

Presidents Council Meeting Minutes

January 23, 2017

CALL TO ORDER

John Cardoza, Cleveland, called the Presidents Council Meeting to order on January 23, 2017 at 10:00 a.m., after which introductions were made.

SECRETARY'S REPORT

Bob Knutson, PC/RPC Secretary, Ravoux, requested that everyone look over the Minutes from the last meeting and report any errors or discrepancies at the next meeting. A Motion was made by Gloria Jiles, Edgerton, to accept the Minutes as they stand, which was seconded by Chastity Sabanjo, Ravoux, and the Motion carried.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, presented the Treasurer's Report for the month of December. The checkbook Register balance is fifty thousand, eight hundred twenty dollars and twelve cents (\$50,820.12). The Ending Balance is fifty two thousand, three hundred twenty dollars and ninety-four cents (\$52,320.94). The Report will be filed for audit.

BOARD OF COMMISSIONERS REPORT

Mary Puente, Commissioner, Front, will give the Report at the next meeting.

GUESTS: CITY OF ST. PAUL PARKS & RECREATION

Faith Krogstad and *Mary Henke-Haney*, from the City of St. Paul Parks and Recreation, put on a slide presentation showing the many regional parks in the area and gave examples of the many activities and benefits to be gained by visiting the parks. Some activities could be having a picnic, going for a walk or bike ride, bird watching, fishing, canoeing, plus many others. They also talked about the *Parks Ambassador Program*. This is a program that connects people to parks and trails in both summer and winter. St. Paul Natural Resources education staff will work with you to develop outings to regional parks that fit your group's goals and needs. Transportation, staff, and equipment are available to help make your trips successful. In addition, they also offer other programs. She distributed flyers and said those who are interested in this program can call Faith Krogstad for more information at 651-632-2455, or email her at faith.krogstad@ci.stpaul.mn.us.

MAINTENANCE REPORT

Dave Lang, Maintenance Contracts Manager, talked about the Capital Funds Program, which is where the money comes from to make improvements to the PHA buildings. He said they're waiting for HUD to publish our final funding amount. When they learn what it is, they'll let the PC know. He also spoke about the nearly-completed job of plumbing renovations at Ravoux, and said other plumbing renovations will be coming up for Valley and Montreal. He also spoke about putting in bids for elevator replacement.

PHA MANAGEMENT REPORT

Charisse Brown, Assistant Resident Services Senior Manager, had some updates. She said the buildings that will be having PHAS inspections this year are Exchange, Wabasha, Edgerton, Iowa, Wilson, Ravoux, Neill and Central. She stressed that residents must call in any Work Orders on damages, and anything else that isn't functioning properly in their apartments. PHAS inspections determine the score each hi-rise receives. She also wanted to give an update on staffing changes that would take place at Wilson, Valley and Neill Hi-Rises. Charisse also spoke about how important it was, to get as many residents as possible to pay their rent online. She also stated they will be having a Town Hall Meeting within the next few weeks, regarding plumbing renovations at Valley Hi-Rise. All Valley residents will be advised of the meeting.

SAFETY & SECURITY REPORT

Keith Draz, Safety & Security Coordinator, said he's been going to the Resident Council Meetings and has reviewed the police calls for service in 2016 and then compared it to 2015. The busiest sites in 2016 were Front, Valley, Ravoux, Exchange and Hamline. The lesser busy sites were Neill, Mt. Airy, Central, Dunedin and Seal. All the others were in between. We also had a lot of police proactive calls, and in addition, police officers did a great job of monitoring the buildings after hours. Keith also announced there will be a new Officer-In-Residence (OIR) at Edgerton, who will be starting February 1st. Keith mentioned that all positions for OIR's are currently filled and that there are two officers currently waiting for an opening. He mentioned that there hasn't been a significant turnover of OIR's.

In closing, he said he's waiting for the new Budget to come out for 2017; however, he did already know that some cameras were approved for the hi-rise laundry rooms at all sites He'll keep us updated.

OLD BUSINESS

John Cardoza, Cleveland, asked for a Motion to accept the changes to the *Presidents Council Constitution and By-Laws*. A Motion was made by Melanie Fox, Montreal, to accept the changes, which Ed Lane, Central, seconded and the Motion carried. Next was the amended *Hi-Rise Space Use Agreement*. There were questions about the wording used regarding the use of vending machines and restrooms while a reserved event was in progress, so it was decided to table it for thirty days. It will be discussed and will be brought up again next month.

OLD BUSINESS (continued)

Julia Hupperts, Resident Council Coordinator, spoke about the Challenge Grant. She said it was a year ago that Jon Gutzmann, PHA Executive Director, announced to the PC that there may be some monies available in the Challenge Grant for the PC, and he challenged the PC to come up with suggestions about how they would serve all residents with such a grant. Meetings were held – that all residents were invited to – and suggestions were then made to the PHA management. What management approved was \$10,000.00 to support residents' health and wellness through training and education. This would be for all the hi-rises.

Betsy Christensen, PHA SHIP Coordinator, spoke about the *PHA Hi-Rise Wellness Challenge Micro Grant* and handed out a packet of information. The *St. Paul Public Housing Agency Hi-Rise Wellness Challenge Micro Grant* is a funding opportunity to support resident health and wellness through training and education. The Presidents Council received a total of \$10,000.00 from the PHA, to fund wellness trainings at 16 hi-rises. Wellness trainings will be made available to Hi-Rise Resident Councils thorough a Micro Grant application process. Resident Councils must complete this application to be eligible for wellness trainings, which are funded by the *Hi-Rise Wellness Challenge Micro Grant*.

Wellness trainings are organized into three (3) Wellness Priorities:

1. Health education.
2. Physical activity.
3. Mental and social well-being.

Wellness priorities were selected based on input from residents who participated in the November 2015 Challenge Grant Meeting. Several training options are provided under each Wellness Priority, so Resident Councils can identify trainings that match the interests of their Hi-Rise community. Wellness training options for *PHA Hi-Rise Wellness Challenge Micro Grant* are listed in the packet of information she handed out. She then briefly went through the rest of the packet of information.

Julia Hupperts added that the \$10,000.00 is in the PC's possession, and each hi-rise will receive \$625.00 from it. Depending on what each individual hi-rise decides to spend it on, the PC will make the payment out of that money.

NEW BUSINESS

Vending Contract: *Julia Hupperts*, Resident Council Coordinator, spoke about a new Vending Contract, which isn't that much different than your current contract. They just wanted to be more specific. In the next couple of months Councils will have to decide which vendor to go with and how the Vending Contract is going to look. She said there will be a *Vendor Fair* in March for all the vending representatives from each of the vending companies, who can talk about the services they would provide for your hi-rise. She said they'll go over the Contract in more detail and it will be posted for thirty days. She asked anybody who had questions to give her a call. Melanie Fox, Montreal, made a Motion that the Vending Contract be accepted. It was seconded by James Lovold, Hamline, and the Motion carried.

NEW BUSINESS (continued)

Modem purchases for all 16 hi-rises: Julia stated each hi-rise will be getting new modems, compliments from a grant through Resident Initiatives. She said it's already in the PC's bank account. She also spoke about Comcast raising their rates without notice and the advantages to *owning* a modem as opposed to *renting* one.

Donated gift: The PHA and its employees sometimes receive gifts from various agencies or service providers that they work with. The PHA, or employees of the PHA, are not allowed to accept gifts of any kind. The gifts are kept and donated to Resident Councils. The PC received a gift certificate to the Town Hall Restaurant in Minneapolis, and Julia Hupperts made the suggestion that it be donated to the Presidents Council Community Insider Committee to be used as a door prize for its Writing Contest. The Community Insider is a publication for all the hi-rises. Melanie Fox, Montreal, made a Motion that the restaurant gift certificate be donated to the Community Insider, to be used for promotion. It was seconded by Mary Wiley, Seal and the Motion carried. Another Motion was made by Ed Lane, Central, to extend the Writing Contest to June. It was seconded by Chastity Sabanjo, Ravoux, and the Motion carried.

New form: Julia Hupperts handed out a copy of a new form called "*Replacement of Missing Check*", which would eliminate the expensive charge to have a check stopped in cases of theft or loss of the check. She then read through the form and asked for input. Leona Eishen, Wilson, made a Motion that the *Replacement of Missing Check* form be approved. It was seconded by David Owens, Mt. Airy and the Motion carried.

Hi-Rise Web Pages: Julia Hupperts stated that the Presidents Council Website should be the Home Page of all computers. One of the things they've been working on is the ability for each individual hi-rise to have their own web page which would be accessible through the Presidents Council Website. Melissa Pappas, PC Webmistress, has been working on individual hi-rise web pages and will post them on the Presidents Council Website as they're completed. Chastity Sabanjo, Ravoux, made a Motion to accept Melissa Pappas' web page designs for the hi-rises. It was seconded by Valerie Rockett, Valley, and the Motion carried. Julia Hupperts stated that now it must be passed by the individual Resident Councils, before a link could be established on the Presidents Council Website for your hi-rise.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, PHA Resident Initiatives Director, stated we have partnered with the City Wide Resident Council -- which represents the family sites -- to apply for an Allina Health Grant. These Grants through the Allina Health System have been published once or twice every year under the categories of Neighborhood Health Connection and Community. These Grants are specifically for the purpose of supporting our SHIP related work. She passed out copies of a Board Report that's going to go to the PHA's Board this Wednesday, seeking their approval for the PHA to submit a request for up to \$5,000.00 in *Allina Health Neighborhood Health Connections Grant Funds*.

RESIDENT INITIATIVES REPORT (continued)

If we get the funds, they'll be used specifically to support two activities: Our current partnership with Allina Health, to continue the "Walk With A Doc" walking event, and also implement a *Physical Activity Challenge Event* at each site -- or as many sites as we can -- to encourage increased physical activity along with community engagement. Any funds from Allina Health would be used to support those kinds of "challenge events". She also felt it was important to let the PC, City Wide and the PHA Board know how far we've come on all joint grant initiatives that we've done together. Since 2012, we've received just over \$19,000.00. A Motion was made by Louella Garrett, Dunedin, that we apply for the *Allina Health Neighborhood Health Connections Grant*. It was seconded by David Owens, Mt. Airy and the Motion carried.

ROSS TEAM

Ed Petsche and *Val Wolf*, ROSS Employment & Educational Coordinators, said that what they have coming up most recently will be working at Ravoux Hi-Rise this week doing a *Financial Literacy Program*. She said they are happy to do other *Financial Literacy Programs* at other hi-rises. Some have gone very well, but more interest is needed. She said to let them know if your hi-rise is interested in the Program. In February they will be having a *Youth Resource Event* at Mt. Airy, and there will be a lot of different vendors available to talk about youth employment and general youth resources. Ed Petsche says they are still planning on coordinating some Mini Job Fairs at the hi-rises sometime in March. He also wanted us to know they're looking for people for volunteer opportunities, as well.

COMPUTER UPDATE

Aaron Smothers, IT Digital Literacy Coordinator, was here to talk to us today about *Faronics Cloud*, which will update the security and protection of all the computers at your site. It's a Cloud-based product that goes on each individual computer, and can be configured, using a multitude of security protection options. The quote for sixteen premium licenses -- for a period of five years -- is ten thousand dollars (\$10,000.00). This program would also give Aaron the ability to see the status of any computer at any time, and he could also update them online remotely.

Julia Hupperts, Resident Council Coordinator, said that because *Faronics Cloud* is a large expense for the Presidents Council, she wanted to say that we've been talking about computer security for over a year, and the computer teams have worked very hard coming up with a Computer Protocol that was discussed at the Computer Team Meeting and at the PC. It then was passed and approved by the Computer Team Meeting, the PC and the City Wide Residents Council. Even though we have a Computer Protocol, we still have the challenge to always monitor the security; and even though the Protocol is posted, we're aware there are issues. Also, money was put in the PC Budget for Security and Computer Expenses, so the funds have been set aside, which can be used to purchase *Faronics*. A Motion was made by David Owens, Mt. Airy, that we spend \$10,199.20 to purchase *Faronics Cloud*. It was seconded by Jim Lovold, Hamline, and the Motion carried.

SHIP GRANT UPDATE

Betsy Christensen, PHA SHIP Coordinator, said she's really excited about the new partnership with St. Paul Parks and Recreation. She handed out Challenge Grant materials to everyone, and informed us that SHIP's name has changed from Statewide Health Improvement Program, to Statewide Health Improvement *Partnership*. The Partnership Agreement is being worked on now, but she's hoping by late spring or summer, they'll be able to get some of these events set up. She said she'll update us once she has the Partnership Agreement in place and we can move forward with getting out to the parks and enjoying nature. The "*Walk With A Doc*" schedule is still being worked on, but she hopes by the February meeting she can let us know what the six locations will be for the May through October event. They're also working with the U of MN Extension Snap Ed to set up some nutrition classes at the hi-rises. She'll be reaching out to the hi-rises to see who's interested in the classes. She also said the Mobile Market is planning to add a second bus; she'll keep us up-to-date on that.

She also wanted to say that the *Garden Mentor Training* will start in the next two weeks. Five residents were selected to be part of the Training.

SECTION 3 UPDATE

Beth Pacunas, Section 3 Projects Coordinator / Youth Literacy, will give an update at the next meeting.

GREEN INITIATIVES

Yen Tran, Green Initiatives Technician, said she has three green activities she'd like to talk about and provide updates on. The first is recycling. They received a grant from Ramsey County to look into how to reduce waste. You may have noticed the new Recycling Stations at the hi-rises. In the coming week, she and Nina will be coming to each Resident Council to also provide recycling "goodies" that they received; such as recycling bags, etc. They will also be working with the Councils to identify who their Recycling Representatives are.

The second green activity is gardening. They're starting the *Gardening Mentor Program* which will begin February 6 and will run until April. They'll meet every other week.

Lastly, she spoke about the rooftop beehives, which are now dormant for the winter. But she said they just received the honey from last season, and they produced 388 jars. Yen then took questions.

CLOSING

Julia Hupperts, Resident Council Coordinator, said she has a RPC check for each hi-rise which she'll pass out at the end of the meeting. The main thing she wanted to talk about was the game "Bengo", which is offered in some hi-rises. She passed out some handouts that came out of the *Resident Council Handbook* and read the rules regarding such games, and also read guidelines from the *Resident Council Guide* regarding gambling in the hi-rises.

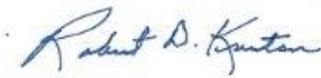
CLOSING (continued)

She said some hi-rises haven't turned in their Picnic receipts yet, and it's very important that they do that. We're getting very close to the new year when there will be new Picnic funds

She then said a few words about Resident Council Executive Board Meetings. She stated the meeting notices must be posted. The purpose of the Executive Board Meeting is to plan the Agenda for the Regular Resident Council Meeting. Residents are welcome to attend these meetings; however, only the subject(s) on the meeting's Agenda will be discussed. No other Council business will be considered. She also requested that Resident Councils contact her to let her know when their Executive Board Meetings are held.

No further Presidents Council business was discussed or conducted, and the meeting was adjourned at 12:16 p.m.

Submitted by:



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PC/RPC Secretary
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Meeting Reminders:

Next Presidents Council Meeting:

Monday, February 27, 10:00 a.m. - 12:00 p.m.

Executive Committee: February 21, 11:00 a.m. - 3rd floor.

Community Building: February 3, 10:00 a.m. - 3rd floor.

Computer Team: February 16, 1:30 p.m. - Board Room.

Presidents Council Website:

www.stphapresidentscouncil.org