



OFFICE OF ADMINISTRATION & FINANCE

MEMORANDUM

**TO:** Pam Y. Eddinger, PhD  
President

**FROM:** John Pitcher, Vice President  
Administration and Finance

**DATE:** November 11, 2020

**RE:** Analysis and Recommendation on MEMA Operated Temporary Homeless Shelter

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**Background**

At the request of the Executive Office of the Secretary of Education, Bunker Hill Community College (BHCC) is considering the temporary location of a homeless shelter in the Gymnasium of the Charlestown Campus, operated by MEMA (Massachusetts Emergency Management Agency). We are asked to support the Greater Boston area as a homeless shelter from December 1, 2020 through April 15, 2021. Due to the COVID-19 Pandemic, existing shelters have reduced their total maximum capacity to maintain safe and consistent distancing. With the imminent onset of the winter months, this reduction could result in preventable health and life threatening events for those without adequate shelter.

**Analysis and Recommendation**

BHCC will be working with the Council for Disability Awareness (CDA), the Department of Housing and Community Development (DHCD), the Executive Office of Health and Human Services (EOHHS), as well as the Massachusetts Emergency Management Agency (MEMA). This analysis and recommendation is a follow-up to a request received from Ann Reale and Robert LePage of the Executive Office of Education to please consider opening up the BHCC facility if at all possible.

In consideration of our mission of service to the immediate communities, including the possibility that our students might be among those in need, and our status as a state-designated location as an emergency shelter site, I recommend that we proceed with this request and the due diligence in ensuring the viability of implementation.

The use of the Bunker Hill Community College facilities as a temporary shelter for people that are homeless is contingent upon receipt and acceptance of the MOA between BHCC and the appropriate involved agencies. Once the MOA is received, it will be reviewed with College Counsel.

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