>ANC 3C</td>
<td>Commissioner, ANC 3C</td>
<td>Present</td>
</tr>
<tr>
<td>Margaret Siegel</td>
<td>ANC 3C</td>
<td>Commissioner, ANC 3C</td>
<td>Not present</td>
</tr>
<tr>
<td>Ann Scoffier</td>
<td>ANC 3C</td>
<td>Community representative</td>
<td>Not present</td>
</tr>
<tr>
<td>Deborah Linde</td>
<td>ANC 3C</td>
<td>Community representative</td>
<td>Present</td>
</tr>
<tr>
<td>Ruth Caplan</td>
<td>Civic Association</td>
<td>Cleveland Park Citizens Assoc.</td>
<td>Not present</td>
</tr>
<tr>
<td>Pamela Korbel</td>
<td>Civic Association</td>
<td>Cleveland Park Citizens Assoc.</td>
<td>Not present</td>
</tr>
<tr>
<td>Ann Hamilton</td>
<td>Civic Association</td>
<td>Cleveland Park Citizens Assoc.</td>
<td>Not Present</td>
</tr>
<tr>
<td>Adam Entenberg</td>
<td>School Representative</td>
<td>John Easton Elementary School</td>
<td>Present</td>
</tr>
<tr>
<td>Anthony Cassillo</td>
<td>Councilmember’s office</td>
<td>Councilmember Cheh’s Office</td>
<td>Present</td>
</tr>
<tr>
<td>Jeffrey Davis</td>
<td>Councilmember’s office</td>
<td>Community representative</td>
<td>Present</td>
</tr>
<tr>
<td>Kelly McShane</td>
<td>Homeless Service Stakeholder</td>
<td>Ward 3 resident; President and CEO, Community of Hope</td>
<td>Present</td>
</tr>
<tr>
<td>Rabbi Aaron</td>
<td>Homeless Service Stakeholder</td>
<td>Adas Israel Congregation</td>
<td>No present</td>
</tr>
</tbody>
</table>
**AGENDA**

1. Welcome and Introductions
2. Appeal to BZA and MOU
3. Construction Update
4. Good Neighbor Protocol
5. Questions from the Advisory Team
6. Future Meetings and Communication

**MINUTES**

**Welcome and Introductions**

Director Zeilinger started with introductions and talked through the agenda. The Advisory Team decided to move forward with the building naming process. Jenna from DHS will set up an online survey and lay out parameters of the building naming process.

Director Zeilinger let the team know that Jeff Licklider has now taken over for Brian Butler as the Project Manager for all the Short-term Family Housing sites at DGS. She also announced that Tommie Jones is now the Public Information Officer at DGS.

**Appeal to BZA and MOU**

The Advisory Team received a copy of the signed MOU.

The MOU specifically outlines:
That the size of deck was reduced by 20%
That additional noise buffer with trees and shrubs will be added
That the deck will be closed between 9pm-7am
That there will be no flood lights on playground or deck

DHS will reinforce these through compliance with the onsite provider.

**Construction Progress**

Agyei from DGS gave a construction update.

Contractors are finished with the foundation system. They have poured the first-floor slab. The podium slab in progress, which is a big milestone for the project. Underground work on mechanical, electrical, and plumbing is underway. Site grading is being done, as weather permits. The PEPCO transformer is coming in April. Substantial completion is projected for the end of 2019/early 2020.

**Good Neighbor Protocol**

The team walked through latest draft of the Good Neighbor Protocol. Jenna talked through comments and questions from the Advisory Team and previous community session. The team gave new edits. DHS will incorporate new edits into the document and send it back around to the group to review. The Advisory Team will share this with the community. This will then be put on hold until a provider is selected.

**Questions from Advisory Team**

**Will residents arrive at one time?**

Residents will arrive on a staggered schedule and can come to the program from several different avenues. Families also exit on different days, so new placements will be made as exits happen and rooms are turned over.
Will there be an orientation?
At placement, a client signs program rules and receives a tour/overview of building and how it operates. Many placements are made after 4:00pm so the next day the client meets with a case manager and does an initial intake and assessment.

How will the neighborhood be incorporated into the opening?
Engagement in the building opening is driven by the Advisory Team. This may include participation in a ribbon cutting.

What, if any, activities should the neighborhood anticipate after opening?
Engagement in the building opening is driven by the Advisory Team. This may include participation in a ribbon cutting.

How can the community engage?
Once a service provider on board, they will share opportunities for engagement. At other sites, volunteers help with dinner/childcare during dinner, doing art projects/playing with kids, etc.

Will families be able to attend John Eaton at UDC?
Yes. They will have the same rights as any other family that lives in-boundary for John Eaton.

What does the donation process look like?
The provider will have a system for donated items. In general, children’s books are a great thing to donate.

Next Steps
Jessica will send around a doodle poll for the next meeting in June/July.
Jenna will send around an updated Good Neighbor Protocol.
Jenna will share the online survey for building name suggestions.
DGS will continue to share construction updates and address any concerns.