



Travis County Commissioners Court Agenda Request

Meeting Date: January 10, 2012

Prepared By/Phone Number: Sherri E. Fleming 854-4100

Elected/Appointed Official/Dept. Head: Sherri E. Fleming,
County Executive for Health and Human Services and Veterans Service
Commissioners Court Sponsor: Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and Take Appropriate Action on Request for the Ending Community Homelessness Coalition to Occupy Office Space at the Palm Square Building

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

HHS/VS has received a request from the Ending Community Homelessness Coalition to use office space the Palm Square Building to house it's Executive Director and IT personnel.

ECHO's request is attached

STAFF RECOMMENDATIONS:

ECHO is currently engaged in work in the community that is critical to addressing issues of homelessness in Travis County. Staff supports and recommends that the Court approve this request for a period of one year. Staff will revisit the office use arrangements with ECHO prior to December, 2012.

ISSUES AND OPPORTUNITIES:

Allowing ECHO to share space with HHS/VS supports a critical community collaboration during a time of transition. HHS/VS staff see collaboration with community-based organizations as critical to fulfilling the delivery of services to Travis County residents and best positions us to advise the Commissioners Court on critical Social Services policy issues.

FISCAL IMPACT AND SOURCE OF FUNDING: The request will not increase the Travis County budget.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



January 3, 2012

Sherri Fleming,

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With a new year upon us, ECHO leadership is renewing our commitment to providing dynamic, proactive leadership that engages policy makers and the community to end homelessness. We are writing to request use of office space in your Palm Square Building at 100 N. IH35 Suite 1000. The downtown location is ideal for our work with County staff and officials, as well as City staff and local housing and service providers.

As you know, ECHO has never before had a physical office, nor had full-time staff. However by the end of January, we anticipate being a staff of 4-5 employees and it will be most effective and efficient for them to office together: three employees will administer the Homeless Management Information System (HMIS) and the other 2 include our Executive Director Ann Howard and part-time executive assistant Jessie Aric. We have canvassed the City for office space and sharing space at Palm Square with your team is most attractive.

The nature of our work is collaboration and officing together would further solidify the ECHO partnership with Travis County. It also puts ECHO in a space that's easy to get to and from, making appointments at the ECHO office attractive. We would be interested in improving shared meeting spaces, and would need reliable access to the internet. Depending on the size of the individual offices, we could us 2-3 offices for HMIS, 1-2 offices for Ann & Jessie and perhaps another space if available as a small conference/training room. Your large conference area would be very useful for the ECHO community, but we promise to be respectful of the many demands you have for it, too.

Please don't hesitate to ask us questions about this request, or call on us to help with next steps.


Ed McHorse

President



Ann Howard
Executive Director