

**OLNEYVILLE CHOICE
CONFERENCE CALL PRINCIPALS MEETING
NOVEMBER 22, 2011**



PROVIDENCE HOUSING AUTHORITY BOARD ROOM @ 11:45AM – 12:25 PM

MINUTES

INTRODUCTIONS: OLNEYVILLE CHOICE PRINCIPALS

PHA Executive Director called the meeting to order at 11:45am.

ATTENDEES

Present:

Stephen O'Rourke
Melissa Sanzaro
Lisa Castellanos
Richard Weinberg
Frank Shea
Nancy Howard (via telephone)
Gary Bliss (via telephone)

The four principal organizations were present, allowing for a meeting to conduct business to commence.

UPDATES

Mr. Shea updated the attendees of Secretary Donovan's (from HUD) visit on Monday, November 28, 2011 for a NSP Press Event. He will be joined by the Mayor and the Governor to walk through neighborhood around the William D'Abate School. He welcomed Choice members to attend.

CONTRACTS

- **OLNEYVILLE HOUSING CORPORATION/BREWSTER-THORNTON:** Mr. O'Rourke stated the contracts with OHC and Brewster-Thornton have been executed and are operational.
- **MEETING STREET SCHOOL:** Mr. O'Rourke stated the School is requiring \$25,000 to provide scope of work and timeline. Mr. Shea will be working with the school to finalize the scope of work for the contract.
- **NEIGHBORHOOD ECONOMIC DEVELOPMENT/WORKFORCE DEVELOPMENT:** Mr. O'Rourke requested the principals' permission to speak to OIC about being the economic consultant for the project. Ms. Howard questioned the duties of the economic consultant and Mr. O'Rourke stated the consultant would conduct a study of the demographic and job skill level of population as well as potential job training and local business growth in the area. The consultant would seek out easy and affordable start-up businesses and work force training and development. Ms. Howard then proposed Eric Hagan be considered as an consultative option. Mr. O'Rourke stated that consideration must be given to a minority-owned/operated firm. The principals decided to send an RFQ to agencies that may be interested in performing the workforce and economic development study. Mr. Shea will be developing the RFQ by November 30, 2011.

QUARTERLY REPORTS

Mr. O'Rourke requested communication of activities from all principal agencies that is taking place in the CNI neighborhood. Activities include meetings with Partners and any new business happenings within their individual organizations. This information will be conveyed in HUD's Quarterly report.

WEBSITE

Mr. Weinberg, creator of the site, stated that the re-wording of the main page is underway. He is adding pictures and categories onto the site as well as links to the principals' web pages. He requested each principal provide him with a short write-up of their organization in order to add the information to the site. Mr. O'Rourke requested that all principals visit the website and provide their input.

PRINCIPALS' UPDATES

LISC is launching a new website in January 2012. The organization is also looking into leveraging the grant to remodel the area behind the D'Abate School. **OHC** held a recent meeting with the Department of Health to capture overlapping services. OHC will be welcoming a new staff member, Jennifer Hawkins, in January 2012. The D'Abate School's tree line was raised significantly, which has improved the overall appearance of the school. He also stated 5-8 building permits to build new construction around the school. **The Planning Department** is diligently working on their Green and Healthy Homes Initiative, combining home weatherization, lead abatement and personal health and safety areas.

EXPANDING PARTNERSHIPS

Mr. O'Rourke and Frank Shea met with Angela Romans, the Mayor's Education Advisor to discuss coordinating education planning and activities in the CNI neighborhood. She was advised of the prospective contract with Meeting Street. She looks forward to working with them.

SCHEDULE OF MEETINGS

Principals' Meetings: The Principals' Meetings will be held on every 3rd Friday of the month at 9am. The meeting locations will be determined.

Sub-partner Meetings: The sub-partner meetings format was discussed. Bringing all of the sub-partners together for one meeting was deemed unproductive. Sub-partners will be met with at other meetings and discussions will be recorded.

HUD CNI Team

Mr. O'Rourke informed the group that the HUD CNI team would like to attend next month's Principal's/Partner's Meeting. We will conduct it at OHC offices. Stephen and Frank will develop agenda.

FOLLOW-UP ITEMS

- ✓ Ideas for RFQ
- ✓ Suggestions for CNI website improvements
- ✓ Sub-partner list and tracking of meetings will be ongoing

The next meeting is scheduled for December 16, 2011 at OHC beginning at 9am. HUD representatives will be joining the meeting as well as any partners who have attended recent meetings.