

GOVERNMENT OF THE DISTRICT OF COLUMBIA

EXECUTIVE OFFICE OF THE MAYOR



Responses to Fiscal Year 2020-2021 to date Performance Oversight Questions

Shawn Townsend

Director, Mayor's Office of Nightlife and Culture

Submission to

Committee on Business and Economic Development

Chairperson Kenyan McDuffie

Ward 5 Councilmember

March 3, 2021

Committee on Business and Economic Development

John A. Wilson Building

1350 Pennsylvania Ave., NW

Washington, DC 20004

Racial Equity

- 1) **In the context of the Office (including the Commission on Nightlife and Culture) and its mission, what are three areas, programs, or initiatives where you see the most opportunity to address racial inequity?**

Answer:

- a) **Ownership:** Assist in providing ownership opportunities for more racial inclusion via education, outreach, and access to resources.
- b) **Job Training:** Since 2019, MONC has partnered with Diageo to host Learning Skills for Life Bartending Training in S.E. (Malcolm X Opportunity Center). The training allows for is a free four-week training program that opens career pathways in bartending and hospitality while providing life skills to underserved members of our community. We look forward to continuing the partnership with Diageo but also seeking to create similar opportunities.
- c) **Access to Information:** Continue to conduct targeted outreach /awareness of policy changes, grant opportunities, community/public safety concerns, etc.

- 2) **Do you think there are any areas/programs where the Office has had success in building racial equity over the past year? What areas or programs?**

Answer: The Mayor's Office of Nightlife and Culture (MONC) has successfully conducted outreach to nightlife businesses in Wards 5, 7, and 8 regarding grant/relief opportunities made available by D.C. Government.

- 3) **Consider the demographic data the Office collects, tracks, and evaluates as part of its operations. Do you collect information on race and geographic area? If not, why not?**

Answer: The Mayor's Office of Nightlife and Culture does not collect data, however in furtherance of the Nightlife Economic Impact Report, MONC has utilized data provided to other government agencies, such as geographic and voluntarily provided race information.

- 4) **Consider one operational data point and one performance data point where you collect race information or could collect race information. How could the Office use this data to inform future programmatic decisions?**

Answer: The Mayor's Office of Nightlife and Culture does not collect data, however in furtherance of the Nightlife Economic Impact Report, MONC has utilized data provided to other government agencies, such as geographic and voluntarily provided race information.

- 5) **What are two areas or programs where the Office has significant potential to succeed in building racial equity? Please elaborate on why you chose those two areas.**

Answer:

- 1) **Grant/relief assistance:** MONC will continue to remove barriers and prioritize access to capital to businesses owned by historical disadvantaged persons in the District.

- 2) Targeted outreach: MONC will conduct targeted outreach to minority owned businesses to make vital information available and culturally competent.
- 6) **Consider what a racially equitable District of Columbia would look like. What are three ways the Office’s operations would reflect this achievement?**

Answer: For MONC, a racially equitable District of Columbia should provide equal access to every resident in all 8 wards to live, work, and play in the District. MONC will continue to engage all businesses, including minority owned businesses, to inform them of grant/relief opportunities made available by the D.C Government. Additionally, MONC will seek to establish private-public partnerships that would benefit marginalized communities of entrepreneurs and artists.

General Questions

- 7) **Please provide a current organizational chart for the Office, as of February 24, 2021, including the number of vacant, frozen, and filled positions in each division or subdivision. Include the names and titles of all senior personnel and note the date that the information was collected on the chart.**

Answer:


MAYOR'S OFFICE OF NIGHTLIFE AND CULTURE

Organization Chart
Updated as of 02/08/2021





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graph TD
    A["Director  
Shawn Townsend"] --- B["Associate Director  
Roger Sanchez"]
    B --- C["Community Outreach Specialist  
Jennifer McCahill"]
  
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- a. **Please provide an explanation of the roles and responsibilities of each division and subdivision.**

Answer:

- i. Shawn Townsend, Director

1. Provide oversight of all fiscal and programmatic matters.
 2. Responsible for direction and vision of agency.
 3. Plans, organizes and designs the administrative structure for the Office of Nightlife and Culture, and serves as key staff support for the Commission on Nightlife and Culture.
 4. Prepares annual report detailing actions taken and recommendations to improve the after-hours economy.
 5. Serves as point of contact for nightlife establishments to facilitate connections to District government agencies.
- ii. Roger Sanchez, Associate Director
1. Manage staff and day-to-day activities of the office such the weekly completion of Reopening phases reports.
 2. Assist with the development of a strategic plan for the MONC during the COVID-19 public health emergency.
 3. Organize and coordinate office administration and procedures.
 4. Serves as the office's Public Information Officer (PIO).
 5. Create and distribute a biweekly bulletin with relevant updates to inform our nightlife stakeholders.
 6. Conduct site visits as requested to assist businesses on how to safely activate indoor/outdoor space during phased reopening due to COVID-19.
 7. Assist in the coordination and development of public and private partnership to assist in the reviving the most vulnerable sectors of our nightlife economy.
 8. Coordinate and execute quarterly Commission on Nightlife and Culture meetings.
- iii. Jennifer McCahill, Community Outreach Specialist
1. Coordinates the response of multiple District agencies to solve persistent neighborhood problems to address nightlife issues that affect mixed-used neighborhoods.
 2. Develops partnerships with other entities, businesses, community-based organizations and citizens to support service initiatives and community problem solving.
 3. As liaison, provides project progress information to neighborhood stakeholders, including the Advisory Neighborhood Commissions, civic groups, tenant associations, faith based organizations, schools, businesses, other organizations, and schools, businesses, other organizations, and residents.
 4. Prepares weekly progress reports to the Director; and participates in related conferences, meetings and training seminars.
 5. Maintains FY20 establishment/community cases spreadsheet to monitor MONC involvement with assisting businesses and community.
 6. Transfers establishment/community cases to Salesforce for building an agency database of businesses and tracking issues pertinent to the businesses and community.

7. Fields calls and emails from businesses and community stakeholders addressing COVID-19 and ReOpening questions and concerns.
8. Assists with conducting multi-agency virtual roundtables to provide information regarding COVID-19/Reopening to businesses, Main Streets and BID's.
9. Conducts site visits to assist businesses with ways to safely activate indoor/outdoor space during phased reopening due to COVID-19.

b. Please provide an explanation of any changes to the organizational chart made during the previous year.

Answer: MONC has no organizational changes during the previous year.

- 8) **Please provide a current Schedule A for the Office which identifies each position by program and activity, with the employee's title/position, salary, fringe benefits, and length of time with the agency. Please note the date that the information was collected. The Schedule A should also indicate if the position is continuing/term/temporary/contract or if it is vacant or frozen. Please separate salary and fringe benefits and indicate whether the position must be filled to comply with federal or local law.**

Answer:

Posn Nbr	Title	Name	Empl Rcd	Hire Date	Vac Stat	Grade	Step	Salary	Fringe	Agency	Prgm Code	Activity
00043766	Outreach and Services Speciali	McCahill,Jennifer Erin	0	2/4/2019	F	5	0	\$ 72,447.80	\$ 14,054.87	AA0	5020	5020
00097296	Associate Director	Sanchez,Roger E	0	6/19/2017	F	5	0	\$ 72,447.80	\$ 14,054.87	AA0	5020	5020
00097760	Director of Nightlife and Cult	Townsend,Shawn J.	0	1/4/2010	F	9	0	\$120,541.99	\$ 23,385.15	AA0	5020	5020

- 9) **For fiscal years 2020 and 2021, to date, please list all intra-District transfers to or from the Office. For each transfer, include the following details:**

- a) **Buyer agency;**
- b) **Seller agency;**
- c) **The program and activity codes and names in the sending and receiving agencies' budgets;**
- d) **Funding source (i.e. local, federal, special purpose revenue);**
- e) **Description of MOU services;**
- f) **Total MOU amount, including any modifications;**
- g) **Whether a letter of intent was executed for fiscal year 2020 or 2021 and if so, on what date,**
- h) **The date of the submitted request from or to the other agency for the transfer;**
- i) **The dates of signatures on the relevant MOU; and**
- j) **The date funds were transferred to the receiving agency.**

Answer: MONC did not receive any intra-District transfers during FY20 or FY21, to date.

- 10) Please list any additional intra-district transfers planned for fiscal year 2020, including the anticipated agency(ies), purposes, and dollar amounts.**

Answer: MONC did not plan any intra-District transfers during FY20.

- 11) For fiscal years 2020 and 2021, to date, please identify any special purpose revenue funds maintained by, used by, or available for use by the agency. For each fund identified, provide:**

- a. The revenue source name and code;**
- b. The source of funding;**
- c. A description of the program that generates the funds;**
- d. The amount of funds generated by each source or program;**
- e. Expenditures of funds, including the purpose of each expenditure; and**
- f. The current fund balance.**

Answer: MONC does not have any special purpose revenue accounts.

- 12) For fiscal years 2020 and 2021, to date, please list any purchase card spending by the Office, the employee making each expenditure, and the general purpose for each expenditure.**

Answer: MONC did not make any purchase cards spending in FY20 or FY21.

- 13) Please list all memoranda of understanding (“MOU”) entered into by the Office during fiscal years 2020 and 2021, to date, as well as any MOU currently enforced. For each, indicate the date on which the MOU was entered and the termination date.**

Answer: MONC did not enter into any MOU in FY20 or FY21.

- 14) Please list the ways, other than MOU, in which the Office collaborated with analogous agencies in other jurisdictions, with federal agencies, or with non-governmental organizations in fiscal years 2020 and 2021, to date and whether there was an associated cost. If there was an associated cost, please report.**

Answer: In March 2020, MONC attended the Responsible Hospitality Institute Sociable City Summit in Seattle, Washington. The Summit allows for cities to share ideas on planning and managing hospitality zones to create safe, vibrant and economically prosperous places to socialize.

- 15) Please list all recommendations identified by the Office of the Inspector General, D.C. Auditor, or other federal or local oversight entities since the Office was created. Please discuss specifically what actions the Office has taken to address these recommendations. If a recommendation has not yet been implemented, please explain why.

Answer: MONC has not been inspected by the Office of Inspector General.

- 16) Please provide a table showing the Office’s Council-approved original budget, revised budget (after reprogrammings, etc.), and actual spending, by program and activity, since the creation of the Office. For each program and activity, please include total budget and break down the budget by funding source (federal, local, special purpose revenue, or intra-district funds).

Answer:

COMMUNITY AFFAIRS LOCAL BUDGET								
Appropriated Fur	Activity Title	Comp Source Group	FY 2020 Approved Budget	FY 2020 Revised Budget	FY 2020 Expenditures	FY 2021 Approved Budget	FY 2021 Revised Budget	FY 2021 Expenditures
	OFFICE OF NIGHTLIFE AND CULTURE	0011	\$235,602.16	\$235,602.16	\$242,102.74	\$265,437.59	\$265,437.59	\$70,397.12
		0013	\$0.00	\$0.00	\$98.00	\$0.00	\$0.00	\$0.00
		0014	\$49,240.86	\$49,240.86	\$54,897.62	\$51,494.89	\$51,494.89	\$16,524.53
		0020	\$10,000.00	\$10,000.00	\$0.00	\$10,000.00	\$10,000.00	\$0.00
		0040	\$50,000.00	\$36,236.54	\$28,966.60	\$8,490.00	\$8,490.00	(\$7,005.00)
	OFFICE OF NIGHTLIFE AND CULTURE TOTAL		\$344,843.02	\$331,079.56	\$326,064.96	\$335,422.48	\$335,422.48	\$79,916.65

- Include any over- or under-spending. Explain any variances between fiscal year appropriations, actual expenditures, and activity code.
- Attach the cost allocation plans for fiscal years 2019 and 2020.
- For the last fiscal year, did the Office have any federal funds that lapsed? If so, please provide a full accounting, including amounts, fund sources (e.g. grant name), and reason the funds were not fully expended.

- 17) Please list, in chronological order, each reprogramming in fiscal years 2019, 2020, and 2021 to date, that impacted the Office, including those that moved funds into the Office, out of the Office, and within the Office. Include the revised, final budget for your Office after the reprogrammings for fiscal years 2019, 2020, and 2021, to date. For each reprogramming, list the date, amount, rationale, and reprogramming number. Please also include the program, activity, and CSG codes for the originating and receiving funds.

Answer: MONC did not have any reprogrammings in fiscal year 2019, 2020, and 2021 to date.

- 18) Please describe every grant the Office is, or is considering, applying for in fiscal year 2022.

Answer: MONC is not considering applying for a grant in FY2022.

- 19) Please provide the duties and responsibilities of the Office including any additional powers that may be delegated. Please note additional powers the Office may have received as a result of the public health emergency.

Answer: MONC serves as an intermediary between nightlife establishments, residents, and the District government. This office is also tasked with promoting the nightlife economy through

key initiatives, inter-agency collaboration, and training opportunities. MONC has not received any additional powers as result of the public health emergency.

- 20) **Please list each contract, procurement, and lease, entered into, extended, and option years exercised by your office during fiscal years 2019, 2020, and 2021, to date. For each contract, please provide the following information, where applicable:**
- a. **The name of the contracting party;**
 - b. **Contract number;**
 - c. **Contract type (e.g. HCA, BPA, Sole Source, sing/exempt from competition award, etc.)**
 - d. **The nature of the contract, including the end product or service;**
 - e. **Contract's outputs and deliverables;**
 - f. **Status of deliverables;**
 - g. **The dollar amount of the contract, including amount budgeted and amount actually spent;**
 - h. **The term of the contract;**
 - i. **Whether the contract was competitively bid;**
 - j. **Subcontracting status (i.e. Did the Contractor sub any provision of the goods and/or services with another vendor);**
 - k. **CBE status;**
 - l. **Division and activity within ABRA utilizing the goods and/or services;**
 - m. **The name of the agency's contract monitor and the results of any monitoring activity; and**
 - n. **The funding source.**

Answer: MONC did not enter into any contracts in FY19, FY20, FY21, and to date.

- 21) **Please list all pending lawsuits that name the Office as a party. Identify which cases on the list are lawsuits that potentially expose the District to significant financial liability or will result in a change in Office practices, and describe the current status of the litigation. Please provide the extent of each claim, regardless of its likelihood of success. For those identified, please include an explanation about the issues involved in each case.**

Answer: MONC does not have any pending lawsuits.

- 22) **Please list all settlements entered into by the Office or by the District on behalf of the Office in fiscal years 2019, 2020 and 2021, to date, and provide the parties' names, the amount of the settlement, and if related to litigation, the case name and a brief description of the case. If unrelated to litigation, please describe the underlying issue or reason for the settlement (e.g. administrative complaint, etc.).**

Answer: MONC has not entered into any settlement in FY19, FY20, FY21, and to date.

- 23) **Please list the administrative complaints or grievances as well as the nature of the complaints or grievances that the Office received in fiscal years 2019, 2020 and 2021, to date, broken down by source. Please describe the process utilized to respond to any complaints and grievances received and any changes to Office policies or procedures that**

have resulted from complaints or grievances received. For any complaints or grievances that were resolved, please describe the resolution.

Answer: MONC did not have any administrative complaints in FY19, FY20, FY21, and to date.

- 24) Please describe the Office's procedures for investigating allegations of sexual harassment or misconduct committed by or against its employees. List and describe any allegations received by the Office in fiscal years 2019, 2020, and 2021, to date, whether or not those allegations were resolved.**

Answer: MONC follows the procedures specified in Mayor's Order 2017-313. Those procedures vest responsibility for investigating allegations with the Sexual Harassment Officer or SHO, who in turn presents a report to the agency general counsel who recommends any necessary personnel actions. And findings are reported to the Mayor's Office of Legal Counsel. As appropriate, BEGA, MPD, the Office of Human Rights, or DCHR could become involved. Fortunately, MONC has not had any reports in the reporting period.

- 25) Please list and describe any ongoing investigations, audits, or reports on the Office or any employee of the Office, or any investigations, studies, audits, or reports on the Office or any employee of the Office that were completed during fiscal years 2019, 2020, and 2021, to date.**

Answer: MONC did not undergo any investigation, audits or reports during FY19, FY20, FY21, and to date.

- 26) Please describe any spending pressures the Office experienced in fiscal years 2019, 2020 and 2021 especially in light of the public health emergency. Include a description of the pressure and the estimated amount. If the spending pressure is still on going, please describe any proposed solutions.**

Answer: MONC did not experience any spending pressures during FY19, FY20, and FY21.

- 27) Please provide a copy of the Office's fiscal year 2020 performance plan. Please explain which performance plan objectives were completed in fiscal 2019 and whether they were completed on time and within budget. If they were not, please provide an explanation.**

Answer: MONC does not have a performance plan, but instead has an internal review process within the Executive Office of the Mayor.

- 28) Please provide a copy of your Office's fiscal year 2021 performance plan as submitted to the Office of the City Administrator.**

Answer: MONC does not have a performance plan, but instead has an internal review process within the Executive Office of the Mayor.

29) Please provide the number of FOIA requests for fiscal years 2019, 2020, and 2021, to date, that were submitted to your Office. Include the number granted, partially granted, denied, and pending. In addition, please provide the average response time, the estimated number of FTEs required to process requests, the estimated number of hours spent responding to these requests, and the cost of compliance.

Answer: MONC did not have any FOIA requests in FY20 and FY21 to date.

30) Please provide a list of all studies, research papers, reports, and analyses that the Office prepared or contracted for during fiscal years 2020 and 2021, to date. Please state the status and purpose of each. Please submit a hard copy to the Committee if the study, research paper, report, or analysis is complete.

Answer: Please see attachment labeled “Nightlife Equity Impact Study.” Last year, the Office reported that it partnered with the Washington D.C. Economic Partnership to conduct a Nightlife Impact Study. The Nightlife Economic Impact Study was completed and released in February 2020. The purpose of this study is to assist MONC and the District at large to understand the dynamics of DC’s nightlife industry, from cultural and economic perspectives, and quantify the industry’s impacts. The major findings of this study are listed below:

- a) The District’s restaurants, bars, nightclubs, and performance venues contribute \$7.1 billion to the city’s economy.
- b) 2,400 businesses that generate \$3.1 billion in salary and wages for the industry’s 64,980 jobs
- c) The District’s nightlife businesses contribute over \$1.7 billion in additional annual revenue to industries outside the nightlife industry.
- d) Nightlife establishments contribute \$562 million in annual tax revenue to the District.
- e) The District’s restaurants and bars generate over \$4.7 billion in combined annual revenue, directly supporting nearly 54,000 full-time and part-time jobs.

31) Please separately list each employee whose salary was \$100,000 or more in fiscal years 2020 and 2021, to date. Provide the name, position number, position title, program, activity, salary, and fringe. In addition, state the amount of any overtime or bonus pay received by each employee on the list.

Answer:

Name of Employee	Title of position	Grade, Series	Date Employee began	Salary	Fringe Benefits	Job Status (Continuing, term, temporary or contract)
Shawn Townsend	Director	Grade 9	12/13/18	120,543.99	23,874.33	Excepted Service

32) Please list in descending order the top 25 overtime earners in the Office in fiscal years 2020 and 2021, to date, if applicable. For each, state the employee’s name, position number, position title, program, activity, salary, fringe, and the aggregate amount of overtime pay earned.

Answer: MONC employees did not receive overtime pay during the fiscal year 2020 and 2021.

33) For fiscal years 2020 and 2021, to date, please provide a list of employee bonuses or special pay granted that identifies the employee receiving the bonus or special pay, the amount received, and the reason for the bonus or special pay.

Answer: No employees were granted bonuses or special award pay in MONC in FY20 or FY21.

34) If there are any boards or commissions associated with the Office, please provide a chart listing the names, confirmation dates, terms, wards of residence, and attendance of each member. Include any vacancies. Please also attach agenda and minutes of each board or commission meeting in fiscal year 2020 or 2021, to date, if minutes were prepared. Please inform the Committee if the board or commission did not convene during any month.

Answer: Commission on Nightlife and Culture

Name	Confirmation date	Term	Ward	Meetings attended
Vinoda Basnayake	01/28/2019	03/15/2022	2	6
Cristina Amoroso	05/21/2019	01/21/2023	1	6
Ian Callender	01/28/2019	03/15/2021	6	6
Sarah Fashbaugh	10/14/2018	01/23/2023	1	6
Anwar Glover	01/28/2019	03/15/2022	1	3
Colleen Hawkinson	01/28/2019	03/15/2021	4	6
Chinyere Hubbard	05/21/2019	01/02/2023	2	5
Ris Lacoste	02/01/2019	03/15/2022	3	6
Nick Nayak	10/08/2019	01/02/2023	1	5
Maggie O’Neill	01/28/2019	03/15/2022	2	5
Jeffrey Scott	01/28/2019	01/02/2023	3	6
Keith Slade	10/12/2019	01/02/2023	1	6

Theresa Belpulsi	01/28/2019	01/02/2023	6	6
Keith Sellars	01/28/2019	01/02/2023	2	2

- a) There is one vacancy for a university member.
- b) Please see minutes and agendas attached.

35) Please provide a list of any additional training or continuing education opportunities made available to Office employees. For each additional training or continuing education program, please provide the subject of the training, the names of the trainers, and the number of Office employees that were trained.

Answer: MONC employees have received the trainings listed below, in addition to classes offered through PeopleSoft:

- i) BEGA Ethics
- ii) Sexual Harassment
- iii) LGBTQ Competency
- iv) Cyber Security

36) Does the Office conduct annual performance evaluations of all its employees? Who conducts such evaluations? What steps are taken to ensure that all employees are meeting individual job requirements?

Answer: Director Townsend conducts performance evaluations for MONC employees. Director Townsend also meets with MONC employees to discuss performance goals and work progress.

37) What are the top challenges the Office is presently facing especially in light of the pandemic?

- a) **In what areas (e.g., financial training, procedural training, etc.) do you believe the Committee can be more helpful in assisting the Office to meet the demands of the pandemic?**

Answer:

MONC's top challenges are finding substantial relief for businesses, especially those that have been ordered to close since March 2020. MONC will continue to work closely with the Deputy Mayor for Planning and Economic (DMPED) to find grant relief opportunities for this sector.

We thank the Committee for assisting in the Executive's efforts to provide information about previous grant relief opportunities that have been made available throughout the pandemic, but we do not believe that they are additional areas that require assistance at this time.

38) Please provide a complete list of the Office's current programs, community events, and initiatives. Include a brief description and general time frame for each item.

Answer: MONC is currently working in the following programs and initiatives:

- i) MONC x RAMW DC Marketing Recovery Campaign
 - (1) Create a multi-media campaign spotlighting the District's small, locally owned and operated businesses. Visuals are focused on how restaurants are creating dining experiences for guests at home during this time, and on unique outdoor dining spaces, Streateries, patios, and rooftops, and with visual focus on health and safety measures in effect.
 - (2) Timeframe: Through the end of Fiscal Year 2021
- ii) Educational Nightlife Industry Webinars
 - (1) MONC will continue to host educational webinars to inform the nightlife industry on the latest information regarding DC's relief efforts and reopening plans.
 - (2) Timeframe: Throughout FY 2021
- iii) Nightlife Economic Impact Study 2.0
 - (1) MONC will conduct a second economic impact study to assess how the pandemic has affected DC's nightlife industry.
 - (2) Timeframe: End of FY 2021
- iv) Training Day
 - (1) An informational workshop that allows the nightlife industry to engage with representatives from District agencies that have interest in nightlife activities. This quarterly workshop focuses on providing advice regarding policy and regulatory information to the nightlife industry. It is also an opportunity for the nightlife industry to have positive dialogue with government officials.
 - (a) Timeframe: Quarterly
- v) Shuttered Venue Operations Grant
 - (1) MONC is working with multiple agencies to conduct outreach with our shuttered local music venues.
 - (a) Timeframe: Throughout FY 2021

39) What has the Office done in the past year to make the activities of the Office more

transparent to the public? In addition, please identify ways in which the activities of the Office and information retained by the Office could be made more transparent.

- a) **Please discuss whether the Office has begun issuing its newsletter to the public. How often are the newsletter issued? What demographics does the Office target to issue the newsletter? How many newsletters are issued on a regular basis?**

Answer: MONC sends out a weekly and biweekly bulletin to over 2,900 industry stakeholders to provide the latest information regarding the District's relief efforts, updated guidance, and any other relevant information.

40) What collaborations, initiatives, or programs have been successful in fiscal years 2020 and 2021, to date?

Answer:

- a) MONC Nightlife Active Shooter Response Training
- i) MONC hosted a Nightlife Active Shooter Response Training while engaging with more than 150 nightlife operators and employees.
 - ii) MONC partnered with Nightclub Security Consultants to offer a free course available to nightlife businesses in all 8 wards to discuss how to respond to an active shooter incident.
- b) Mayor's Arts Awards
- i) The Annual Mayor's Arts Awards is an inclusive celebration for District residents of all 8 Wards honoring the city's vibrant creative community and patrons of the arts and humanities. MONC worked with OCTFME to create the inaugural Award for Excellence in the Nightlife Economy category. The first recipient was Marc Barnes owner of the Park on 14th.
- c) Skills For Life Bartending Class
- i) MONC partnered with Diageo's Learning Skills for Life Project Bartender Program to retain a permanent location. Additionally, Director Townsend was able to secure actor/musician Anwan Glover as the keynote speaker to inspire the recent graduates to pursue careers in the hospitality industry.
- d) Public Safety Roundtable at Nellies
- i) MONC partnered with the Metropolitan Police Department (MPD) and Nellies to conduct outreach and delivered a presentation to nightlife businesses on the 900 block of U Street to mitigate the increase in auto theft and pickpocketing crimes.
- e) Sexual Assault Bystander
- i) MONC partnered with the Mayor's Office on Women's Policy and Initiatives (MOWPI), DC Rape Crisis Center (DCRCC), and Uber to offer a Bystander Intervention Training to nightlife industry employees. The survivor-centered training was led by sexual violence prevention experts and advocates from DCRCC. The training educated attendees on the warning signs of potentially

unsafe situations and provided safe and positive ways to prevent or intervene in situations that could lead to sexual violence or harassment.

- f) DC Go-Go Bill Signing Day Celebration
 - i) MONC hosted the historic Go-Go music bill signing to designate Go-Go Music as the official music of Washington, DC. The bill calls for the implementation of programs to support, preserve, and archive Go-Go Music and its rich history. Following the signing, attendees enjoyed a performance by The Backyard Band.
- g) Keep Metro Open Rally
 - i) Ahead of a rally in support of restoring late-night service hours at The Washington Metropolitan Area Transit Authority (WMATA), Mayor Muriel Bowser and Director Shawn Townsend released the Economic Impact of DC's Nightlife Industry. The report provided an overview of the successes and challenges of DC's nightlife industry – a \$7.1 billion industry that supports nearly 65,000 jobs, more than 2,400 businesses, and \$562 million in annual tax revenue. With many (54%) of late-night workers living outside the District, one of the major challenges raised by industry leaders and workers was transportation. Specifically, 81% of surveyed establishments reported that extending WMATA's hours would benefit their business.
- h) Chinatown Facebook Live Lunch
 - i) MONC joined the Mayor's Office of Asian and Pacific Islanders Affairs (MOAPIA) and the Mayor's Office of Religious Affairs (MORA) at the New Big Wong Restaurant Facebook Live for lunch to increase food traffic in Chinatown at the onset of COVID-19.
- i) Reopen DC Sub Committee
 - i) Director Shawn Townsend was appointed to serve as the Associate Committee Director for the ReOpen DC Advisory Group—Restaurant and Food Retailers Subcommittee. This subcommittee was tasked with advising Mayor Bowser on best approaches and innovations on how to reopen Washington, DC's restaurant and food retail sectors after the swift and unpredictable onset of COVID-19.
- j) #MaskUpDC Campaign / Summer Restaurant Week
 - i) In light of Summer Restaurant Week 2020, MONC and the Restaurant Association Metropolitan Washington (RAMW) teamed up to amplify a #MaskUpDC Campaign through social media to encourage residents to support their favorite restaurants by dining in or taking out while adhering to guidance from DC Health. During RAMW's sponsored Restaurant Week, MONC visited several restaurants to record and highlight how they have had to adapt during the pandemic, as well as learn about their most popular dishes.
- k) Streatery Winter Ready Grant Program
 - i) On September 21, 2020, Mayor Muriel Bowser announced the investment of \$4 million through the Streatery Winter Ready Grant program to assist restaurants as they began to winterize their outdoor dining spaces in order to continue outdoor dining operations through the colder months. The \$6,000 grant program assisted businesses with defraying costs of equipment and materials related to outdoor dining.

- 1) Bridge Fund
 - i) MONC Provided valuable input to the Deputy Mayor for Planning and Economic Development (DMPED) team resulting in grant criteria for Restaurant and Entertainment funds. Additionally, MONC conducted outreach to eligible participants.
 - ii) Shuttered Venue Operations Grant
MONC is working with multiple agencies to conduct outreach with our shuttered local music venues.

41) Did the Office participate in any ethics trainings in fiscal years 2020 and 2021, to date?

Answer: Yes, MONC employees participated in ethics training in fiscal year 2020.

42) Please explain how the Office solicits feedback from customers.

- a) **What has the Office learned from this feedback?**
- b) **How has the Office changed its practices as a result of such feedback?**

Answer: While conducting outreach to businesses and District residents, MONC encourages feedback in order to better serve stakeholders. MONC encourages training attendees to submit feedback through the form of a survey at the completion of the training. MONC has learned that the nightlife industry appreciates the educational events and as such, we plan to offer additional training in the future. Based on the feedback, MONC has adjusted the time frame of the training to ensure that it does not interfere with the standard nightlife hours.

43) What were the Office goals for fiscal year 2021 and how has the pandemic changed these goals going forward for fiscal year 2022 and beyond?

Answer: MONC's goals are to educate and engage the nightlife industry through educational webinars. Prior to the pandemic, MONC would conduct these engagements in person but we have pivoted to an online model. MONC hopes to provide these educational trainings in person again when it is safe.

Commission on Nightlife and Culture

1. Please discuss the role the Commission on Nightlife and Culture has played or is currently playing since the rise of the pandemic.

- a. **How has the Commission assisted the Mayor's Office of Nightlife and Culture and any other District agencies in addressing the challenges the pandemic has raised for small businesses?**

Answer: Since the onset of the pandemic, the Commission on Nightlife and Culture has provided MONC and the District Government with recommendations on how to safely reopen live restaurants, bars, nightclubs, and entertainment venues in the District. Additionally, the Commission's chair has provided valuable input to the Deputy Mayor for Planning and Economic Development (DMPED) resulting in grant criteria for Restaurant and Entertainment funds.

2. Please discuss the number of times the Commission convened a meeting in fiscal years 2019, 2020, and 2021, to date. Also, please discuss how the pandemic has affected the number of times the Commission meets and if the Commission has transitioned to a virtual platform.

Answer:

- a. The Commission on Nightlife and Culture met in the following fiscal years
 - i. FY19
 1. July 9, 2019
 - ii. FY20*
 1. October 22, 2019
 2. March 10, 2020
 3. June 23, 2020 (Virtually)
 4. September 15, 2020 (Virtually)
 - iii. FY21
 1. January 26, 2021 (Virtually)

*The number of times that the Commission meet has not been impacted by COVID-19. The Commission has pivoted to a completely virtual meeting as of June 23, 2020.

3. Please discuss how often the Commission meets with the Mayor's Office of Nightlife and Culture and if there is a standard meeting scheduled monthly with both offices.

Answer: The Commission on Nightlife and Culture meets quarterly with the Mayor's Office of Nightlife and Culture.

4. Please share the recommendations the Commission has provided to the Mayor's Office of Nightlife and Culture for fiscal years 2019, 2020, and 2021, to date and share the ones that have been implemented.

Answer:

- a. The Commission provided the following recommendations to MONC in FY19, FY20, FY2021 and to date:
 1. Conduct a study to quantify the impact of DC's nightlife industry.
 2. Spread awareness and trainings for victims of sexual harassment in the nightlife industry.

3. MONC should address the disproportionate enforcement that Go-Go bands experience at different venues in the District.
- ii. MONC has implemented the Commission's recommendations by conducting and publishing the first-ever city-wide DC's Nightlife Economic Impact Study in 2020. Similarly, MONC partnered with DC Rape Crisis Center to MONC partnered with the Mayor's Office on Women's Policy and Initiatives (MOWPI), DC Rape Crisis Center (DCRCC), and Uber to offer a Bystander Intervention Training to nightlife industry employees. In addition, prior to the pandemic, Director Townsend was a driving force that orchestrated assistance for Go-Go Performances in conjunction with MPD.

5. Please provide a status update of the Nightlife Impact Study.

- a. **Last year, the Commission reported that the Nightlife Impact Study was scheduled to be released in February 2020. Please discuss if it has been released.**

Answer: Yes, the report was released. Please see attachment labeled "Nightlife Economic Impact Report" for a complete copy.

- b. **If it has, please discuss any recommendations that were provided and the steps the Commission will be taking to follow the recommendations.**

Answer: The study provided the following recommendations:

- a. MONC should work with DMPED and other partners to create equitable opportunities for the entire nightlife community including businesses, patrons, neighborhood residents, city leadership, and agency staff across all eight wards of the city.
- b. Key operational functions should include proactive support, serving as a nightlife stakeholder advocate and key point of contact, stakeholder facilitation, and providing guidance for city processes and policy.
- c. Industry support should focus on late night transit access, regulatory support, reducing avoidable cost burdens, community facilitation, and coordinating city services such as safety, pest control, cleaning, and waste management.

The Commission plans to also provide the Mayor (through MONC) recommendations described above in addition to equitable recovery efforts to improve and restore our vibrant nightlife.

6. What are the top five priorities of the Commission? Please provide a detailed explanation of how the Commission expects to achieve or work towards these priorities for fiscal years 2020, 2021, and 2022.

- a. **Last year, the Commission reported that there were public safety and traffic concerns with the Metropolitan Police Department and the District Department of Transportation. Please share some of the concerns raised and whether the concerns have been resolved.**

Answer:

The top five priorities for the Commission are as follows:

1. Address common nightlife industry complaints by working with the ex officio Commission members to find viable solutions.
2. Address public safety and traffic concerns with the Metropolitan Police Department and the District Department of Transportation.
3. Conduct a Nightlife Impact Study seeking strategic guidance as it relates to sustaining and/or improving the nighttime economy.
4. Provide sexual harassment training through the MONC and encourage additional nightlife stakeholders to host similar trainings to ensure that restaurant and bar workers are protected.
5. The Commission will work with District agencies to provide recommendations on how to activate vacant spaces to be used with minimal financial burden.

7. Please discuss if there are any vacancies available in the Commission and how the Commission is working to fill them.

Answer: The Commission on Nightlife and Culture has one vacancy and MONC is working with the Mayor's Office of Talents and Appointments to fill it.