





May 2008

Park Working Group Operational Plan

	Mar 08	Apr 08	May 08	Jun 08	Jul 08	Aug 08	Sept 08	Oct 08	Nov 08	Dec 08
BHS Collaboration	MOU 3/27 meet	4/24 meet cancelled	5/22 meet	6/26 meet	7/31 meet	8/28 meet	9/25 meet	10/30		
BHS Street to Home		Begin client evaluation 		First offers?	First moves?					
Park Engage Residents	Start		Convene assembly 		Assembly	Assembly	Assembly	Assembly	Assembly	Assembly
Park Policy: No structures	Off. Talley Early warning	Apr 15 ? Removal	Removed May 3	Enforce No Structures	Enforce No Structures	Enforce No Structures	Enforce No Structures	Enforce No Structures	Enforce No Structures	Enforce No Structures
Park Policy: Orderliness	SE District drive-by		Control donations	Control donations	Control donations	Control donations	Control donations	Control donations	Control donations	Control donations
Park Policy: Cleanliness	Contact BDP; MOU		Staff Training 	Recruit workers; equipment	Weekly cleaning	Weekly cleaning	Weekly cleaning	Weekly cleaning	Weekly cleaning	Weekly cleaning
Program Evaluation	Meet JHU; get BL photos	Establish Census 		Process	Process	Process	Process	Process	Process	Process
Program Funding	Weinberg St V \$2500 Parish Fund	Goldseker Parish Fund	Abell Application 6/16	Knott LOI 6/15	Knott Application					CHD Application
Parish Feedback	Meet 3/26; Website; Bulletin	April 6 Q+A	May 4 Q+A							

1. Park cleanup and structure removal May 3. Two dumpsters of refuse removed.
2. BHS: to begin census and evaluations in May; postponed pending structure removal; now scheduled for May 21, 22, 23.
3. Park manager position posted; interviews conducted and candidate offered position. Awaiting archdiocesan clearance.
4. DPOB has contacted us about training manager. Scheduled May 28.
5. Partners: Epic Church helped clean park and funds port-a-potty. St V will pay for second cleaning per week. Epic Church is exploring tree removal for us.
6. Park Donations: Have identified and contacted 4 regular contributors. Produced flyer for others.

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Duties of the full PWG:

- Implementing Parish Council approved strategies and plans;
- Identifying the principal issues and problems in park management;
- Formulating strategies to address these problems;
- Meeting with officials from city agencies as needed
- Anticipating park problems and addressing those reported by the program team.

PWG Duties assumed by Deacon Bill Pearson:

- Coordinating PWG activities with St. Vincent Committees as appropriate (Emergency Services, OLF Program, etc.)
- Maintaining open communication with parishioners through bulletin updates and website postings

PWG Duties assumed by Audrey Rogers:

- Obtaining Parish Council pre-approval of planned strategies and accompanying timeline for such strategies;
- Seeking funding for PWG activities;
- When park problems are anticipated, seeking Parish Council direction where necessary;
- Attending and reporting on all PWG activities to the Parish Council at their regular meetings;
- Coordinating PWG activities with the Social Action Committee;
- Keeping minutes and records of all PWG meetings (and also PWG-BHS minutes).

Program Duties for Deacon Bill Pearson as Program Coordinator (Backup from Audrey):

- Attending regular team meetings;
- Recruiting parishioners for park program activities and coordinating their efforts;
- Meeting with Park Assembly once established
- Overseeing Park Manager in directing cleaning activities
- Coordinating park donations.

Duties for Audrey Rogers as Program Director (Backup from Bill):

- Attending regular team meetings;
- Meeting with Park Assembly once established
- Conducting evaluations
- Interacting with funding agencies (applications and reports)
- Maintaining financial records for external or specific park funding.