

# **Presidents Council Meeting Minutes**

**October 26, 2015**

## **CALL TO ORDER**

*Connie Lydon*, Neill Hi-Rise, called the Presidents Council to order on October 26, 2015 at 10:00 a.m. and then proceeded with introductions.

## **SECRETARY'S REPORT**

*Bob Knutson*, PC/RPC Secretary, asked all attendees to look over the Minutes from the last meeting, and if there are any corrections, please bring them to his attention. A Motion was made to accept the Minutes as they stand by Kathy Hicks, which was seconded by John Cardoza. The Motion was carried.

## **TREASURER'S REPORT**

*Melissa Pappas*, PC/RPC Treasurer, Seal Hi-Rise, presented the Treasurer's Report.

1. Present 2015-2016 PC/RPC Budget.
2. September Treasurer's Report.
3. PC Audit Report.

The current balance is twenty thousand five hundred nine dollars and eighty-eight cents. (\$20,509.88). Kathy Hicks made a Motion to Accept the Audit, which was seconded by Mary Puente, and the Motion was carried. Melissa Pappas also asked for a Motion to approve the Draft Budget. Lisa Lee made the Motion, which was seconded by Kathy Hicks and the Motion was carried.

## **BOARD OF COMMISSIONERS REPORT**

*Mary Puente*, Commissioner, gave the Board of Commissioners Report from their Minutes of September 23, 2015. New Business discussion items:

1. Veteran's Affairs Supportive Housing Vouchers, better known as VASH. They are revising the *Admissions & Occupancy Policy* (AOP). The AOP allows expedited inspections so people who qualify for VASH can get into their housing faster.

## **BOARD OF COMMISSIONERS REPORT** (continued)

There are Extraordinary Administrative Fees (EAF) administering the VASH vouchers, and the EAF could be paid to reimburse the PHA for EAF costs related to VASH. The set aside funds further the national goal of ending Veteran homelessness by the end of 2015. There was a Motion to approve the actions related to the VASH Vouchers, and it was passed by a 7-0 vote.

2. Admission and Occupancy Policies for Public Housing time limits for over-income households. This is a big issue, and there was an enormous amount of discussion on this; and they're not done yet, so there was no final decision. Discussion will continue at coming meetings. The Board did ask that the staff approve a policy that the PHA will give notice on this issue. The staff is getting a draft in place for us to further look at.

### **MAINTENANCE REPORT**

**Tim Angaran, Maintenance Interim Manager**, said the season's construction is winding down and for a few of the buildings, exterior projects are wrapping up. They will be getting contractors out to trim trees, so watch for notices in case you need to move your car to avoid any damage from falling branches. On another note, he said the consultants with The Stanley Consultant Firm are out looking at hi-rise plumbing conditions, and you may have seen their trucks around. He mentioned that they did get a little disappointing news last week, that our application to Minnesota Housing Finance Agency for Ravoux plumbing and Mt. Airy Homes construction sites, have not been selected for funding. We cannot spend money ahead of what we received from HUD, but Tim said they will continue to go back and ask for funding and will look at those projects that they want to continue, and see how they can fund them over a multi-year process. Tim then answered questions.

### **PHA MANAGEMENT REPORT**

**Charisse Brown, Assistant Resident Services Senior Manager**, also addressed how the Minnesota Housing Finance Agency worked, and explained how they had only so much money to distribute for funding requests, and what we receive is proportional to the rest of the State. She went on to take questions. One question asked was whether non-residents could use the laundry facilities in the buildings. She stated our laundry rooms were for residents only.

## **SAFETY & SECURITY REPORT**

*Keith Draz*, Security Programs Coordinator, handed out a flyer to everyone regarding Harassment Restraining Orders (HRO's) to be shared with their respective buildings. He also spoke about the numerous gang-related shootings that have been happening. He brings this up because one of these situations happened right next to Iowa Hi-Rise. He stated that although the shooting didn't directly involve residents of Iowa Hi-Rise, there were people who saw what happened. He wanted to go over a couple of things in relation to that. He wanted to know if anyone has ever called the police because of shots fired and whether or not they provided the police with as much information as possible. The police respond very quickly to these types of calls. He stressed that people should report any type of gun information when they call 911. Also, don't assume someone else will call. The more calls the police get, the better. It's very important that the police are given a timeline and location. Try and be as descriptive to the 911 operator as possible regarding individuals; i.e., how they were dressed or, if a vehicle was involved, the type of vehicle they were driving, etc. Remember, the more specifics, the better.

Keith also addressed the big increase in drama in the buildings regarding various situations. He also emphasized that it isn't a good idea to loan money to anyone. More problems have occurred over money than anything else. If you're being bothered with requests for money, report it to your manager. Keith briefly spoke about Harassment Restraining Orders (HRO's) and how sometimes that's the only way to go, to ease the problem. He then went on to take questions. If you have any concerns, or would like to speak with Keith about a specific problem, give him a call at **651-558-2305**. He returns all calls.

## **OLD BUSINESS**

1. Computer Manuals: Julia Hupperts said the Manuals were distributed at the meeting on Friday and there is only one left. She said if anybody would like a manual they should talk to her. The manuals are also available on the Presidents Council website at [www.presidentscouncilstph.org](http://www.presidentscouncilstph.org).

## **NEW BUSINESS**

1. Challenge Grant Committee Meeting on November 13 at 10:00 a.m. in the first floor PHA Conference Room.
2. Community Building update: Mary Puente, Front Hi-Rise.
3. Interpreters.
4. All hi-rises should have a Computer Administrator.

## **COMMUNITY BUILDING UPDATE**

*Connie Lydon*, Neill Hi-Rise, said there was a conversation about how each hi-rise should have its own Community Builder. If your hi-rise doesn't have one, you should be looking for one. Please bring this up at your next Resident Council meetings.

## **INTERPRETERS**

Because of the high expense in hiring interpreters, there needs to be a discussion about different ways of having printed material and Resident Council meeting interpreters, without having to go through an agency. Ideas and comments are always welcome.

## **COMPUTER ADMINISTRATORS**

*Connie Lydon*, Neill Hi-Rise, said there should be a Computer Administrator for each building. It's very important to have one available, and if you don't have one, you should be looking to fill that position as soon as possible. Aaron Smothers, IT & Digital Literacy Coordinator, will be visiting each hi-rise soon, to evaluate the computers, i.e. perform updates, etc. Bring this up at your next Council Meetings. It's an important spot to fill.

## **CHALLENGE GRANT**

*Julia Hupperts*, Resident Council Coordinator, reiterated that PHA Executive Director, Jon Gutzmann, has issued a Challenge Grant to the President's Council in the amount of twenty five thousand dollars (\$25,000.00). The challenge for all of us is to come up with an idea that will benefit all the residents in all sixteen high-rises. The Presidents Council has the important job of deciding how best to use this Grant. Julia asked the hi-rise representatives to take a flyer back to their buildings. The flyer is about a meeting that's going to be held on November 13, 2015 at 10:00 a.m. in the first floor Training Room. *Jon Gutzmann*, PHA Executive Director, is challenging the Presidents Council to come up with helpful and beneficial ideas. But we must remember, there's no guarantee on this money, so the Council should be very clever and creative, and come up with ideas that will truly benefit and enrich the lives of all residents in the hi-rises. So our challenge is to post the flyer in your hi-rise and get people who are interested to come to the meeting in November and bring their creative ideas. **This Challenge is open to all residents.** The proposals for the Challenge Grant must be submitted to the PHA in mid-December and must be in writing.

*Eileen Tittle* was at the meeting and stressed that this Grant is different from the Special Call Grant through which we got to purchase furniture and other things. The Challenge Grant is about a concept and is not about replacing DVD players or buying another computer, etc. So it's important to think globally.

## **RESIDENT INITIATIVES REPORT**

**Alicia Huckleby, Resident Initiatives Director**, said she didn't have much to add this month, but there would be more to come at the November Meeting. She thanked everyone that helped get us off on the right track for the coming year. She also gave a quick ROSS update. Alicia says we're ahead of schedule and the report is much of what Connie Lydon stated, pertaining to Aaron Smothers, the IT & Digital Literacy Coordinator. He has his new schedule out, and we want to make sure that he's getting around to all the hi-rises on a monthly basis, doing all of the updates and meeting with the Computer Administrators. He will also keep Julia Hupperts and Melissa Pappas up-to-date on the Computer Labs. If you're unable to get in contact with Aaron please let Melissa or Julia know. She also said she was very excited at having an employee recognition event earlier this month, with PHA staff, and it was at that event they unveiled the PHA bee honey. Last April they put three beehives on the roof of the CAO – the cost of which comes out of our Building Fund and is not government money – and we contracted with Susan Brown, who is the owner of *Mademoiselle Miel* -- Miel is a French word for 'honey' -- across from the History Center. She's the one who does all the upkeep and harvesting of our hives, which allowed us to produce our very first batch of honey. Alicia's long term goal with this project is to market and sell the honey through *Mademoiselle Miel* and other PHA partners, along with grocery stores. The profits will be used to celebrate our PHA Residents Scholarship Program. That's why we named it "*Scholar B Honey*". Alicia also handed out a small jar of honey to everyone. In all, they ended up with over six gallons of honey this season, which is fantastic for the first time.

## **SHIP GRANT UPDATES**

**Ann Tranvik, Public Health Nurse**, said next week they're starting the new SHIP Grant, beginning on November 1<sup>st</sup>. They're finishing up with SHIP3 and are now moving on to SHIP4, and there are many changes. They're still working together with PHA and the Initiatives Department in helping to do more, and they'll also be working more on smoking cessation. She thanked everyone for their help and contributions. She gave an update on the *Food Donation Survey* that she handed out last week. The purpose is to find out what you need, how frequently what you have coming in, and if there are any gaps in resources that they can find other partners to fill. She handed out additional surveys to be given back to her when completed. She also said the Mobile Market is now stopping at seven sites, out of their total of eighteen. The Residents Initiatives Department helped them expand. She also gave an update on the vending machines.

## **SHIP GRANT UPDATES** (continued)

**Betsy Christensen, PHA SHIP Coordinator** said she wanted to thank everyone for their efforts in supporting the SHIP program. She also said they've been working on giving free bikes to needy kids. Their goal is to give away 300 bikes this year. She handed out flyers for the YWCA classes that have already started. These classes will be at Wilson and Neill Hi-Rises, but residents of all hi-rises are welcome to attend. Betsy also talked about the "Walk with a Doc" national program that took place at Neill Hi-Rise, in partnership with Allina and United Hospital. It was a success and well attended. Residents from various Hi-Rises walked with a doctor through the neighborhood. Please contact Betsy for dates and times at: **651-298-4030**.

## **PC BOARD ELECTIONS**

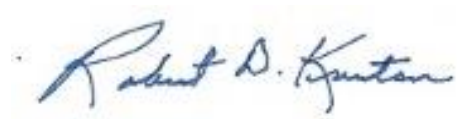
Eileen Tittle's last official duty as Resident Council Coordinator was to oversee the election of Board officers for the Presidents Council. She went over a few rules and structure before beginning the voting. The people elected today will serve a one-year term. It was decided at the May meeting that the structure of the Board would be a non-traditional Board of five members. Eileen then proceeded to call for nominations. Kathy Hicks, Connie Lydon, Lisa Lee, R.T. Grels and Melanie Fox, all nominated themselves to be Board members. A vote was taken, the ballots were counted, and all five people who were nominated were elected for another year on the PC Board. Two appointments were also made. Bob Knutson, PC/RPC Secretary, and Melissa Pappas PC/RPC Treasurer, were appointed for the year as well.

## **CLOSING**

**Julia Hupperts, Resident Council Coordinator**, said she's in the process of getting business cards made up, and will distribute them when they're completed. She reminded everyone that Veteran's Day is celebrated on Wednesday, November 11<sup>th</sup> and PHA will be closed that day to honor Veterans. Some Hi-rises have their Council meetings on that day, and she wants them to be aware that PHA will not be open. Those Councils should schedule their Council meetings for a different day, as PHA staff will not be there, and it's a requirement that meetings be held in the presence of staff. She also stressed that Councils find residents who are willing to be Community Builders and Computer Administrators. All hi-rises should have them. Political campaigning in the buildings was also brought up, and Julia stated that campaigning in the buildings can only be done if the candidate is present. Julia Hupperts also gave her contact information. She can be reached by email at [Julia.hupperts@stpha.org](mailto:Julia.hupperts@stpha.org), or by phone at the Presidents Council Office at: **651-292-6058**.

No further Presidents Council business was discussed or conducted, and the meeting was adjourned at 12:00 p.m.

Submitted by:



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PC/RPC Secretary  
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651-222-7656

### **Upcoming Meeting Reminders:**

**Presidents Council Meeting: Monday, November 23, 10:00 a.m. - 12:00 p.m.**

**Executive Committee: November 13, 11:30 a.m. - 3<sup>rd</sup> floor.**

**Community Building: November 6, 9:30 a.m. - 3<sup>rd</sup> floor.**

**Challenge Grant Committee: November 13, 10:00 a.m. – 1<sup>st</sup> floor.**

**Computer Team: November 19, 1:30 p.m. - Board Room.**

**Insider Newsletter: November 6, 11:00 a.m.**

### **Presidents Council Website:**

**[www.stphapresidentscouncil.org](http://www.stphapresidentscouncil.org)**