

Dr. L. Pettis Patton, City Manager
April 2016 Accomplishments

I. City Council Leadership and Relationship Building:

- Planning
 - Strategic Planning – Continuing procurement process for upcoming comprehensive plan update project. Project will include a robust and innovative public outreach process.

II. Organizational Alignment, Development and Review

- Behavioral Healthcare Services
 - BHS staff conducted “Mental Health 101” training for staff at the Department of Social Services. This training was to assist DSS staff in understanding and recognizing mental health symptoms and how to deal with a crisis as such.
- Building Official/Permits and Inspections
 - Department of Finance is assisting in providing funds for specialized disaster response training (**Goal 2**).
 - Planning Department has offered financial assistance for demolition projects (**Goal 2**).
 - Collaborating with Public Works to find a replacement Elevator Maintenance Contractor (**Goal 2**).
 - April Permitting Metrics (**Goal 6**):
 - Issued 436 permits with a construction value of \$3,346,810
 - Performed 759 inspections.
 - Generated \$46,563 in New Construction revenue.
 - Reviewed 47 residential plans and 15 commercial plans that we charged a fee.
 - Permits and Inspections has been working in collaboration with the Planning Department to utilize CDBG funds for the demolition of

structures due to our limited funds. Four buildings were demolished, Two are in the process of being renovated are scheduled for demolition in the next two weeks.

- Engineering

- Staff is working with the Department of Human Resources to update job descriptions (**Goal 1**).
- Staff has embraced the “4000 Eyes” initiative and is providing information to other Departments and the Ombudsman as needed to help address issues encountered while out in the community (**Goal 4**).
- Participated in the interview process for the selection of the consultant that will be working on the update for the City’s Comprehensive Plan (**Goal 5**).
- The Engineering Department continues to provide technical support for various Departments to better define project scopes; review and comment on plans, specifications and estimates; and provide recommendations for next steps. Staff is involved in multiple CIP and CDBG projects involving the Planning Department, Public Utilities, Properties Management, Public Works, PRLS (Parks, Recreation and Leisure Services), Behavioral Healthcare Services, Social Services, IT Department, Fire Department, Police Department and Portsmouth Public Schools. Staff is currently evaluating bids for the Seawall Replacement – Areas 3 and 4. A few additional projects of note include improvements and upgrades for the Sportsplex at the former Pines site and new football field and associated improvements at the Cavalier Manor Recreation Center. In addition, staff is working closely with the SKW, ERC and VDOT as closeout procedures for portions of the MLK Freeway Extension have started (**Goal 8**).

- Finance Department

- Bond refunding - Bonds were refinanced on April 7 saving the city over \$4 million over the life of the refunded bonds which translates into approximately 8.82% savings on a net present value basis. The 2016 Refunding Bonds reduced the average interest rate on the refunded bonds from 5.24% to 2.33%.
- Budget FY 2017 - Conducted Public Budget Hearing on April 11 and posted FY 2017 Budget Facts on the city website to answer commonly asked questions.

- Financial training - continued financial system training for managers throughout the city.
- Distributed year-end financial closing process to city departments and agencies
- Fire Department
 - Met with the Civil Service Commission to discuss revising the promotional and hiring processes (**Goal 1**).
 - Continued to review staffing complements and ensure that our service model was in alignment with the position control (**Goal 1**).
 - Reviewed data and developed a plan to redistribute personnel to enhance service delivery to the community (**Goal 2**).
 - Hired nine (9) firefighter trainees (**Goal 2**).
 - Continued to review and began developing and implementing the fire department's priorities (**Goal 3**).
 - Transferred personnel to temporarily assume key management positions until the completion of the promotional processes (**Goal 3**).
 - The fire chief continued meeting with fire department and city personnel to begin fostering and building relationships and learning the practices and expectations (**Goal 3**).
 - Reviewed the current budget status and projections for the end of the fiscal year (**Goal 6**).
 - Council approved a grant funded purchase of equipment for the Hazardous Materials Team (**Goal 6**).
 - Continued with the coordination of the upcoming move to 311 County Street (**Goal 8**).
- Health Department
 - Portsmouth Health Department is in the middle of the 2014-2019 strategic plan cycle, and is conducting a SWOT (Strengths, Weaknesses,

Opportunities, and Threats) analysis to assess implementation effectiveness of the plan and changes that need to be made.

- Human Resource Management

- Continue reviewing all administrative policies to identify need of improvement, re-writes and edits (**Goal 1**).
- Partnered with the Planning Department to recruit for the vacant Manager of Transportation (**Goal 5**).
- Sponsored the City's first Walk @ Lunch Day as part of a wellness initiative to promote the health and well-being of every City employee (**Goal 9**).
- Launched the City's Fellowship/Internship Program Online (**Goal 9**).
- Administered an entry-level exam for the position of police officer (**Goal 9**).
- Conducted Interview Training for the Department of Public Works (**Goal 9**).
- Trained several hiring managers on the new online application system (**Goal 9**).
- Received training and access from the Virginia State Police to run criminal background and sex offender registry checks (**Goal 9**).
- Attended webinar trainings on Human Resource topics to include Wage and Labor Laws and Recruitment and Retention (**Goal 9**).
- Conducted a quarterly meeting of the Civil Service Commission and introduced the new Police and Fire Chiefs to the Commission and welcomed a new commission member, Barbara Reynolds (**Goal 9**).

- Completed a monthly review of the departments' compliance with employee performance evaluations (**Goal 10**).
- Partnered with City departments to revise job descriptions by having employees complete Position Questionnaire Descriptions (PDQ's) to gain an accurate depiction of employees' job duties and responsibilities (**Goal 11**).
- Completed the next phase in the employment process for the Director of General Services (**Goal 11**).
- Information Technology
 - Strengthening Cyber Security Policies / Procedures.
 - Wi-Fi Project Purchased / Implementation Plan.
 - Cyber Security / Phishing Projects Completed.
 - Network Credentials Renewal Project.
 - Project Management Tyler Technologies Integration.
 - Continued Deployment Workstation Refresh.
- Libraries
 - The City Manager's "4000 Eyes" plan is shared with the library management team.
 - Library Director Todd Elliott assumes role of president of the Virginia Public Library Directors Association (VPLDA) at the organization's Spring meeting.
 - Library director's participation in the National Day of Prayer committee.
 - Library staff Gregg Grunow, Patricia Little-Taylor, and Maria Hitching attend the International Evergreen Conference gaining valuable information to support our library system which is one of less than a dozen libraries in the Commonwealth to use "open source" technology for their integrated library system (ILS).
- Marketing, Communications & Tourism

- Continuously works with the budget team to disseminate information in an effort to create ease of understanding as it relates to the budget process. Uploaded 2017 Budget Facts to the city's homepage to give citizens yet another level of information (**Goal 7**).
- Currently completing evaluations of the submissions for the City's advertising agency of record. Interviews will be scheduled the week of May 9th (**Goal 8**).
- Working with the Department of Finance and IMG to standardize financial reports and process for submitting reports and remittances (**Goal 6**).
- Collaborating with team to coordinate, promote, and fundraise for the Portsmouth Relay for Life event at TCC in May 2016 (**Goal 2**).
- **Media Methodology (e-blast messages/promotion):** Portsmouth Relay for Life Raffle and Donation website; Portsmouth Pavilion Concert Season 2016; I.C. Norcom State Championship winnings; Museums: Special Day for Special Needs; Economic Development April Newsletter; Swimming Pool Guidelines; Portsmouth State of the City Address/Luncheon in rotation on PCTV; Oasis Walk for Hunger; the Inaugural Walk at Lunch Day for City employees; MINI Farmer's Markets; High School Bands for Portsmouth Memorial Day Parade solicitation; StarBase Victory Give Local 757 appeal; Portsmouth First Citizen Banquet; Portsmouth Public Schools Edibles for Education Fundraiser; 12th Annual Kite Festival at City Park; Tidewater Community College Visual Arts Center 2-Man Art Exhibit; National Bike Month; 26th Annual Umoja Festival; Elizabeth River Run; 132nd Annual Memorial Day Parade; R-Life Renaissance concerts; Willett Hall Concerts: Flamingo Fire & Ice Jazz, Portsmouth Community Concerts, Inc., The Young Irishmen, and Chrystal Williams; Neighborhood Yard Sale: Long Point Civic League; Elizabeth River Project Newsletter; Global Service Day/Hoffler Creek Newsletter; Youth Franchise Summit at Tidewater Community College; HR Green Newsletter (**Goal 2**).
- **Telling Our Story/Operation Positive Portsmouth:** Carnegie Hall Spotlights Singer and Portsmouth Native Sissieretta Jones; Working Out with Portsmouth businessman Maurice Slaughter; Portsmouth Economic Development Annual Report; Stormwater Management Shares in Week of the Young Child; Business Incubator in Portsmouth helping Startups thrive; Priming for the Future of Public Art in Portsmouth; Two Portsmouth Schools make U.S. News Top High School Ranking (**Goal 2**).
- Website Management: Continuing to work with City departments relative to website updates and the entire redesign and re-launching of the City of Portsmouth website (**Goal 2**).

- Museums
 - Attended Sensitivity Training for our Special Day for Special Needs on May 3rd in preparation for the event.
 - The *Centuries of Childhood* exhibit closed April 24th.

- Parks and Recreation
 - Hosted the Inaugural Employee Chili Cook off and raised \$371 for the American Cancer Society's Relay for Life.
 - Implemented new organization alignment in order gain efficiencies in delivering services.
 - Celebrated Bide A Wee Golf Courses 60th Anniversary with a Tournament.

- Planning
 - The Planning Department continues to develop zoning ordinance modifications to ensure alignment with City Council's Vision Principles for the Year 2030 and compliance with federal and state code requirements. Major new initiatives for April involve the City's sign regulations as a result of the 2015 US Supreme Court Case Reed v. Gilbert. The decision in this case will require a complete re-write of City sign regulations, both for public and private property, in order to ensure "content neutrality". The Planning Department is also working with the City Attorney's Office to adapt conditional rezoning processes involving proffers as a result of SB 549 from the 2016 General Assembly Session.
 - The Planning and Zoning staff continue to work with the City Attorney's Office to address issues resulting from the original adoption of the D2-FBC. Staff continues to discover issues with the ordinance. April activity includes developing potential code amendments related to non-conforming uses and structures as well as proposed projects that cannot comply with the D2-FBC Design standards.
 - All major City land use and transportation plans will be subject to review during the comprehensive plan update process including all downtown plans. Plans are all 5+ years old and need review with a post-recession viewpoint.

- The Planning Department participated in a meeting with the Hampton Roads Planning District Commission (HRPDC) and City of Chesapeake to discuss the possibility of preparing a Joint Land Use Study (JLUS) with the three Navy installations in Portsmouth. The advisory group agreed to continue the JLUS process subject to Department of Defense Office of Economic Adjustment project funding with HRPDC serving as project/contract manager. If successfully prepared it is anticipated the JLUS would be used and adopted as part of the City's comprehensive plan update.
- Police
 - Chief Chapman presented 100-Day Plan – Building Trust and Legitimacy to City Council. The plan included re-organizing the police department into geographical areas of responsibility (**Goal 2**).
 - Dr. Patton, Doug Weller and Acting Assistant Chief Wilson met with ODU professors to discuss violence and crime reduction partnership (**Goal 2**).
 - Chief Chapman continues to meet with members of her department to determine issues/concerns, as well as discuss expectations and core values (**Goal 3**).
 - Department directive on the use of body cameras was sent to all personnel (**Goal 3**).
 - Met with Dr. Patton to discuss curfew ordinance (**Goal 3**).
 - Budget documentation requested from City Finance is being completed (**Goals 6 & 7**).
- Public Utilities/General Services
 - Staff is collaborating with Human Resources to update current position descriptions (**Goal 1**).
 - Implemented the “4000 eyes” initiative. As stewards of the City, employees are responsible for communicating about any issues they observe in the community, not just those that pertain to their particular department. In this effort, information is shared between departments and with the City Ombudsman to resolve concerns in a timely manner (**Goal 4**).
- Public Works
 - Supervisors involved in interviewing candidates for Public Works attended a training session with Human Resources to gather clarity about the hiring/interview process (**Goal 1**).

- Management actively engaged employees regarding job description questionnaires and reviewed same for accuracy (**Goal 1**).
- The Public Works Stormwater Compliance Division received Certificates of Appreciation on April 22nd for volunteering at Churchland Academy Elementary School on Career Day (**Goal 4**).
- Social Services
 - The Director has been in collaboration with Human Resources to update all DSS job descriptions. This process is necessary for the advertisement of DSS vacant positions (**Goals 10 & 11**).
 - The Director and DSS staff met with the City Attorney's Office to further clarify and establish internal processes for contractual reviews and cooperative agreements for DSS (**Goal 8**).
 - On 4/19/16 DSS formerly recognized Administrative Staff for their support and assistance in the delivery of services to the citizens of Portsmouth (**Goal 4**).
 - On 4/22/16 DSS formally recognized Child Abuse Prevention Month. Staffs were recognized for their service and commitment to protecting children and strengthening families (**Goal 4**).
 - The Director is still in the process of review and realignment regarding the organizational structure within DSS. The Director is also addressing areas of training needed to enhance the skills of DSS staff and to improve overall service delivery (**Goal 2**).

III. Citizens, Community, and Business Engagement

- Behavioral Healthcare Service
 - BHS continues to work toward developing a trauma informed system of care for youth. BHS staff met with Portsmouth Public school social workers to discuss the project and future collaborative plans.

- Building Official/Permits and Inspections
 - Property Maintenance Inspectors are continuing to meet with civic leagues in the sectors of the city they are responsible for and reporting back any issues needing action to the Building Official. Civic Leagues meetings attended this month included: **Madison Ward Civic League, Lee Ward/North Brighton, Westbury Civic League, Highland Biltmore, West Parkview, Parkview, Cavalier Manor, Wilson Ward, and Cradock.** In **West Norfolk, Permits and Inspections** responded to the civic league inquiry by having an extremely large pile of trash and debris removed from one lot (**Goal 1**).
 - Continued to meet with the Future of Cradock group to discuss several of their issues. This led to collaboration with Waste management to remove several bulk trash items placed on the street and the demolition of two structures (**Goal 1**).
 - Permits and Inspections continues to work with the owners of 1140 London Blvd. Building 1, which was severely damaged by fire in March. We are assisting in expediting plan preparation for review and approval for the repairs (**Goal 1**).

- Economic Development
 - Co-sponsored Virginia Business Magazine's Annual Maritime Reception and marketed City during event in Norfolk (**Goal 2**).
 - Marketed Portsmouth to modeling and simulation firms as MODSIM in Virginia Beach (**Goal 2**).
 - Initiated and held meeting with head of Churchland Retail Area Business (CRAB) to foster Economic Development's relationship with this business organization and to become more engaged with them (**Goal 2**).
 - Initiated and held meeting with chair of Portsmouth Division of the Hampton Roads Chamber of Commerce foster Economic Development's relationship with this business organization and to become more engaged with them (**Goal 2**).

- Planned and staffed EDA's special called meeting on April 5th and monthly meeting on April 19th with the Chair and reviewed the monthly financials with the City's Finance Dept. for this council appointed board (**Goal 2**):
 - Continued to monitor 14 outstanding local incentive grants provided by EDA.
- Represented Portsmouth at Reinvent Hampton Road's Industry Clusters Workshop (**Goal 2**).
- Represented Portsmouth at the quarterly board meeting of the Hampton Roads Economic Development Alliance (**Goal 2**).
- Represented Portsmouth at Opportunity Inc.'s Communication's Committee meeting (**Goal 2**).
- Engineering
 - Staff has worked with VDOT to identify federal funding for the Paradise Creek Bridge Replacement project. This funding will help the City leverage additional funding for the project in upcoming applications to VDOT (**Goal 2**).
 - Staff has engaged the NAVY on the current and future projects in the GWH-Elm Avenue-Victory Blvd corridor (**Goal 2**).
- Health Department
 - Portsmouth Health Department assisted Healthy Portsmouth in bringing Fran Butterfoss, a nationally-renown coalition builder to facilitate a retreat to revise the coalition's mission, vision, values, and community health improvement plan on 4/21. Attendees included leaders from American Heart Association, American Diabetes Association, PRHA, American Cancer Society, Portsmouth PRLS, Portsmouth Public Schools, Bon Secours Health Systems, YMCA, Portsmouth General Hospital Foundation, EVMS, and Virginia Cooperative Extension.
 - Portsmouth Health Department continues to help guide a regional Hampton Roads initiative to develop an Accountable Care Community and build a regional data portal. The latest meeting held at The Planning Council on 4/19 included leaders from Sentara, Bon Secours, United Way,

other health departments, EVMS, ODU, and other Healthy Communities initiatives.

- Portsmouth Health Department has organized a communication campaign to address mosquito prevention and personal protection against Zika Virus during mosquito season. In addition to producing information materials, Portsmouth Health Department is working with Department of Marketing, Entertainment, and Tourism and the Department of Public Works to educate healthcare providers, and at-risk populations such as youth, women of child-bearing age, and pregnant women about personal mosquito prevention tips.
- Fire Department
 - The fire chief attended several community events (**Goal 1**).
 - The fire chief continues to meet with the regional fire department partners (**Goal 1**).
- Information Technology
 - Ntelos Pavilion Infrastructure Upgrades.
- Libraries
 - **Portsmouth Public Schools:** Churchland High School art students are working on a mural project at the Main Library Children's room (programming area). The project, which started April 23 and should be completed in May, is making the space more inviting while providing the students with community service time and an opportunity to broaden their portfolios.
 - The Library Director met with Jennifer Thomas, Instructional Technology & Media Supervisor with Portsmouth Public Schools, to discuss future collaborations and resource-sharing opportunities. Delivered copies of African American Heroes of Portsmouth for distribution to all PPS media centers (April 18).
 - Ariel Durall, PIO for PPS, reached out to Libraries in support of their Strategic Planning Survey. A link was placed on the department home page, and social media was used throughout the week as well as flyers at all locations.
 - **Outreach:** Library staff again participated at the Brighton ES PTA night, registering 8 children with new cards and providing information on programs.

- **Programs:** Erma Granger explained her quilting technique during a popular Quilting Class series at the Churchland Branch. Featured in the April 24th edition of the *Currents*.
- Presentation by Gino Francesconi, an archivist from Carnegie Hall who gave his unique perspective on the establishment of the Hall's archives and insights in performances of Portsmouth-native Sissieretta Jones, the first Black American to perform there. Organized by Museums and held at Churchland Branch Library (April 11).
- *Other community engagement information:*
 - Physical materials circulated: 19,786
 - Computer Usage Sessions: 4,131
 - Fines/Fees Collected: \$2,356.23
 - Monthly Visitor Count (all locations): 25,531
 - New Library Cards Issued: 423
 - Program Attendance: 1,843
- Marketing, Communication & Tourism
 - Unveiling and Council signing of the Public Safety Roll on Tuesday, May 10 in an effort to show solidarity with our Public Safety professionals and in celebration of Public Safety Month (**Goal 2**).
 - Meetings/Community Conversations: Olde Towne Business Association; Portsmouth Homeless Action Consortium (PHAC); Mayor's Military Affairs Committee; Downtown Norfolk Council; Hampton Roads Transit (**Goal 2**).
- Museums
 - Nano Day, held in conjunction with Norfolk State University, on April 4 had approximately 1,600 attendees.
 - Kite Day, sponsored in conjunction with BeachEvents was held on April 29 and May 1. The weather on May 1 hampered the participation at City Park.
 - Penny Neff, featured writer of *Altdaily.com*, published a positive story about Portsmouth, <http://altdaily.com/letter-for-the-love-of-portsmouth/> She recognized Gayle Paul and Lynette James as two of the people who promoted good stories about our City.

- *CURRENTS* featured a story on Gino Francesconi's presentation which was held on April 11th at the Churchland Library. His talk was titled "Behind the Scenes with Gino Francesconi: The establishment of the Archives at Carnegie Hall and Insights on Sissisieretta Jones."
- Planning is wrapping up for our first *Special Day for Special Needs* on May 15 at the Children's Museum of Virginia from 9-11 and at the Portsmouth Art & Cultural Center & Lightship *Portsmouth* Museum from 1-5.
- Art Teachers from Portsmouth Public Schools met at the Art Annex for a panel discussion on Arts for Gifted Students. Gayle Paul, curator of the Art & Cultural Center is working with Diana Davenport, PPS Art Supervisor on the creation of a summer art program for students that would create public art for Portsmouth.
- Parks and Recreation
 - Held a successful Arbor Day Celebration in coordination the Portsmouth Garden Club Council.
 - Planted 250 plants grown by Portsmouth Public Schools Horticulture Program to beautify various areas of the City.
 - Hosted three fund raising tournaments at Bide-A-Wee Golf Course for ODU Lady Monarchs, Bide A Wee Golf Association, and Virginia Sports Hall of Fame.
 - Hosted the Fire and Ice Jazz program at Willet Hall.
- Police
 - Held a Chief's Forum at the Churchland Library. – Presented 100 Day Plan (**Goal 1**).
 - Met with Principal Wallace at Churchland High School, who requested additional officer presence before and prior to the end of the school day. Friendly officers to get to know students (**Goal 1**).
 - Attended a Retired Senior Volunteers Award program (**Goal 1**).

- Met with Special Agents in Charge from the DEA, FBI, the Assistant Attorney General, and the Conciliation Specialist from the DOJ to discuss our on-going partnerships (**Goal 1**).
- Attended the US Attorney's Award ceremony honoring several of our detectives (**Goal 1**).
- Attended civic association meeting as Cavalier Manor and Long Point (**Goal 1**).
- Met with President of IDA Barber Day Care – discuss issues in the neighborhood (**Goal 1**).
- Attended the Commonwealth Attorney's Victim Rights Week Candlelight Vigil (**Goal 1**).
- Attended the State of the City Address (**Goal 1**).
- Guest Speaker at the Hampton Roads Regional Jails Employee Recognition Dinner (**Goal 1**).
- Guest on "Another View" NPR radio (**Goal 1**).
- Partnered with the Fire Chief and supplied breakfast, lunch and dinner to the dispatchers during National Telecommunications Week (**Goal 1**).
- Volunteer Opportunity – worked with my staff to pull weeds and beautify the lawn at Edmarc Hospice for Children. Staff also participated in Paint your Heart Out (**Goal 1**).
- Attended Citizen's Police Academy (**Goal 1**).
- Met with Chief Program Officer at the YWCA (**Goal 1**).

- Met with the Executive Director of the Friends of the Portsmouth Juvenile Court, Inc. (**Goal 1**).
- Featured on “HealthWatch” with other Hampton Roads Chiefs (**Goal 1**).
- Attended “Change of Command” and Retirement Ceremony for Rear Admiral (**Goal 1**).
- Participated in an interview by a college student (**Goal 1**).
- Served as a panelist for the Chamber of Commerce “Celebration of Women Leaders” (**Goal 1**).
- Attended the Chamber of Commerce Valor Awards breakfast (**Goal 1**).
- Attended Fourth Baptist Church's 20th Pastoral Anniversary of Pastor Charles W. Beamon (**Goal 1**).
- Chief Chapman spoke briefly at the Old Town Business Association’s meeting (**Goal 2**).
- Public Utilities/General Services
 - General Services (Waste Management) hosted a very successful Keep Portsmouth Beautiful recycling event on April 9th in collaboration with SPSA, RDS, Goodwill, Stealth Shredding and Lowe’s. Over 350 vehicles attended, donating over 3,000 pounds of goods to Goodwill, shredding over 3,000 pounds of paper, recycling 220 pounds of cardboard and 3,360 pounds of electronics (**Goal 2**).
 - General Services (Waste Management) hosted the Great American Cleanup event on April 16th. This event was a great success due to the volunteer efforts of City staff, local Boy and Girl Scout troops, Civic Leagues and school groups (**Goal 2**).
- Public Works
 - Crews began clean-up efforts of several lakes to clear debris and non-native alligator weed; prevents flooding of neighborhoods, fish kills, etc. (**Goal 2**).

- Public Works' Stormwater Compliance Division was featured in the Portsmouth Currents for receiving the Sustained Distinguished Performance Achievement Award by the Elizabeth River Project (**Goal 2**).
- Social Services
 - Portsmouth DSS and Norfolk Human Services continue to collaborate with VDOT regarding the development and execution of the Toll Relief program (**Goal 2**).
 - PDSS continues to work with Norfolk State University in finalizing the MOU for TANF recipients. DSS and Human Resources are also working with Tidewater Community College regarding the recruitment of interns. Human Resources will be providing assistance regarding the City's new process (**Goal 2**).
 - The Director attended two seminars this month at Old Dominion University that addressed issues of Child Advocacy and Child Abuse Prevention. The Director is working on collaborations with the Fatherhood Initiative Program and Norfolk Human Services on projects that will focus on community awareness and education regarding child abuse and neglect prevention (**Goal 2**).
 - The Director is in the process of scheduling visits to meet with local organizations in order to build relationships and forge partnerships that address the needs of the community (**Goal 2**).