



## Board of Commissioners Meeting Minutes

Monday, 10 May 2021

2:10 pm – 3:57 pm

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Via Teleconference:

<https://meetings.ringcentral.com/j/2047589217>

Meeting ID: 204 758 9217

Video:

<https://meetings.ringcentral.com/personallink.html>

Audio:

+1 (469) 445 0100

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### Commissioners Present:

Susan Klein  
Heidi Raines  
Jeremy DeBlieux

Jane Cooper  
Gail Cavett  
Mamie Gasperecz  
Christian Pendleton

Steve Caputo  
Robert Watters  
Bob Simms

**Commissioners Absent:** Matthew Emory, David Bilbe, Frank Zumbo

**Executive Director:** Karley Frankic

### Guests:

Eric Smith, CNO, CAO, FQIF  
Erin Holmes, VCPOA  
Paul Rioux, BGR Research Analyst  
Unidentified Attendee 504-357-7775  
Dave Jorgensen, Livability Comm.  
Michael Stein, The Lens Reporter

Brittany McGovern, FQBA  
Damien Clark, Dist. C Legislative Aide  
Chris Young, FQBL  
David Speights, NRMSI  
Bridget Neal, FQ Resident

- I. **CALL TO ORDER: ROLL CALL: INTRODUCTION OF ATTENDEES** – Chairman Pendleton called the meeting to order at 2:10 pm. Ms. Frankic read the Agenda as noticed and Ms. Klein called the roll.
  
- II. **PUBLIC COMMENT:** Written public comments and live comment requests should be submitted electronically via email to [publiccomments@fqmd.org](mailto:publiccomments@fqmd.org). Emailed public comments will be accepted from the time the agenda is released until conclusion of its reading. Emailed public comment received after the reading of the agenda will not be considered. Each submission must contain: 1) the commenter's first and last name, 2) the commenter's address, 3) whether the commenter is being paid in connection with his or her comments, and 4) the agenda item to which the comment pertains. Any public comment submission or live comment request missing this information will not be read aloud or recognized for live comment. Live comment during a teleconference meeting via the following formats shall be accepted:

- Electronically raise their hand to request to comment. Upon being recognized to speak by the chair their microphone should be turned on. After speaking the microphone shall be returned to mute.
- Post comments relevant to the action item in the ‘Chat Box’.
- Live comment speakers will be given two minutes to comment. The speaker may be muted by the moderator at the conclusion of the two-minute limit.

Public Comment Received by Ms. Grace McShane and read by Ms. Frankic: “I live at 1020 Esplanade Avenue unit 106. Friday night and Saturday night (7 and 8 May around 9 or 9:30 pm. I was forced to call the police due to the panhandlers/drug addicts and whatever on the Esplanade median between Rampart and Burgundy, specifically the part that is closest to Rampart. The 2nd night after I fell trying to move away from the one that is ALWAYS there, 2 policemen responded so quickly it was amazing - Officers Perez and Dupuy. I hate that I am unsure of the spelling of the 2nd officer's name. I do remember that he was on the FQ task force. They were both so very nice and comforting after falling when the panhandler run towards me screaming something. Know that he is there daily and that my neighbor reported to me today that he was there yesterday afternoon as usual. It is very upsetting paying so much in taxes not to be able to walk your dog outside your front door. I wanted to let you know how much I appreciate your responsiveness and kindness. He stands on the Marigny side of the median. He usually wears shorts and a t-shirt. All of these folks on that particular corner are on drugs. They throw their bags and hypodermics down in the median. Additionally, the food and water given to them by passersby is also thrown on the ground. The situation has been out of control for some time. I feel sorry for the tourists entering the FQ there. Many thanks for all your hard work!!! You are appreciated!”

### III. APRIL REGULAR BOARD MEETING MINUTES APPROVAL: Ms. Klein

Mr. DeBlieux motioned (**M1**) to “approve the final draft of the April 12, 2021 Board Minutes as submitted...”, seconded by Ms. Raines and unanimously approved.

### IV. PRESENTATION & APPROVAL OF APRIL 2021 TREASURER’S REPORT – Mr. DeBlieux

- Financials - The Balance Sheet shows the SPPP account at \$4,202.82, the General Operating account at \$158,321.80 and the FQMA account at \$4,457.07 for a total of \$166,972.69. There is a zero balance in Account Receivables, and Total Liabilities and Equity at \$176,294.64. The Accounts Payable is current at \$2,681.02. Mr. Watters motioned (**M2**) to “approve the April Treasurer Reports as submitted...”, seconded by Ms. Cooper and unanimously approved. *The Treasurer’s Report is posted to the FQMD website.*

### V. CHAIRMAN’S COMMENTS – Mr. Pendleton

- Recognition of National Police Week and National Peace Officers Memorial Day: **ANNEX I**
- Update on the French Quarter Economic Development District (FQEDD) Sales Tax Election: Mr. Pendleton thanked the voters for passing the ballot issue and noted to date FQMD has not heard back from the City. He acknowledged the multiple challenges faced by the City including the public safety of the French Quarter. FQMD continues to embrace a working relationship with the City to finalize a cooperative endeavor agreement (CEA) as fast as possible to collect the FQ EDD tax revenue. FQMD strives to make sure there is a collection mechanism in place for proper administration and utilization of these funds. Therefore, FQMD has been simultaneously

working within State avenues should there not be a CEA with the City in place. The State currently does this for other Districts, including some in Orleans Parish. The preference would be to work with the City; however, this State collection option is a back-up plan to ensure tax revenue is not lost. The State is willing and able to collect the tax.

- i. Mr. Caputo motioned (M3) to “authorize Chairman Pendleton to approach Councilmember Palmer for a relationship with the State of Louisiana to collect the FQEDD taxes as a contingency plan if City collection is not worked out...”, seconded by Ms. Gasperez and approved with Mr. Simms and Mr. Watters dissenting.
- ii. Discussions prior to vote: Mr. Caputo asked about tax exemption for hotel rooms which is of great concern for hotels and New Orleans & Co. This tax would make the tax rate for the hotels some of the highest in the Country. This would be an exemption continuation from the existing CEA. Ms. Cavett shared the \$3,000,000.00 figure was determined from a five year data source. Mr. Watters is disappointed FQMD has gotten to this stage with the City when we rely on it for other services. Also, his conversations with Eric Smith indicated that the areas of disagreement were narrow and perhaps some new people should be included in the negotiations. Mr. Pendleton said the City does not like the ballot language, but case law is very specific in this matter; the CEA must mirror the ballot language. Mr. DeBlieux noted that FQMD cannot spend any of the tax revenue with the FQEDD Governing Body’s approval which is the elected City Council. This is a back-up plan if the City does not come to agreement when the tax collection is to commence in July. CM Palmer shall be meeting with the Mayor soon on this issue. Mr. Simms agreed with Mr. Watters and asked how the revenue would be spent if the State collects it. Ms. Raines clarified the last CEA version was developed in detail over the last month with residential and business commissioner input, then sent to legal counsel for review; this did not happen in a unilateral vacuum. The FQMD Board shall be presented with the final CEA prior to enactment. Mr. Pendleton noted legal counsel confirmed there is nothing inappropriate or in conflict with the referendum if the FQEDD tax is collected by the State. Ms. Raines noted using the State also removes an obstacle to fund and operate the patrols. This is a solution, if needed to continue supplemental public safety. Mr. Watters still felt it was a conflict not to let the City control the funds if they had to provide the patrols and other services. Ms. Raines stated FQMD is not trying to sever a relationship with anyone. Ms. Klein shared FQMD is just being a good steward of the trust the electors placed in us by having a contingency plan should the tax collection negotiations with the City become untenable. Mr. Pendleton said FQMD has spoken with the appropriate STATE departments on this mechanism which is workable and is currently done with other Orleans Parish entities. The perception that FQMD is responsible for the onerous negotiations with the City is a false one. Ms. Raines noted having commissioners not on the negotiating team communicating directly with the City on this matter is a detriment to resolution. She suggested that any side communications should be shared with the FQMD negotiation team for possible inclusion, but at this point she does not know what they are. Ms. Cavett noted ultimately we all want a clean, safe community and a good working relationship with the City. As stated earlier the City Council controls the funds which shall be administrated by the FQMD following budget approval. The operations segment drives the budget which must be City Council approved and movement is needed on only 10 line items. Chairman Pendleton welcomes follow-up from the City to his communications to move forward.

VI. EXECUTIVE DIRECTORS REPORT – Ms. Frankic

Ms. Frankic noted the Committee Chairs shall report on the work product from the past month and her report details progress that is separate and apart from those reports.

- a. Administrative
  - i. SPPP: All outstanding vendor invoices for the Supplemental Police Patrol Program have been received and paid at this time. There are no additional expenses anticipated for this account.
  - ii. The Act of Donation; the SPPP automotive parts and materials which the Board declared surplus has been drafted and sent to the City's Administration. We are waiting on their signature to transfer the surplus materials to them. Anticipating that this agreement will be signed quickly, FQMD provided a Polaris tire and rim to the NOPD Eighth District within half of day of a request from Captain Caprera so that the supplemental patrols could continue to use that vehicle. The Polaris was back on patrol that day
- b. Public Safety
  - i. 100 Block After Dark Walk: City Council District C Councilmember Kristin Palmer invited her to join representatives of the Vieux Carré Commission/Historic District Landmarks Commission (VCC/HDLC), Downtown Development District (DDD), and the French Quarter Business Association (FQBA) on this walk to assess current lighting conditions and brainstorm opportunities to improve lighting. Mary Ocheltree, District C Constituent Liaison, took copious notes on existing public and private lighting that was out of service so they can be addressed to be repaired and property owners can be contacted and encouraged to repair and reactivate those lights. Brian Block of the HDLC and VCC and Andrew Palmer, District C Chief of Staff, are already pulling together preapproved lighting standards that can be installed. The Livability Committee's draft Vestibule Lighting Grant program was discussed as well as the DDD's vacant building art installation program was discussed as programs that can be utilized to bring additional ambient lighting to the area.
  - ii. DDD/NOPD Meeting: Ms. Frankic was invited to join the Interim President of the DDD to meet with NOPD 8<sup>th</sup> District second in command Lt. Sam Palumbo, to discuss how collaboration of the two agencies may assist the NOPD during this time of increased personal and property crimes within our shared jurisdiction. Lt. Palumbo's biggest ask is that the FQMD and DDD work together on increasing lighting and crime cameras. Lighting is already being addressed in the Livability Committee and crime cameras will be directed to the Security & Enforcement Committee to identify means for FQMD to assist with the effort.
  - iii. Hide-Lock-Take: The Faubourg Marigny Improvement Association (FMIA) Board approved a crime prevention campaign title Hide-Lock-Take: "Hide your belongings, Lock your car, Take your keys". Commissioner Cooper requested my assistance to gather the data to support this initiative for submission at the Security & Enforcement Committee at the May 17<sup>th</sup> meeting.
- d. Quality of Life
  - i. Graffiti: The French Quarter Business Association's VCGAP Graffiti Clean Up was Saturday, May 8th. There was a great of businesses, residents, and even visitors, numbering about 40 volunteers who turned out to remove graffiti on public property in the French Quarter. The Times-Picayune and Fox 8 News provided good coverage to the effort.

- ii. Ordinance No. 28,551 M.C.S: The City Council introduced an ordinance Thursday, May 6th, by request of the Mayor as follows: An Ordinance to amend Ordinance No. 28,551 M.C.S., as amended, entitled “An Ordinance providing an Operating Budget of Expenditures for the City of New Orleans for the Year 2021”; to transfer funds from the French Quarter Improvement Fund to the Department of Police to fund a Sergeant position and purchase vehicles to expand patrols within the Department of Police, 8th District; and otherwise to provide with respect thereto. It is being referred to the Budget Committee which meets next on May 13th. This open public meeting is required by the tripartite CEA that governs the French Quarter Improvement Fund, created to fund Quality of Life initiatives in the French Quarter.
- e. Commercial & Residential Vitality
  - i. New Orleans LGBT Hospitality Alliance (NOLHA): NOLHA has extended an invitation. On Wednesday June 2nd at noon on the corner of North Rampart & St. Ann Streets there shall be a ribbon cutting ceremony for the replacement of the LGBTQ flags on North Rampart Street.
- f. Meetings attended:
  - 4/13 NOPD MAX Meeting
  - 4/14 Ericksen Krentel audit kick off meeting
  - 4/15 FQBA State of the Industry luncheon
  - 4/19 FQMD Security & Enforcement Committee Meeting
  - 4/20 Virtual Meeting with District C
  - 4/20 FQBA Quality of Life Committee Meeting
  - 4/20 NOLHA Hybrid Meeting
  - 4/20 NOPD MAX Meeting
  - 4/21 FQMD Government Affairs Committee Meeting
  - 4/27 FQBA Meeting with District C
  - 4/29 FQMD meeting with Legal Counsel
  - 4/29 100 Block walk about with District C, VCC/HDLC, DDD & FQBA re: lighting
  - 5/3 Meeting with Office of Community Development & NORTA re: CDBG-DR Appropriation
  - 5/3 FQMD Finance & Development Committee Meeting
  - 5/4 NOPD MAX Meeting
  - 5/5 Blue Bikes meeting w/ FQBA & VCPORA
  - 5/5 Livability Committee Meeting
  - 5/6 Meeting with DDD and Lt. Palumbo
  - 5/8 FQBA’s VCGAP Graffiti Clean Up

VII. REPORT BY CHAIR, SECURITY and ENFORCEMENT COMMITTEE – Mr. Simms for Mr. Emory

- a. Vehicle Replacement Study: **ANNEX II** (*Attached as separate document*)
  - i. Discussion: The Polaris and the Spark fit the most criteria and a mix would probably be best. Ms. Simms noted the City Council Budget Committee is set to approve four vehicles from the French Quarter Improvement Fund (FQIF) and FQMD should make sure they are the vehicles applicable for our area’s unique use and not general NOPD fleet cars. Mr. Pendleton also noted the current ordinance states the vehicles are for the 8<sup>th</sup> District and that geographical area should be specifically the French Quarter as required in the FQIF documents.
  - ii. Ms. Cavett motioned (**M4**) that “following SEC research, FQMD recommends the Chevy Spark is the appropriate vehicle for the FQMD SPPP, to be black in color and equipped

with blue lights and the other accoutrements currently in use, to match the profile and the intent of the program...”, seconded by Mr. Simms and unanimously approved.

#### VIII. REPORT BY CHAIR, LIVABILITY COMMITTEE – Ms. Gasperecz

- a. Graffiti Removal Event: Slides were presented of the event highlighting the volunteers and the Quality of Life officers that attended as well as Councilmember Palmer and FQBA and FQMD members.
- b. E-assist Blue Bikes: There is a relaunch of this now dormant program. The blue bike will now have an assist mode with capped speeds. The program shall also feature a bike safety component. The goal is to have 500 E-bikes available by September 1, 2021. Hopefully, this will contribute to a slower and safer French Quarter. The same bike corrals (docking stations) shall be used and the bikes must be returned to the docking station or the renter shall be financially penalized.
- c. 5G Poles: The location applications are coming in now with the City and the VCC vetting this.
- d. Reimagining the French Quarter: There will be updates soon with one of the initiatives being a safer North Rampart corridor. Also, a bike lane is planned for Orleans Avenue to support Lafitte Greenway connectivity to the French Quarter.
- e. Sanitation: Ms. Gasperecz is waiting to hear back from the City and shall provide updates as they occur. This will be monitored to ensure our priorities are met.
- f. Summer Intern Program: The lighting and sidewalk projects will be launched this summer. This shall include City work in progress.

Discussion: Ms. Klein noted the lack of enforcement regarding the illegal golf “Party” carts that have begun operating usually from 11pm – 3am. They blast sound systems park for 20-30 minutes at a time on sidewalks by various bars and return multiple times withing the night. Ms. Klein asked the Livability or the Security and Enforcement Committee (SEC) to see what can be done about this. Mr. Pendleton noted this is one of many laws not being enforced and it should be noted at the next SEC meeting since Captain Caprera and District Attorney Williams shall be in attendance.

#### IX. REPORT BY CHAIR, GOVERNMENT AFFAIRS COMMITTEE – Mr. DeBlieux

He noted he was not in attendance and there was no quorum at the last meeting but he has reviewed the notes and discussed the with Ms. Frankic. The French Quarter Museum Association (FQMA) was reviewed and discussed with no edits; the consensus was to carry forward the existing Cooperative Endeavor Agreement (CEA) between our two groups.

Mr. Pendleton asked if Mr. DeBlieux would reach out to the City regarding the FQIF. He believes that fund is around \$3,000,000.00 and he would like to know if and how the money has been spent. It is his understanding that the FQMD is to be consulted before any FQIF monies are spent. Also, a report is needed on SPPP activities, since we have not received any stats on that for the usual monthly report since the City has taken control. He shall Mr. Emory to reach out as well.

#### X. REPORT BY CHAIR, FINANCE & DEVELOPMENT COMMITTEE - Ms. Raines

- a. Consider approval of a Resolution to continue the terms of the Cooperative Endeavor Agreement with the French Quarter Museum Association to act as the Fiscal Agent for the consortium. Since July 1, 2018, FQMD has collected \$12,000.00 in dues and \$2,700.00 in donations for FQMA. Distributions of \$4,000.00 for invoices were made. Mr. Caputo motioned (**M5**) to “approve the annual CEA with the FQMA with no terms changed...”, seconded by Ms. Cooper and unanimously approved. Mr. Pendleton says this an important to support French Quarter Culture.

Ms. Gasperecz noted the genesis of the FQMA began after Hurricane Katrina and the museums are the cultural life blood of the French Quarter, and need the most help. She is in full support of this collaboration.

- b. Consider approval of a Resolution to “enter into an Agreement to fund the Travelers Aid Society of Greater New Orleans to fund Needs Assessment of Street Homelessness within the French Quarter Management District. **ANNEX III**
- i. Ms. Frankic noted the SPPP fund balance is currently \$4,200.00. This project concept was initiated by the French Market Corporation and the study would determine the homeless population in the area and their needs. This shall take 1 - 4 weeks to collect the data and produce the study. This shall provide information for data-driven decisions regarding homelessness within the FQMD footprint..
  - ii. Mr. Caputo noted this initiative is in keeping with the mission of FQMD and New Orleans & Company is on board with this project to support the use of FQIF reserve to fund this study. Currently there does not seem to be a mechanism in place to identify and provide needed services to this population. This information should prove helpful to the City for next steps.
  - iii. Ms. Raines noted that the incentive food vouches should be just that and not coupons we are paying for something that is unredeemed.
  - iv. Public Comment: Ms. Neil noted that there are three separate areas (FQMD, French Market and DDD) being addressed in this study; she questioned how the data was being collected and segregated, as well as the funding. She noted the statics need to be segregated by area and not limped together so that FQMD is responsible for French Quarter data only. She explained the data is being collected using the Smart System App, and should include individual identifying data, so that person’s data is not entered multiple times, and both aggregate and individual data collection is important.
  - v. Ms. Cooper motioned (**M6**) that “ FQMD enter into an agreement with the Travelers Aid Society of Greater New Orleans to fund a homeless needs assessment within the French Quarter Management District...”, seconded by Ms. Gasperecz and unanimously approved. *Ms. Frankic shared the study criteria prior to the vote.*

**XI. BOARD ELECTION OF SECURITY AND ENFORCEMENT COMMITTEE VICE-CHAIR**

- a. Nominees for the remainder of 2021: Commissioner Cooper, the VCPORA appointee and Commissioner Simms, the Mayoral residential appointee.
- b. Mr. DeBlieux felt since the current Chairman is a Mayoral appointee, the Vice-Chair should be a non-Mayoral appointee to have more diversity in leadership.
- c. Ms. Cooper was elected by a majority. Ms. Cavett and Ms. Klein voted no, not as a negative for Ms. Cooper but citing Mr. Simms vast experience and working knowledge of the SPPP. Mr. Simms abstained.
- d. Mr. Simms withdrew his nomination. Mr. Pendleton thanked Mr. Simms for his vast service.

**XII. NEW BUSINESS – None to report or discuss.**

**XIII. NEXT MEETING DATE:** 14 June 2021 at Le Petit Théâtre Du Vieux Carré (*The Governor extended COVID remote meetings though May 28, 2021*).

**XIV. ADJOURNMENT –** Ms. Klein motioned (**M7**) to “adjourn the May 2021 Regular Meeting of the FQMD Commission at 3:57 p.m.”, seconded by Ms. Gasperecz and unanimously approved.

Respectfully submitted,  
(signed original available)  
Susan Klein, Secretary

ANNEX I:

# French Quarter MANAGEMENT DISTRICT

## PROCLAMATION

MAY 10, 2021

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### NATIONAL POLICE WEEK & PEACE OFFICER MEMORIAL DAY

WHEREAS, the men and women of the New Orleans Police Department Eighth District have been valued partners of the French Quarter Management District for their dedication and service to a diverse neighborhood that is the life blood of the City of New Orleans both culturally and fiscally.

WHEREAS, this past year has been challenging for New Orleans Police Department Peace Officers in new ways that were unimaginably difficult. With the COVID-19 pandemic that placed them on the frontline, exposing them to this deadly virus, which stretched their ranks thin but they continued their service with diligence.

WHEREAS, the New Orleans Police Department Eighth District lost two valued members; Senior Police Officer Mark Hall, Sr. and Homeless Assistance Unit Director Samuel Scaffidi.

WHEREAS, in 1962, President John F. Kennedy proclaimed May 15<sup>th</sup> as National Peace Officers Memorial Day and the calendar week in which May 15<sup>th</sup> falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

THEREFORE BE IT RESOLVED, the French Quarter Management District formally recognizes and expresses their gratitude for extraordinary efforts and sacrifices made by Peace Officers, and their family members, on a daily basis in service to the French Quarter of New Orleans, Louisiana during this 2021 National Police Week.

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Christian Pendleton, Board Chair

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Susan Klein, Secretary



## **ANNEX II:**

### **Proposed Needs Assessment Project: Scope of Project Document**

**Project: Needs Assessment of Street Homelessness in areas controlled by**

**French Quarter Management District**

**Proposed by: Travelers Aid Society of Greater New Orleans**

#### **Project Introduction**

A focused needs assessment of individuals living on the streets in the areas overseen by French Quarter Management District (FQMD) for the purposes of gaining accurate data on the population there, their needs, and realistic solutions desired by and available to that population. The study will use targeted surveys administered by individuals familiar with homelessness services to determine histories/demographics of individuals who are homeless in the area and to determine: what proportion of individuals would accept shelter if suitable shelter were provided; what proportion of individuals could be assisted in returning to a home elsewhere; what proportion of individuals are connected to and/or aware of available resources; what proportion of individuals face specific barriers (mental illness, severe substance abuse, mobility challenges, etc.) that prevent them from accessing services without significant continued street outreach assistance.

#### **Project Background**

Significant time and effort are expended by security, police, and stakeholders in this area to address complaints about and needs of individuals who are homeless. There exists interest in acting upon homelessness in these areas so that business and resident stakeholders, visitors, and individuals who are homeless and/or in need of social services can all interact safely and peaceably.

If funds are spent to create new services (shelters, outreach services, etc.) for the population of individuals who are homeless in the area or if new regulations are passed (clean zone implementation, increased use of police “sweeps,” new or increased enforcement of solicitation/loitering laws), it is important that any changes are done in ways that prioritize the ethical treatment of individuals living on the streets. It is important that any new services, programs, or regulations act to do the following:

- effectively address these individuals’ needs (as opposed to temporarily disappearing individuals through cycles of arrest or relocation to another neighborhood)
- effectively use limited financial resources to create services or programs that will be utilized and desired by those they are intended to reach.

While several proposals currently exist for addressing the needs and presence of individuals who are homeless in this area, no specific research has been done into the population’s needs, interests, or demographics. Data also does not currently exist on the number of individuals who are homeless in this area, making it difficult to plan for what volume of services (of any kind) are needed.

Accordingly, this project’s scope is the administration of a needs assessment of the area’s homeless population. This assessment will be done through targeted surveying within a fixed time window of several weeks. Unlike the yearly point-in-time count, which is administered by a collaboration of social services agencies and volunteers in a single night across Orleans and Jefferson parishes, this needs assessment will involve more in depth assessment of all individuals in a specific area and facilitate the generation of solutions desired by those who are homeless in this area as well as the creation of data about specific segments of the homeless population in this area so as to plan for connecting them to long-term solutions. Specifics of data generated described in “deliverables” below.

#### **Project Method**

This project will take place over 2-6 weeks. Within the given area, individuals trained by Travelers Aid Society (TAS) will survey the streets and public areas for individuals who are homeless during daytime and nighttime hours,

repeatedly. These individuals (henceforth “surveyors”) will have case management and homeless services experience prior to their training by TAS to ensure they are familiar enough with the landscape of resources that they can appropriately “translate” the narratives of homeless individuals when necessary (for instance, an individual who is homeless with a compromised memory may only be able to use referential terms to describe their income level or previous housing situation, but someone familiar with how public benefits and housing programs are administered will be able to contextualize these narratives and determine their reality).

Surveyors will canvass the given area in teams of 2, on a rotating basis, covering morning, daytime, evening, and nighttime, ensuring each area is covered repeatedly during varied times to guarantee as complete data reporting as possible.

Surveyors will be given a uniform survey to administer to each individual encountered as well as prompts for additional narrative collection during encounters with interested/frequently encountered individuals.

Surveyors will track information electronically and utilize client demographics and vital statistics to prevent duplication of results.

Surveyors will, where possible, compare narratives of those surveyed to available case management information to verify narratives (e.g., Was this individual actually housed before? Is this individual actually already engaged with a case worker?)

### **Project Deliverables**

- Survey creation tailored to garner relevant data about homeless individuals in area, needed resources, and other factors that may be of interest to stakeholders in area.
- All “raw” data produced from survey:
  - o Demographic information on population of homeless individuals (age, race, disability, income, time spent in New Orleans, time homeless, experiences of domestic violence, existing connections to social services, etc.)
  - o Heat maps of sleeping locations versus daytime locations
  - o Percentages of homeless population who are eligible for various housing interventions (x% could be assisted by UNITY-style assistance, Y% candidates for senior housing, group homes, nursing homes, etc.)
  - o Aggregated narratives on what draws individuals who are homeless to the area
  - o Aggregated narratives on what kind of shelter, housing, or other services homeless individuals who are homeless in the area would be most willing to accept
  - o Statistics and narratives on reported incidences of negative interactions with security, police, residents, businesses by individuals who are homeless in the area to determine average rate of such incidence and to isolate (1) individuals with highest rates of such incidence and (2) types of incidences most likely to occur in various areas
  - o Aggregated narratives of what individuals who are homeless understand to be the laws and regulations in place about use of public space/ panhandling/ bathroom use, etc.
  - o Any other information that staffs within FQMD wish to see captured
- Shareable data report presentable to stakeholders
- Clinical recommendations on next steps for services or resources investment (shelter design, targeted street outreach presence, advisement on how to alert individuals who are homeless to changing laws or regulations)
- Presentation of data and recommendations
  - o Can also present or work through data with other presences in the areas: NOPD, French Quarter Task Force, LEAD Program, security staff

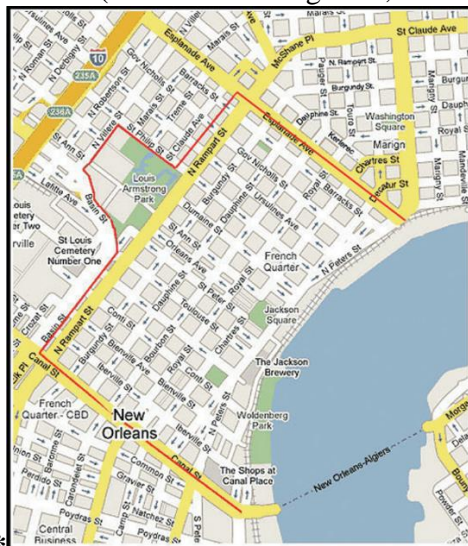
## Project Work Plan Timeline

- Week One [Preparation Phase]:
  - o Meet with FQMD to discuss focus of survey and determine any information or data points not included above that these groups would like to see included
  - o Meet with security teams, French Quarter Task Force, and NOPD officers from the area to gain sense of current hotspots and any particular frequent complaints / frequently encountered individuals (all blocks will be covered and all individuals encountered will be surveyed regardless – this meeting is to prepare surveyors with relevant safety and logistic information)
- Week Two [Preparation Phase]:
  - o Get green light on final version of survey from all parties
  - o Devise surveyor schedule for weeks of assessment
  - o Hire and train surveyors on survey specifics
  - o Assemble materials (printed surveys, gather survey incentives, area maps, relevant recording technology)
- Weeks Three – Four / Survey Completion [Active Project Phase]:
  - o Administer surveys in shifts throughout daytime and nighttime, covering all square blocks and all parks / industrial areas on foot during daytime and nighttime hours.
  - o Gather narratives from repeatedly encountered individuals to complement survey responses
  - o Track numbers of individuals in parks, gathering places, industrial areas, or on specific streets during each shift.
- First week after surveying is complete:
  - o Aggregate all data, review data and de-duplicate surveys
  - o Speak with FQMD about initial impressions
- Second week after surveying is complete:
  - o Prepare Presentation of Data – presentation session and printable report
  - o Present data to interested parties
  - o Prepare written report on clinical recommendations for continued services to address homelessness in the area

## Project Pricing

The pricing for this project is contingent on length of time required to cover selected areas.

**French Quarter Management District** roughly 86 square blocks, 1 significant park area along river, 2 significant urban park areas (Louis Armstrong Park, Jackson Square) \*Likely to need at



least 2 weeks of surveying\*

**Staff costs:**

**Outreach Coordinator:** 1 individual needed 8-12 hours per week, at \$22 per hour, needed all weeks of project length.

**Surveyor Staff:** 4-8 individuals needed 16-20 hours per week each (can be more individuals at fewer hours per week or fewer individuals at more hours per week), at \$15 per hour, needed on a more limited basis during first two weeks of project length (during training), then not needed during last weeks of project length (when data/reports are being created).

Week of Project	Staffing Level	Staffing Costs Per Week	Total Weekly Staff Cost
<i>Week One</i>	<b>1 Outreach Coordinator at 12 hours</b>	<b>12 x \$22 per hour =</b>	<b>264.00</b>
Week Two	1 Outreach Coordinator at 12 hours	12 x \$22 per hour =	264.00
	4 Surveyors at 16 hours	4 x (16 x \$15 per hour) =	960.00
<b>Subtotal Week Two</b>			<b>1,224.00</b>
Week Three	1 Outreach Coordinator at 8 hours	8 x \$22 per hour =	176.00
	4 surveyors at 16 hours	4 x 16 x \$15 / hour	960.00
<b>Subtotal Week Three</b>			<b>1,136.00</b>
<b>Week One Post-Survey</b>	1 Outreach Coordinator at 10 hours	10 x \$22 per hour =	<b>220.00</b>
<b>Week Two Post-Survey</b>	<b>1 Outreach Coordinator at 10 hours</b>	<b>10 x \$22 per hour=</b>	<b>220.00</b>
<b>Total Staffing Costs</b>			<b>3064.00</b>

**Other Costs:**

**Goods:** \$700 in small-denomination gift cards (survey incentives), \$50 (printing, gas reimbursement, etc.)

**Administrative Costs:** \$236 to assist with the overall project completion

**Total cost \$4000.00**

**Agency Background**

Travelers Aid Society of Greater New Orleans serves individuals and families experiencing homelessness in the greater New Orleans area. Travelers Aid Society currently holds contracts with United Way, with the City of New Orleans, with UNITY of Greater New Orleans, with the Downtown Development District, and with other state and local agencies. More information available at: [www.travelersaidsocietyneworleans.org](http://www.travelersaidsocietyneworleans.org)

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**ANNEX III: Replacement Vehicle Study May 10, 2021** (Separate document attached.)