

# Presidents Council Meeting Minutes

October 28, 2019

## CALL TO ORDER

*Yasmine Amanou*, Central, called the Presidents Council Meeting to order at 10:00 a.m. Introductions followed.

## SECRETARY'S REPORT

*Bob Knutson*, PC/RPC Secretary, Ravoux, stated all Reps had a copy of last month's Minutes in their information packets. The Presidents Council Minutes are also available on the P.C. website. If anyone finds a discrepancy or error in the Minutes, bring them up during the Secretary's Report at the next meeting. A Motion was made by *Camille Gunderson*, Neill, to accept the Minutes as they stand. It was seconded by *Candy Pernel*, Ravoux, and the Motion carried.

## GUEST SPEAKERS

*Jolie Wood*, Ramsey County Policy Analyst, 2020 Census, Ramsey County is making a big effort in partnership with the City of St. Paul, to promote Census awareness and participation. They would like to have St. Paul Public Housing, and the residents of public housing communities as their partner in doing Census outreach. She passed around a packet entitled: *The 2020 Census and Your Community*, and proceeded to go over most of the information in that packet. It contained information about: *Why Does the Census Matter*, *Census Timeline*, *Your Voice and Representation*, *Federal Funding for Important Programs*, *Federal Spending Based on Census*, *Census is an Equity Issue*, *Your Information is Protected*, *What is Ramsey County Doing and What Can You Do*, *Census Takers Needed* and *When Jobs are Available*. You can find more information online at <https://2020census.gov/jobs.html>, and if you have any questions, contact *Jolie Wood* at [jolie.wood@co.ramsey.mn.us](mailto:jolie.wood@co.ramsey.mn.us), or phone her at **651-350-8796**. There is also a website for Ramsey County at [www.ramseycounty.us/census](http://www.ramseycounty.us/census). She also put out some outreach material that hi-rise Reps can take back to their communities to share.

*Amy Castle*, RN, SCRN Stroke Program Coordinator, United Hospital / Allina. She is involved and works with their stroke program at United. She was interested to know when would be a good for them to come out to the hi-rises and do some education and primary prevention on critical control risk factors for strokes. They have medications that can be given in the event of a stroke, but there is a limited time factor that these medications would be effective. She went over in more detail what the symptoms were and the timeline involved for receiving these medications, for them to work at reversing a stroke.

## TREASURER'S REPORT

*Melissa Pappas*, PC/RPC Treasurer, Seal, gave a rundown of income and expenses for the month of September. The cleared balance is eighty-seven thousand, seven hundred eleven dollars and seventy-seven cents (\$87,711.77). The ending balance is eighty-four thousand, nine hundred thirty-nine dollars and ninety-five cents (\$84,939.95). The report will be filed for audit.

## **PHA MAINTENANCE REPORT**

Brent Feller, Construction Program Manager & Maintenance Contracts, stated they did close on their RAD transactions. He also gave an update on projects that they currently have going on at various hi-rises concerning trash compactors, domestic water booster pumps, etc. They have been visiting resident council meetings to keep them up-to-date on projects.

Mike Silvan, Assistant Maintenance Director, talked about laundry contracts. A new contract will be signed within the next few days for another five years, but the cost of doing laundry will remain the same. The only difference you might see is that some of the top-load washers will be replaced with front-loading washers, which will use less water.

The whirlpool tubs will be finished up by the end of January at five hi-rises. Also, starting today PHA staff will be coming into your apartments to check on your air-conditioning units, to make sure the sleeves are in good condition and the insulation is effective. This is done to avoid water pipes freezing up and bursting during the winter.

Mike also stated that residents with pets should be very careful when they're near an elevator. There had been an incident of a dog going into the elevator on a leash while the owner was still in the lobby, and the elevator doors closed and the elevator went up. In this particular case, the dog was uninjured, but incidents such as this can shut the elevator down or cause serious harm or death to your pet. To avoid these situations, keep your pets near you at all times when you're near elevators.

## **PHA MANAGEMENT REPORT**

Charisse Brown, Assistant Resident Services Senior Manager, reiterated on what Brent Feller stated about RAD. They did close on the RAD signing on the 3<sup>rd</sup>, so therefore this is the part where all residents participate. Starting on November 12<sup>th</sup>, your building managers will be posting throughout the building, when the RAD PBRA lease signing will be for your particular floor. When you attend the meeting you will get a packet and there will be presented with a PowerPoint presentation for most of the buildings. It will take two to three hours. If you do not attend the meeting you can obtain your lease from the manager, complete it and return it back to the manager. There will also be an Acknowledgement page to sign, as well, which explains all the rules to abide by. She emphasized that one of the changes will be that your rent must be paid by the fifth of the month, starting January 1, 2020. Use the computers at your hi-rises to pay your rent online to avoid any problems. If you need help doing that, the manager or Human Services Coordinator can help you. In any event, your rent must be paid and processed by the PHA by the 5<sup>th</sup> of the month. Also, any income changes over \$200.00 must be reported to the manager. The amount was previously \$1000.00.

Staff changes will be occurring January 1st at Wilson, Hamline and Seal hi-rises. There will also be staff changes at the Family Sites.

There will be a notice in your November rent statement announcing that all hi-rise management who are currently located at 555 Wabash, will be relocating to Valley Hi-Rise. If you want to see any of these people, you will have to go to Valley Hi-Rise, not downtown. This will ease the parking lot congestion downtown and will also reduce foot traffic. Parking is also more accessible at Valley Hi-Rise. This will be effective January 1, 2020.

## **SAFETY & SECURITY REPORT**

*Sgt. Amy Boyer*, St. Paul Police Department, ACOP unit, stated that there have been problems – especially at Exchange Hi-Rise – of people trying to get into the building now that the weather is getting colder. She encourages all residents to ensure the doors are secured. She also wants everyone to be mindful of their surroundings. A resident of one of the hi-rises was a victim of Aggravated Robbery and had her purse stolen while she was off-site. So always be aware of things going on around you when you're out and about. Also, if you see an authorized person in your building, don't approach them. Call the police.

If you need information or have questions, contact Sgt. Boyer at **651-558-2305**, or you can email her at [Amy.Boyer@ci.stpaul.mn.us](mailto:Amy.Boyer@ci.stpaul.mn.us).

## **NEW BUSINESS**

*John Cardoza*, President, Cleveland, talked about the Community Sharing Circle and stated the meeting of this group will take place at different hi-rises each time they meet. This Friday, November 1, 2019 at 10:00 a.m., Hamline Hi-Rise will host the group and all are welcome. He asked if there was any hi-rise that would like to host the meeting in December and Central accepted. Wilson Hi-Rise accepted to host in January..

*Betsy Christensen*, SHIP, spoke about a Letter of Support that she's seeking from the P.C. For the past four years they've been partnering with the City of St. Paul Parks and Recreation Department to host their Park Ambassadors Program, which is the different trips that are taken to regional parks throughout the city. Each year the City of St. Paul applies for funding for that program through the Capitol Region Watershed District. She wanted to know if the P.C. would be willing to send in a Letter of Support in their grant application, which she had already drawn up for signatures from resident council hi-rise representatives. She then read the letter to the P.C. and a Motion was made by Angela Graves of Hamline, that the letter be sent from the P.C. It was seconded by Violet Brant, Wilson, and the Motion carried. Bob Knutson, Secretary, Ravoux, signed at the bottom of the main letter and it was then passed around for a signature from each individual hi-rise representative.

## **OLD BUSINESS**

**BUDGET:** Melissa Pappas, Treasurer, Seal, asked if everyone had a chance to look over the Budget which was drafted last month. She called for discussion, changes or corrections and none were made. Candy Pernel, Ravoux, made a Motion that the Budget be approved as it stands. It was seconded by Amy Seaman, Montreal, and the Motion carried.

**STIPENDS:** Melissa Pappas, Treasurer, Seal, called for discussion, changes or corrections to the proposed Stipends and none were made. A Motion to accept the drafted Stipends as they stand was made by Candy Pernel, Ravoux, and was seconded by Amy Seaman, Montreal, and the Motion carried.

*Julia Hupperts*, Resident Council Coordinator, stated that at last month's P.C. Executive meeting, new officers were sworn in. Also at that meeting Bob Knutson, Ravoux, Secretary and Melissa Pappas, Treasurer, Seal were temporarily appointed for one month to remain in those positions. Today, Julia Hupperts called for a vote by the Presidents Council to appoint Bob Knutson, Ravoux, and Melissa Pappas, Seal, as Secretary and Treasurer, respectively. Ron Sexton, Exchange, made a Motion that these two appointments be approved. It was seconded by Amy Seaman, Montreal, and the Motion carried. Bob Knutson and Melissa Pappas were then sworn in for another year.

## **OLD BUSINESS** (continued)

Julia also presented a draft form for taking the Minutes at resident council meetings, which will make it easier and more user-friendly for secretaries. She asked for a Motion to initiate that change in the Resident Council Guide. Candy Pernell, Ravoux, made a Motion that the new form be approved. It was seconded by Amy Seaman, and the Motion carried.

## **RESIDENT INITIATIVES REPORT**

*Alicia Huckleby*, Resident Initiatives Director, spoke about Memorandums of Understanding (MOU) between the PHA and the Presidents Council City Wide, as well as from all of the individual hi-rises and the St. Paul PHA. RAD will be taking effect on January 1, 2020, which means that the hi-rises and townhomes moves from under the HUD Low Income Public Housing Program, to HUD's Multi-Family Housing Program. What Resident Initiatives and Resident Services realized with that change, is that all of the current language in our MOU's needs to change, and we need to start working on a new draft of the MOU. Currently, resident councils and City Wide have basically had the same MOU, but some of the hi-rises have had different versions, making them different from the P.C. and City Wide. To make it much simpler going forward, all will use the same document. Many people are working on a new draft MOU which can be used by any resident council as well as City Wide. The MOU drafts should be complete later this week and they will get together to get the draft ready to go. They can then be brought before your resident council Executive Board to look first and then bring it before their resident council, as well as the City Wide Executive Board. After that is done the draft MOU will be brought before the Presidents Council to review and vote on. Alicia then answered any questions.

## **BOARD OF COMMISSIONERS REPORT**

*John Cardoza*, Commissioner, Cleveland, gave an update for the months of September and October, giving a rundown of what the Board of Commissioners had been discussing and what proposals were made at their meetings. More detailed information on these meetings can be found on the P.C. website.

## **GREEN INITIATIVES REPORT**

Natalie Mikkelson, PHA Green Initiatives Technician, stated someone had asked about garden training, so she will be addressing that today. Ramsey County Master Gardeners offers six free training sessions where you'll learn about growing vegetables, soil quality, composting, fertilizers, indoor plant care, community building and mediating conflict. This training begins February 24<sup>th</sup> and will last for six consecutive Mondays in a row, broken into two-hour sessions. The sessions are between 4:00 and 6:00 p.m., but there is flexibility for a two-hour session from 3:00 to 7:00 p.m. as well. Training will take place at the Mt. Airy Community Center. She passed out flyers containing more information on the Community Garden Mentor Training. You are required to attend at least five of the training sessions, and at the end of the training there will be a field trip in April or May. You can apply to get a bus pass, if you're approved for the program, for transportation to Mt. Airy. After completion of the program, you can be an educational resource for other gardeners. The closing date for applications is December 31, 2019. Flyers are also posted in the hi-rises. Natalie then answered any questions. If you have any questions or need further information on gardening and recycling, contact Natalie Mikkelson at **651-298-5222**, or email her at [Natalie.Mikkelson@stpha.org](mailto:Natalie.Mikkelson@stpha.org).

## **SHIP GRANT UPDATE**

Betsy Christensen, SHIP Coordinator. Betsy stated the SHIP acronym stands for **Statewide Health Improvement Partnership**. It's a partnership the PHA has with Ramsey County Public Health, to improve the health of our communities. This work takes place across the state of Minnesota, based on what the community's needs are. She also handed out materials regarding strokes and again went over what some of the symptoms of strokes were. She said they will be working to get a contract in place with Amy Castle and United Hospital, and sometime early next year they will be able to get sessions set up at the hi-rises that are interested.

Ann Tranvik, Ramsey County Public Health nurse, spoke about a project that's been in the works for a couple of years. Questions have been raised about where the resources are in their communities; i.e., food shelves, places to be physically active in the parks under the Parks and Recreation Department. She handed out a guide and map to low cost or free food resources, along with physical activity, including parks and bike trails in St. Paul. It will be updated on an annual basis and they also want to create a web link so people can go online and find out about these resources.

**Smoking Cessation Support Stations** are for drop-in, expert cessation advice, carbon monoxide monitoring, referrals to QUITLINE and free quit kits. Any PHA resident may go to any site offering a Cessation Station. Valley and Central Hi-Rises have had theirs already and upcoming Cessation Stations include Edgerton on 10/30, 2:30-4:00 p.m., Neill on 11/6, 1:00-2:30 p.m. and Wilson on 11/12, 3:00-4:30 p.m. Dunedin is pending. Any questions, contact Ann Tranvik at **651-266-2509**.

**Mini-Quit Mondays QuitCash Challenge.** Sign up online at [www.quitplan.com/quitcash-challenge/mini-quit-mondays.html](http://www.quitplan.com/quitcash-challenge/mini-quit-mondays.html).

- November 11, 2019 Delay and Distract. Any time you get a craving, distract yourself to delay having a smoke.
- December 9, 2019 Identify the Trigger: Identify one of your personal triggers for tobacco use; i.e., driving in the car, drinking coffee, etc, and don't give into it.

**Living Well with Diabetes – Fall Series.** Improve your health and get support living with diabetes in a 6-week series led by trained diabetes facilitators. Registration required, with a minimum of 8 people per class.

- Fall 2019 Schedule
  - Iowa Hi-Rise – scheduling in progress.
  - Open.
  - Open.
- Contact Ann Tranvik at **651-266-2409**, or Betsy Christensen at **651-298-4030** if you have further questions.

If you think your site will have enough people (minimal of 8 is requested), put down the name of your site on the sign-up list that was passed around and Ann Tranvik will work with that list.

## **SECTION 3 UPDATE**

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy. Her job as Section 3 Coordinator is to organize partnerships and find people jobs, field training, and education that will lead to employment; anything that will help people get skills for work. She's aware that some people don't actually know what Section 3 is about, so she explained in more detail what it is, what they do and how they do it. If you or someone you know is trying to find a job, obtain job skills or education, or if they just need more information on Section 3, call Beth Pacunas at: **651-228-3204**. She reiterated that they have just re-partnered with the St. Paul Science Museum to offer vouchers for drastically reduced prices on events they have to offer.

## **CLOSING**

*Julia Hupperts*, Resident Council Coordinator, wanted everyone to know that the Presidents Council webpage has the Minutes from P.C. meetings that go back several years. You can also find the Minutes for the Computer Team, Sharing Circle, Board of Commissioners, etc. There is a wealth of information on the P.C. website.

Monday, November 11, 2019 is Veteran's Day and the PHA will be closed. If your regularly scheduled council meeting falls on that date, you won't have a meeting for the month of November, and you'll meet again in December. The hi-rises affected are Neill, Dunedin and Wabasha.

Julia also re-read the P.C. Check Policy to remind everybody how checks will be written and distributed. The Check Policy is also on the P.C. webpage.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 12:05 p.m.

Submitted by:



Bob Knutson, PC/RPC Secretary  
peetiebird2@gmail.com

## **Meeting Reminders:**

### **Next Presidents Council Meeting:**

Monday, November 25, 10:00 a.m. – Noon.

**Executive Committee:** November 15 @ 11:00 a.m. - 3<sup>rd</sup> floor.

**Community Sharing:** November 1 @ 10:00 a.m. at Hamline Hi-Rise.

**Computer Team:** November 21 @ 1:30 p.m. - Board Room.