



OFFICE OF THE
SECRETARY

2016 SEP 16 AM 10:18

MURIEL BOWSER
MAYOR

SEP 16 2016

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, NW, Suite 504
Washington, DC 20004

Dear Chairman Mendelson:

In accordance with section 4(a) of the Homeless Services Reform Act of 2005, effective October 22, 2005 (D.C. Law 16-35; D.C. Official Code § 4-752.01(a), which established the Interagency Council on Homelessness ("Council"), I am pleased to nominate the following person:

Mr. Donald Brooks
1649 Franklin Street, NE
Unit 1
Washington, DC 20018
(Ward 5)

for reappointment as a member of the Council, serving as a formerly homeless representative, to serve for a term to end May 1, 2018;

Mr. Albert Townsend
860 S. Greenbrier Street
Arlington, VA 22204

for reappointment as a member of the Council, serving as a formerly homeless representative, to serve for a term to end May 1, 2018;

Ms. Margaret A. HacsKaylo
1325 13th Street, NW
Unit 47
Washington, DC 20005
(Ward 2)

for reappointment as a member of the Council, serving as an advocate for the District's homeless

population, to serve for a term to end May 1, 2018;

Ms. Margaret Riden
1443 Monroe Street, NW
Washington, DC 20010
(Ward 1)

for reappointment as a member of the Council, serving as an advocate for the District's homeless population, to serve for a term to end May 1, 2018;

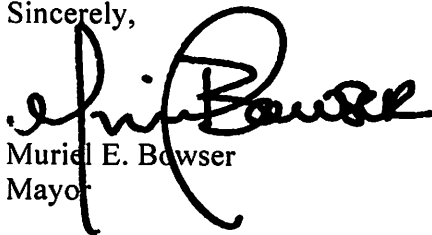
Ms. Jill Carmichael
3128 Sherman Ave, NW
Unit 15
Washington, DC 20010
(Ward 1)

for reappointment as a member of the Council, serving as an advocate for the District's homeless population, to serve for a term to end May 1, 2018;


Enclosed, you will find biographical information detailing the experience of the above-mentioned nominees, together with proposed resolutions to assist the Council during the confirmation process.

I would appreciate the Council's earliest consideration of this nomination for confirmation. Please do not hesitate to contact me, or Steven Walker, Director, Mayor's Office of Talent and Appointments, should the Council require additional information.

Sincerely,



Muriel E. Bowser
Mayor


Chairman Phil Mendelson
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

Chairman Phil Mendelson, at the request of the Mayor, introduced the following resolution,
which was referred to the Committee on _____

To confirm the reappointment of Donald Brooks to the Interagency Council on Homelessness.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, that this resolution may be cited as the “Interagency Council on Homelessness Donald Brooks Confirmation Resolution of 2016”.

Sec. 2. The Council of the District of Columbia reappoints:

Donald Brooks
1649 Franklin Street, NE
Unit 1
Washington, DC 20018
(Ward 5)

as a member of the Interagency Council on Homelessness, pursuant to section 4(b) of the Homeless Services Reform Act of 2005, effective October 22, 2005 (D.C. Law 16-35; D.C. Official Code § 4-752.01(b)), to serve for a term to end May 1, 2018.

Sec. 3. The Council of the District of Columbia shall transmit a copy of this resolution, upon its adoption, to the nominee and to the Office of the Mayor.

Sec. 4. This resolution shall take effect immediately.

Donald L. Brooks

1339 Franklin St. NE #2

Washington, DC 20018

brooks.dl@hotmail.com

(202) 531-4848

Areas of Expertise

- Homeless/Housing Advocate
- Case Management
- Crisis Intervention
- Outreach
- Liaison Landlords/Stakeholders
- Partnering with Community Service Providers
- Special Appointment/Volunteer Board Member for Homelessness-addressing issue District wide
- Employment Specialist
- Referral and Community Partners Advisor

Summary of Qualifications

Dynamic, innovative Homeless Veterans Advocate with over 20 years' experience assisting the chronically homeless population with all aspects of housing searches and placement into long-term permanent housing.

Effective case manager assisting clients with substance abuse/mental health/HIV: work with clients to devise an appropriate housing search strategy, complete housing applications and prepare necessary documentation, liaison with landlords, housing authorities, and realtors.

Knowledge of subsidized and private housing resources and regulations.

Special Appointment: District of Columbia Interagency Council on Homelessness. Volunteer Board Member-DC Mayor's Veterans

Advisory Board. Professional Mental Health training/Mental Health First Aid/Disaster Responder Mental Health Training. National Coalition for the

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Homeless.

Professional Experience

Employment Specialist Easter Seals- DC/MD/VA

2014- Present

I assist Veterans with gaining employment, training and job development for financial stability in daily life. I also help veterans under Easter Seals' HVRF and HFVWF programs to provide counseling and placement services to expedite the reintegration of homeless veterans into the labor force. I assist veterans with Health issues, VA Benefits, case management and assist with housing issues and help remove barriers to employment.

Homeless Veterans Outreach Specialist Pathways to Housing

Washington, DC

2013- December 29,2014

- Perform outreach and assess Veterans for housing assistance through the Veterans Administration Supportive Services for Veterans Families Grant program
- Develop individualized housing stability plans that include making assessments, identifying goals and objectives to attain housing stability
- Provide intensive collaboration with Veterans to ensure progress from the time of intake until exit of the program: Assisting with the housing search process, including helping clients identify suitable housing options, accompanying to view units, advocating with landlords, and assisting with paperwork
- Advocate for Homeless Veterans with community resource providers, intervening through homeless crisis
- Network with other community agencies to determine rental/deposit assistance that would be beneficial to program participants

- Coordinate with homeless shelters/transitional housing to provide services to the homeless: Carroll House, Community for Creative Non-Violence, 801 East
- Conduct Housing Workshop briefings to identify homeless Veterans in need of services
- Encourage Veterans to make life-changing decisions which supports long-term housing: finances, education, health, employment, etc...
- Provide tenancy support: tenant education, home visits, landlord-tenant liaison

Residential Counselor Catholic Charities Washington, DC
2007-2013

- Supervised intellectual disabled, elderly, chemical dependent, and other special population residents and provided crisis intervention for their safety and well-being
- Acted as an advocate to clients in exercising his/her citizen rights. Facilitated review of major life decisions with clients
- Maintained an active caseload providing interventions as needed
- Consistently exercised discretion and judgment to analyze, interpret, make deductions and then decided what actions were necessary based on the varying facts and circumstances of each individual case
- Assisted in development, implementation and revision of individual treatment plans by working with clients on a day-to-day basis
- Consulted and cooperated with community providers to facilitate linkage, referral, crisis management, advocacy, and follow up with the focus on attaining treatment goals
- Located and gained access to necessary waived services as well as medical, social, educational, or other needed services
- Provided individual and group Activities of Daily Living (ADL) training

- Maintained a high level of ethical conduct regarding confidentiality, dual-relationships, and professional stature
- Maintained clients and program records in accordance with applicable standards and regulations, grant requirements

**Editorial Writer, Vendor Coordinator, and Salesperson Street Sense
(Homeless-Focused)**

2005-2007

- Wrote and developed objective commentaries regarding homeless issues
- Campaigned for the rights of homeless citizens
- Successfully increased income for the homeless population through newspaper sales

US Army Medical Operating Technician Honorable Discharge

Education

Bowie State University **Political Science/Special Education**
University of the District of Columbia **Fire Science**

Training

Professional Counseling and Education Program

Catholic Charities

Non-Violent Crisis Intervention

Catholic Charities

**Meeting Mental Health Needs of Youth Receiving Residential
Treatment**

DC Department of Mental Health

Special Award

Bronze Medal of Valor -District of Columbia Fire Department



Executive Office of the Mayor - Office of Talent and Appointments
John A. Wilson Building | 1350 Pennsylvania Avenue, Suite 600 | Washington, DC 20004

Donald Brooks



Mr. Donald Brooks is an Employment Specialist at Easter Seals.

In this capacity, he assists veterans with finding employment and building new skills through job training programs. In addition, Mr. Brooks helps veterans navigate through the Department of Veterans Affairs and provides support services to homeless individuals. Mr. Brooks' personal experience with being homeless has enabled him to become a strong advocate for homeless individuals. Mr. Brooks has served as a member of the National Coalition for the Homeless and is currently a member of the

Interagency Council on Homelessness.

A Ward 5 resident, Mr. Brooks studied Political Science and Special Education at Bowie State University.



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



Office of the General Counsel to the Mayor

To: Lolita Alston
From: Betsy Cavendish
Date: May 11, 2016
Subject: Legal sufficiency review of resolutions nominating members to the Interagency Council on Homelessness

This is to Certify that this office has reviewed the above-referenced legislation and found it to be legally unobjectionable. If you have any questions in this regard, please do not hesitate to call Rob Hawkins, Deputy General Counsel, Executive Office of the Mayor, at 202-724-1303, or me at 202-724-7681.

A handwritten signature in black ink that reads 'Elizabeth A. Cavendish'. The signature is written in a cursive style.

Elizabeth Cavendish