



## Uptown Task Force

### Meeting Minutes

Thursday, November 4, 2021

10:00 AM

Via Zoom

**Present:** Dr. Brittany McDonald (Uptown Partners), Sabreena Miller (Uptown Partners), Jamie Piotrowski (Uptown Partners), Jason Jones (J.S. Jones & Still Consulting), Bill Generett (Duquesne University), Greg Alan (Duquesne Light), Dana Kramer (SEA), Roger Altmeyer (UPMC), Jeremy Smerd (Smerd Group), Derek Dauphin (City Planning), Paul Svoboda (Duquesne Light), Caroline Woodward (Bethlehem Haven), Gary Desjardins (PPG Paints), Alex Toner (University of Pittsburgh), Katie Grimm (J.S. Jones & Still Consulting)

### Agenda:

- (1) **Call to Order/Welcome:** Dr. Brittany McDonald convened the meeting around 11:08 a.m. with an introduction of all present Task Force members.
- (2) **Approval of Minutes:** Dr. McDonald asked for a motion to approve the October meeting minutes. No additions or questions regarding the October minutes. They were seconded without objections.
- (3) **Continuing/New Business:**
  - a. The new meeting time will be 10 AM moving forward. The day will remain the same as the first Thursday of each month.
  - b. **J.S. Jones & Still Consulting Final Report:**
    - UTF Shared Governance & Staffing
    - UTF Interview Findings
      1. **Discussion:**
        - a. Roger: Derek, was the UTF involved in the planning process?
        - b. Derek: Yes and no. The UTF was created at a different time. In the last 6 months, that's when voices were mainly included and it was a lesson learned by the City.
    - Recommendations
    - Governance
    - Backbone Support
    - Implementation
    - Summary
      1. **Discussion:**
        - a. **Dr. McDonald:** Where do the options come into these recommendations?

- b. **Jason:** There's an opportunity for shared staff in any model and collaboration with the Tri-Boroughs will help share the work. Uptown Partners could work on a shared model for staffing.
- c. **Dr. McDonald:** These recommendations don't seem as concrete.
- d. **Jason:** There are different paths for implementation. The UTF must determine how to move forward.
- e. **Dr. McDonald:** Is it broken out by option?
- f. **Jason:** No, but can be.
- g. **Dr. McDonald:** Having concrete steps...with specific action items would be helpful.
- h. **Roger:** [Would you] please review the membership levels?
- i. **Jason:** (1) Organization Membership: Voting rights and can attend meetings (2) Associate Membership: Non-voting, can attend meetings
- j. **Dr. McDonald:** Anything further?
- k. **Roger:** Subcommittees, do they stay intact under the plan?
- l. **Dr. McDonald:** Definitely.
- m. **Jason:** There should be a communication channel
- n. **Dr. McDonald:** Perhaps with individual action teams
- o. **Jason:** We'll connect to breakout action steps. Anything further?

*[Katie Grimm joins at 10:35 and offers thanks to UTF. A revised report including action steps, etc. will be sent by the consultants. She and Jason sign off. \*The existing report as presented will be included with minutes for reference.]*

2. **Continued Discussion:**

- a. **Dr. McDonald:** Recommendations seem open-ended and not actionable so the goal will be for them to tighten up the plan. We discussed interest in the previous Option 1. I'll touch back.

**(4) Action Team Updates**

- a. 4 action teams will remain intact. The Action Team work plans can begin development at the top of the year. Previous work plans were a bit ambitious.
- b. Template development may happen to improve momentum and goal success.
- c. Jamie is developing a *working days* concept for teams to meet.
  - **Discussion:**
    - 1. **Bill:** I will have someone serve on the development committee. We may need a fundraising/strategic planning committee.
    - 2. **Jamie:** Sending out dates for Community Action Team (CAT) meetings. Rather than holding regular meetings. Responses are low. I'm looking for more "big name" stakeholders present at CAT meetings. Attendees need to realize the other investments. [Updates include:] Food distribution, relationship building with local organizations, street outreach, garden cleanup, regularly held CAT meetings.

**(5) UTF Survey**

- a. UTF survey will be sent with minutes

**(6) Member Updates**

- a. **Dana:** CAP park opening this month. The ribbon-cutting ceremony is upcoming.
- b. **Paul:** Congratulations. That's a big accomplishment. This will be great for the area. From Duquesne's perspective, we'd like to be on next month's agenda regarding the Watson substation which will be in construction in late 2022. We want an early opportunity to encourage engagement. We are looking for session hosts.
  - **Jeremy:** Where is the substation?
  - **Paul:** Watson substation is between Moutrie and Forbes & Fifth.
  - **Bill:** Can we invite more people to the next agenda?
  - **Paul:** Thought is to engage UTF members first.
  - **Dr. McDonald:** In-person separate and UTF virtual.
  - **Paul:** Hybrid options will be available for separate committee meetings.
- c. **Dr. McDonald:**
  - Uptown Partners Updates:
    1. Call for Artists: Finalists Selected
    2. Historic Nomination for 1817 Fifth; Viability of Nomination approved by Historic Review Commission
    3. Working on Cleaning Initiative in addition to monthly cleanups
    4. Conservatorship being actively used as part of our toolkit
    5. Conversations with Zones 2 & 4 police
      - a. **Discussion:**
        - i. **Paul:** What is the plan for reuse [for 1817 Fifth]?
        - ii. **Dr. McDonald:** The first step is designation.

***(7) Adjournment***

**Next Uptown Task Force Meeting - 10:00 AM on Thursday, December 2nd, 2021, via Zoom.**