



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;

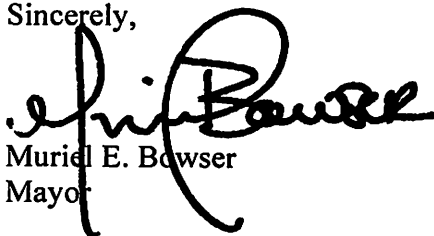
Ms. Jill Carmichael
3128 Sherman Ave, NW
Unit 15
Washington, DC 20010
(Ward 1)

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 Albert Townsend 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 Albert Townsend Confirmation Resolution of 2016".

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

Albert Townsend
860 S. Greenbrier Street, NE
Unit 1
Arlington, VA 22204

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.

Albert Townsend
People for Fairness Coalition
albert@pfca.org
202.480.1602

9-17-2015

██████████
██████████



ADVOCACY FELLOWSHIP

Washington, DC

1/2015 – 5/2015

Objective:

Provide leadership development and community organizing skills for those experiencing homelessness, increase participation of people experiencing homelessness in self-advocacy and system change and meet regularly with elected officials, government agencies, faith base and organizations to collaborate in developing policies and solutions to end homelessness in the District.

Skill Building: Develop asks, messaging and communication in key areas to improve skill building. Work on additional areas that include: Build relationships with key players, do one-on-one community building with those experiencing homelessness, assist homeless individuals to participate in coalition and organizational building, as well as strengthening facilitation skills.

Professional Development: Engage in job searches for post-advocacy fellowship, to play a more community leadership role with the organization -People for Fairness Coalition-, act as a go to person to connect leaders and mentors from the homeless community to more centralized work.

Knowledge: Proficient in the coordinate entry system, how the budget process works, as well as helped the homeless community in key knowledge areas of: Understanding the DC Government and Legislative Process, affordable housing and facilitating meetings with the homeless community to better understand how the housing first model works.



COMMUNITY INTEGRATION COUNSELOR

Community Residences

Arlington, VA

12/2011-Present

Community Residences (CR) offers individuals with disabilities supportive housing as well as physical, mental and emotional services needed to facilitate independent and dignified living within the community.

POSITION DESCRIPTION:

- *Work as a mentor, teacher, and supporter to individuals with intellectual and developmental disabilities assisting them in integrating into the community through living, learning and working successfully as an active part of their neighborhood.*
- *Provide needed assistance, whether in individual group homes, day service centers and/or community settings helping each individual reach their full potential through finding housing, employment and relationship building while always taking into consideration their dreams and goals for the future.*

KNOWLEDGE, SKILLS and ABILITIES

- *Assists and instructs individuals on activities of daily living.*
- *Provide care for individuals as defined in their Individual Service Plan.*
- *Monitor the administration of medication.*
- *Complete all required clinical documentation including progress notes, incident reports, and data tracking according to agency policies.*
- *Follow individual health, safety and emergency guidelines.*
- *Follow program-specific guidelines for individual's oversight and supervision*



OUTREACH FUND RAISER

SOS Children Villages

Washington, DC

10/2009-9/2010

SOS Children Villages mission is to build families for children in need, while helping them shape their own futures and sharing in the development of their communities. SOS vision for the world's children is that every child should belong to a family and grow with love, branching out into local communities, creating family strengthening programs that cultivated safe, loving environments, Medical centers, schools, emergency relief programs, and social centers for families to prevent child abandonment.

POSITION DESCRIPTION:

- *Work cooperatively, independently and under the supervision of the SOS mission*
- *Build SOS Children Villages Sponsorships by recruiting new sponsors and soliciting donations through events in Washington, DC*
- *Distribute SOS literature as well as respond effectively to public inquiries, while representing SOS Children Villages with the highest integrity;*
- *Process donor contract request, obey guidelines and safety procedures, and manage time in conformity with scheduling, locations and mapping.*

KNOWLEDGE, SKILLS and ABILITIES

- *Effective understanding the SOS history, mandates, leadership, and key projects; and the ability to communicate verbally and in writing.*
- *Process detailed, sensitive information in an accurate and methodical manner;*
- *Work independently in the context of a supportive team campaign effort, to perform periodic evaluations as well as outcome derivatives to reach and exceed daily, weekly and monthly goals.*



EDUCATIONAL ADVISOR

University of Phoenix

Philadelphia, Pa/Washington DC

3/2002 – 9/2008

University of Phoenix provides access to higher education opportunities that enable students to develop knowledge and skills necessary to achieve their professional goals, improve the productivity of their organizations and provide leadership and service to their communities.

POSITION DESCRIPTION:

- *Recruit potential students to enroll in Associates or Bachelor Degree programs*
- *Utilize database tools to follow-up on existing students and academic progress*
- *Call upon outside sources to market UOP and different degree programs*
- *Attend corporate events to promote and market university open houses*
- *Contact students to assist with daily and weekly progress and retention goal*
- *Help new and existing students in the entire financial aid process*

KNOWLEDGE, SKILLS and ABILITIES

- *Conducts student appointments to identify students' educational goals and disseminate course and program information to potential students. This includes advising potential and/or current students with respect to enrollment, transferability and applicability of previous college credits earned, degree program options, degree program requirements and progress, and providing information on university policies, practices and rules, by using judgment and discretion.*
- *Assists potential and/or current students in understanding their financial obligation, informing the student of appropriate time and program commitments while helping them identify available options to develop a personalized plan for success.*



PEOPLE FOR FAIRNESS COALITION

Program Coordinator/Member

People for Fairness Coalition

Washington, DC

6/2008-Present

People for Fairness Coalition, consists of a membership of currently homeless and formerly homeless individuals, who work toward and empower each other to end their own and collectively advocate to end homelessness in the Washington DC Metro Area. Through a series of project work and discussions pertaining to outreach, peer Mentoring and collaboration. The passion of this membership are to advocate for those who cannot advocate for themselves and assure their voices are heard. Over the last 7 ½ years this organization has successfully produced many pieces of community work around the district that brought dialogue to the table that created conversations for solutions to ending homelessness in the district.

POSITION DESCRIPTION:

- *Promote greater effectiveness, sustainability, and independence for the organization and its membership, as well as expand the organizations model*
- *Increase membership through consumer group collaborations, self-sufficient models and advocacy outreach efforts.*
- *Perform trainings, workshops and roundtables to strengthen capacity and effectively engage community buy-in*
- *Work to increase and strengthen coordination of advocacy efforts within coalitions and organizations around the District.*

KNOWLEDGE, SKILLS and ABILITIES

- *Facilitate effective meetings to produce new strategies for implementation*
- *Conduct one on one meetings to increase a renewed understanding of individual member needs, wants and expectations.*
- *Established team building through project base work and community events □ Leadership role in building ongoing outside relationships to further PFC reach.*

EDUCATION

- **Cheyney University** **Cheyney, PA** **BA Economics** **98 Credits**
- **Midwest Academy** **Chicago, IL** **Organizing Change** **Certification**
- **State of Virginia** **Arlington, VA** **Individual Support** **Certification**
- **Interagency Council on Homelessness** **Executive Committee** **Voting Member**
- **Interagency Council on Homelessness** **Strategic Committee** **Voting Member**



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

Albert Townsend



Mr. Albert Townsend is a Community Integration Counselor at Community Residences.

In this capacity, Mr. Townsend serves as a mentor and teacher for individuals with intellectual and developmental disabilities and helps them integrate into the community. In addition, he is an advocate for homeless individuals and has supported many efforts to reduce homelessness in Washington, DC.

Mr. Townsend received a Bachelor's Degree in Economics from Cheyney University in Pennsylvania..



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'.

Elizabeth Cavendish