

Minutes
ANC 6A Community Outreach Committee (COC) of
Advisory Neighborhood Commission (ANC) 6A
Regular Meeting - February 23, 2015
Maury Elementary School
1250 Constitution Avenue NE, Washington, DC

Meeting called to order at 7:05 pm.

COC members present: Pat Joseph, Jean Kohanek, Gladys Mack, Joyce West, Shirley Worthy, Dana Wyckoff (Co-Chair) (Quorum)

COC members absent: Roni Hollmon, Raphael Marshall (Co-Chair)

ANC Commissioners present: Sondra Phillips-Gilbert,

Community members present: Hannah Lewis

I. Agenda

Adopted.

II. Old Business

1. Development of Mission Statement/Goals: The Committee reviewed examples of mission statements from ANC Commissions across DC, compiled by Co-Chair Dana Wyckoff, and a draft mission statement submitted by Committee Member Joyce West. Discussion included codifying and bolstering the Committee's leadership role in collecting and disseminating information about the ANC 6A Commission and Committees, ANC 6A-based events and news, DC government and non-governmental resources and programs, and the ANC's grant program.

- Committee Member West said that many of her neighbors were not aware of, or involved with, the ANC until they had an issue or concern. Committee Member Shirley Worthy concurred, and said that many of her neighbors "keep themselves to themselves." Committee Member Jean Kohanek noted that "awareness is a cost in time and material" and while, in the past, fliers were hand-delivered to every home in the ANC, the ANC may not have the budget for that; any similar effort today would have to be a priority of the Commissioners. Commissioner Sondra Phillips-Gilberts said that COC's outreach efforts should not conflict with those of Single Member District (SMD) representatives.
- Committee Member Pat Joseph noted that many residents contact a Councilmember's office when they have an issue (i.e., garbage, alley issues, crime), even before they call the city's 311 line. She said that Council staff strongly suggests that residents contact 311, the pertinent agency, and most importantly, the ANC SMD, but that many city residents repeatedly call Council offices.
- Co-Chair Wyckoff suggested a guide for residents (i.e., "The ABCs of the ANC") to provide contact information for various DC Government agencies and non-government resources, as well as outline the steps for reporting/resolving issues, including the role of individual ANC Commissioners, the Committees, and the ANC as a whole. Committee Member Kohanek said that such a quick resource guide would be beneficial, and could be available in 'information stations' (holders) at ANC and Committee meetings. Other Committee members suggested distribution sites including libraries, recreation centers, businesses, schools, and police stations; also online and to local media.

- Committee Member West suggested the COC assess and identify the concerns and needs of ANC residents; Committee Member Joseph felt this would impinge on the duties of the Commissioners and Committee Member Kohanek strongly agreed. Committee Member Kohanek noted that Committee Member West's suggestion of community initiatives might be beneficial; Commissioner Phillips-Gilbert added that ideas could come from the Committee. Co-Chair Wyckoff was concerned about time constraints and diverting resources from the COC's core mission of outreach, communication, and grant supervision.
 - The Committee discussed alternative ways of expanding outreach and collecting and distributing information about resources available from DC government agencies and non-profit organizations to address issues of concern to ANC residents. Commissioner Phillips-Gilbert suggested an ANC-wide event, similar to former Council Member Wells' Ward 6 Days. Committee Member Worthy supported the concept, but suggested smaller events, focusing on neighborhoods and SMDs to help people meet their neighbors at a grassroots level. This was supported by several committee members, possibly in addition to an ANC-wide event.
 - Committee Member Gladys Mack noted, after reviewing the mission statements of other ANCs, that any proposed draft should be short and concise. The Committee agreed to review the examples of other ANCs in more depth and submit suggestions by March 10, 2015. A draft mission statement and goals will be considered at the March 2015 COC meeting.
2. Grant Application: The Committee did not discuss revisions to the ANC 6A grant application, cover sheet or instructions due to time constraints. Co-Chair Wyckoff has surveyed the online grant applications, instructions and requirements of ANCs across the city, and will provide hard copies at the March COC meeting for discussion. There were no applications for ANC 6A grants in the period ending February 22, 2015.
 3. ANC 6A Flier: Committee Member Kohanek presented a revised version of the ANC 6A flier, reflecting changes requested at the January 2015 COC meeting. These include small edits to allow the inclusion of contact information for all Committee Co-Chairs and other modifications to design and content. Co-Chair Wyckoff will re-confirm contact information for all Commissioners and Committee Chairs and the new email address for the ANC and transmit any changes/updates to Committee Member Kohanek before the next COC meeting. After final approval at the March 2015 COC meeting, the flier will be forwarded for inclusion on the ANC website. The Committee thanked Committee Member Kohanek for her excellent work and dedication to the project.
 4. ANC 6A Website Conversion and Maintenance Update: Committee Member Kohanek reported that the website conversion contractor was about halfway through importing the nearly 8,000 Word and PDF files to the new website platform. The website is currently static, with no additions except for agendas and other meeting materials, until the conversion is complete.
 5. Outreach Contacts: This issue was not discussed due to time constraints.

III. New Business

1. Report on the ANC Meeting (February 12, 2015): This report was not given due to time constraints. Committee Member Kohanek suggested that the report be moved earlier in the agenda for future meetings.
2. Information Sharing Project: This issue was not discussed due to time constraints.
3. ABCs of the ANC: This issue was discussed as part of the conversation about the COC Mission Statement and goals.

IV. Meeting adjourned at 8:30 pm.

**The next regular meeting of the ANC 6A COC
Monday, March 16, 2015 at 7:00 pm
Maury Elementary School, 1250 Constitution Ave NE
(enter from 200 block of Thirteenth (13th) Street)**