To: Ms. Beverly Bailey
Fax #: 727-4925
Re: BZA Application # 16622
Date: October 19, 2000
Pages: 2, including this cover sheet.

FACSIMILE

Included in this fax is a copy of the letter to Ms. Roberts addressing the questions you spoke with me about today. Below is a breakdown of staff on duty during each shift:

6:00 a.m. 2:00 p.m.	Cook/housekeeper	1
7:00 a.m. - 3:00 p.m.	Morning Counselors	3
2:30 p.m. - 10:30 p.m.	Evening counselors	5
6:00 p.m. - 10:00 p.m.	Group counselors	(Including in the evening counselors)
10:00 p.m. - 7:00 a.m.	Overnight counselors	2

Weekend Counselors 2 per shift

Also, the number of regular staff totals 17.

DISTRICT OF COLUMBIA
OCT 19 00
PM 2:43

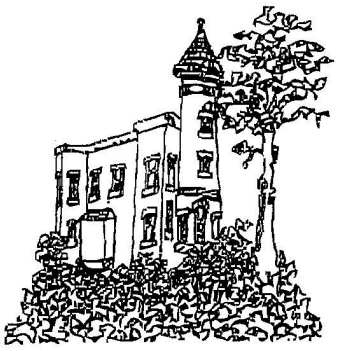
BZA
Case No. 16622
Exhibit No. 27

From the desk of...

Catherine Saunders-Jackson
Office/Personnel Manager
Sasha Bruce Youthwork, Inc.
741 8th Street, SE
Washington, DC 20003

(202) 675-9340
Fax (202) 675-9358

Board of Zoning Adjustment
District of Columbia
CASE NO.16622
EXHIBIT NO.27



Sasha Bruce Youthwork, Inc.

741 Eighth St. SE / Washington, DC 20003-2802 / (202) 675-9340 / Fax (202) 675-9358

To: Ms. Maxine Brown Roberts
From: Catherine Saunders-Jackson
Subject: BZA Application No. 16622
Date: October 6, 2000

MEMORANDUM

The following addresses the questions you asked regarding the Sasha Bruce House Residential Facility the is currently seeking an increase in occupancy:

How will we accomodate the additional five residents?

The facility has two large domitory bedrooms. There are currently 7 bed spaces in the male quarters and 8 bed spaces in the female quarters . There are separate locker spaces for each resident for personal belongings. The building has four levels which in additon to the male and female quarters includes a recreational area, living room, dining area, kitchen, laundry area, aftercare, offices and counseling space, and storage (floor plan included). The facility meets all fire and safety regulations. The Sasha Bruce House is large enough to accomodate 15 youth in it's current stucture.

How many rotating staff and shifts?

There are 17 ~~15~~ rotating regular staff. In addition to the regular staff Sasha Bruce Youthwork, Inc. employs a pool of relief counselors on an as needed basis.

6:00 a.m. - 2:00 p.m. cook/housekeeper
7:00 a.m. - 3:00 p.m. morning counselors
2:30 p.m. - 10:30 p.m. evening counselors
6:00 pm - 10:00 p.m. group counselors
10:00 p.m. - 7:00 a.m overnight counselors

If you have addtional questions or concerns please feel free to contact me at (202) 675-9340.