**Ward 4 Short-term Family Housing – Advisory Team Meeting**

DATE: Thursday, March 9, 2017

LOCATION: Emery Heights Community Center

 5701 Georgia Ave., NW-2nd Floor

 TIME: 7:00pm – 8:30pm

**Ward 4 Advisory Team Members**

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| **Name** | **Inviting Organization** | **Affiliations** | **Attendance** |
| Lisa Colbert | ANC 4D | Chairperson ANC 4D, SMD 4D03 Commissioner (re-elected 1/3/17); Team Co-Chair | Present |
| Renée L. Bowser | ANC 4D | Commissioner, 4D02 (re-elected 1/3/17) | Present |
| Maryann Stinson  | ANC 4D | Principal, Truesdell Education Campus (PS-8) | Present |
| Ronald Austin  | ANC 4D | Community Member | Present |
| David Dzidzienyo | ANC 4D | Community Member | Present |
| Danielle Parsons Smith | Brightwood Park Citizens Association | Brightwood Park/Kennedy Street communities | Present |
| Lois Cooper | Brightwood Park Citizens Association | Brightwood Park/Kennedy Street communities | Present |
| Tiffani Nichole Johnson | Brightwood Park Citizens Association | Brightwood Park/Kennedy Street communities | Present |
| Temi Bennett | Councilmember's Staff | DC Council | Present |
| Brandon Todd | Councilmember  | DC Council | Present |
| Phillip McAuley | Mayor's Office of Community Relations & Services | Ward 4 Outreach & Services Specialist (Ward 4 MOCR) | Present |
| Jasmin Benab | Mayor's Office of Community Relations & Services | Ward 4 Outreach & Services Specialist (Ward 4 MOCR) | Present |
| Dr. Bill Hasson | Councilmember’s Invite  | Community Member | Present |
| Schroeder Stribling | Interagency Council on Homelessness (ICH) | N Street Village, Executive Director | Present |
| Brenda Donald | Administration | Director, Child and Family Services Agency; Team Co-Chair | Present |
| Wanda Sherrod | Department of General Services (DGS) | Program Manager: Health and Human Services Cluster; Project Manager  | Present |
| Jenna Cevasco | Department of Human Services (DHS) | Interim Chief of Staff, DHS | Present |
| Natalee Snider | ANC 4B | ANC 4B06 Commissioner | Present |

**Additional Support Staff Present**

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| Michael Redmond | ANC 4D | Truesdell Education Campus |
| Rachel Joseph | Administration | Chief of Staff to Director Donald at CFSA |
| Sakina Thompson | Office of the Deputy Mayor for Health & Human Services | Senior Policy Advisor |
| Sean Pichon | DGS | Architect for Ward 4 STFH project |
| Agyei Hargrove | DGS  | Project Manager  |
| Jazmyne Lomax | Community | Community member |

**AGENDA**

1. **Welcome and Introductions – Brenda Donald (5 minutes)**

Director Donald thanked the Advisory Team Co-Chair and welcomed the Team members. Director Donald stated the purpose of the meeting and placed in context the Ward 4 Short-term Family Housing (STFH) project within the District’s overall goals to end homelessness in the District and close DC General Family Shelter. Finally Director Donald asked each team member to introduce themselves and share why they want to participate in the Advisory Team for Ward 4.

1. **Project Timeline and Project Requirements–Jenna Cevasco (5 minutes)**

Jenna Cevasco reviewed the timeline of the Ward 4 STFH project leading up to the date of this meeting; provided an overview of the timeline moving forward that the Team would discuss more in detail later in the meeting; provided a high-level overview of the other STFH projects across the City; and reviewed the program design requirements that apply to all of the projects.

1. **Short Presentation on the Ward 4 STFY project at 5505 5th Street NW and Construction Timeline-(Wanda Sherrod and Ward 4 Architect) (15 minutes)**

Wanda Sherrod and Architect, Sean Pichon, provided an overview of the Site, the project floor plans, the landscape plan, and related project elements, and reviewed construction milestones.

1. **Good Neighbor Agreement – Jenna Cevasco (5 minutes)**

Jenna provided an overview of what a Good Neighbor Agreement (GNA) is and the role of the Advisory Team in developing a GNA for this project. She noted that the Team is encouraged to meet outside of the formal Advisory Team meetings, gather community input, and share their ideas of what they would like to see in the Agreement at future Advisory Team meetings. Jenna noted that the timeframe for completing the GNA is next spring, in time for DHS to include it in the contract for the provider that is selected to operate and manage the STFH when it opens. Issues to include in the GNA include:

* Maintenance issues
* Safety and security
* Activity outside the building
* Communication between the Program and the ANC
* Transportation

*Advisory Team Question:* Can we agree to use the term “Short-term Family Housing” rather than “Shelter” when we refer to this project? People have negative connotations with the word “Shelter”, which sparks concern among residents.

*Advisory Team Response:* There was consensus on this suggestion and the team agreed.

*Advisory Team Question:*  Can DGS make the construction timeline available on-line? How can we bring the community out to the site to see what is going on at key points in the construction?

*DGS Response*: Yes, we can figure out how to do those things.

*Advisory Team Question:*  Will we be able to review the rules and regulations that shape the program?

*DHS Response:* The program requirements are already developed. The way this group can have a voice and impact is through the Good Neighbor Agreement.

*Advisory Team Question:* What are the dimensions of the rooms the families will be living in?

*DHS Response:* The rooms are mostly about 200 square feet with at least two beds in each room, some with trundle beds. There is additional expandability for large families to have two connecting rooms. The entire building is ADA accessible, including all bathrooms. The doors to each unit can lock, as can the bathrooms, which are family style, not communal.

*Advisory Team Question:* Is it only women and children?

*DHS Response:* No, we also have couples and fathers with children*.*

*Advisory Team Question:* Is there any possibility of buying the adjacent property?

*DGS Response:* We don’t believe so.

*Advisory Team Question:* What about security?

*DGS Response:* There will be cameras and security throughout the building. Families only have access to their floor.

*Advisory Team Question:* Will the exterior appearance be different than what you are showing us in the slides today?

*DGS Response:* No*.*

*Advisory Team Question:* Can we put up a colorful sign telling the community what is coming, and show an attractive rendering of the building?

*DGS Response:* Yes, great idea.

*Advisory Team Comment:* We recommend that DHS come up with a name for the building. Previously the site housed prominent African-American doctors. Some reference to this history would provide a meaningful recognition of its historical significance within the community and the City.

*Advisory Team Response:* There was consensus on this suggestion.

*Advisory Team Question:* What will the impact be on the nearby neighbors and surrounding community during construction?

*DGS Response:* We will review the pre-construction impact at our next meeting, which we suggest we have within the next several weeks. At that time, we will develop how DGS and the community can communicate about these issues, which include:

* A preliminary logistics plan
* Construction guidelines and staging
* Work hours, including who is POC for off-hours work permits, including the adjacent SMD
* When will streets need to be closed?
* Utility tie-Ins
* Window installation
* Security before and after closing building
* Idling trucks
* New sidewalks and street repair at the end
* Relationship to the Kennedy Streetscape project
* Public transportation and the nearby transfer point where two bus lines converge

*Advisory Team Question:* Will there be a groundbreaking? We should invite the community.

*DGS Response:* Yes, it will be in late April or early May.

*Advisory Team Question:* Can we explore with Office on Aging using their computers to provide additional resources for families at the STFH or community?

*DHS Response*: We can look into that.

1. **Summary of Next Steps & Adjourn – Director Donald (5 minutes)**

The next meeting will focus on the details of pre-construction communications and take place on Thursday, April 6 at 7:00 – 8:30. Some possible locations were discussed including the large room downstairs at this same location, the nearby church, or the Police Station. DMHHS will follow-up and send out invitation.

In addition to subject specific meetings, the general meeting schedule for the Advisory Team will be quarterly.