

# Presidents Council Meeting Minutes

March 26, 2018

## **CALL TO ORDER**

*Teresa Souvannachack, Montreal*, called the Presidents Council Meeting to order on March 26, 2018 at 10:00 a.m. Introductions followed.

## **SECRETARY'S REPORT**

*Bob Knutson*, PC/RPC Secretary, Ravoux, requested if any discrepancies or errors are found in the Minutes, to bring them up during the Secretary's Report at the next meeting. A Motion was made by David Owens, Mt. Airy, to accept the Minutes as they stand. It was seconded by Tim Gjerdahl, Ravoux, and the Motion carried.

## **TREASURER'S REPORT**

*Melissa Pappas*, PC/RPC Treasurer, Seal, gave the Report for the month of February. The register balance is twenty-nine thousand, five hundred thirty-three dollars and two cents. (\$29,533.02). The ending balance is twenty-nine thousand eight dollars and two cents (\$29,008.02). The report will be filed for audit.

## **GUEST SPEAKERS**

*Heidi Larson, American Lung Association & Andrew Twinamatsiko, Public Health Law Center*. Heidi Larson handed out some flyers and also presented a slide show. She came to talk about smoke-free multi-unit housing in preparation for HUD's smoke-free rule, which takes effect at the end of July 2018. She introduced her community partners as well, who also work with smoking cessation issues. She works with any multi-unit building to help it become smoke-free. She also emphasized there's no safe level of second-hand smoke.

She spoke more about the HUD no-smoking rule and there was a discussion about how it would be implemented, along with where it would be permissible to smoke. When the rule takes effect, there can be no smoking within twenty-five feet of any HUD-owned property. The folder of information she handed out, contained information about some of the following:

- A list of organizations they partner with.
- Tobacco cessation health coverage in Minnesota.
- QuitPlan. A program that's tailored to fit your needs.
- Booklets entitled: *Get the Facts: Smoking cessation and mental illness. Frequently asked questions for residents of smoke-free housing*, and *Tips & Tools for Managing Cravings in smoke-free housing*.

She explained that e-cigarettes are also dangerous, as they contain harmful chemicals that are heated into a vapor and then inhaled. The AMA does not recommend e-cigarettes as a tool to aid in quitting smoking. E-cigarettes have also been known to explode, creating a fire risk.

## **GUEST SPEAKERS** (continued)

Another advantage for having smoke-free buildings is fire risk. The Fire Marshal has stated that smoking is the number one cause of fatal fires, and has been for many years.

The *American Lung Association* has a program called *Freedom From Smoking*. It's available on-line if you use the Internet. If not, they have an interesting group selection, as well. They will also be rolling out some *Freedom From Smoking Clinics*, hopefully at different locations. Another reason why she's here, is to gauge your interest in smoking cessation. She passed out a sheet for those who would like to sign-up, or to just get a little more information.

*QuitPlan* is a good program that's free and won't cost you anything. Its goal is to do everything they can to help you become 100% tobacco-free. You can even call in and talk with somebody if you need to. It's not done through lectures, but with genuine support, and tools that allow you to quit your own way. If you have any questions give Heidi Larson a call at: **651-227-8014**.

Andrew Twinamatsiko, Public Health Law Center, addressed questions about what the new HUD no-smoking rule is about. People ask if there is such a thing as a 'right to smoke'. He's address adopting and enforcing a smoke-free policy, and the risks of allowing smoking to continue in living units.

Mr. Twinamatsiko works on public health issues, including matters related to addressing the negative health consequences of tobacco use. He had additional discussions about what the HUD rule was about. He also emphasized the dangers of second-hand smoke, and the difficult health consequences different people experience as a result of having to breathe it. He further stated there's no .legal basis for an argument that someone has the right to smoke. He answered many questions regarding how far away from PHA property someone will have to be, to smoke. Further discussion was had and questions were answered. There's no policy in place yet that speaks to locations of smoking areas.

## **MAINTENANCE REPORT**

*Dave Lang*, Maintenance Contracts Manager, again wanted to thank the people at Valley Hi-Rise for their cooperation during a plumbing replacement project that's ongoing. The project's on schedule and should be wrapping up in August. They've already begun the planning process for the plumbing replacement at Montreal and will appreciate their cooperation, as well. They haven't heard from HUD about what their 2018 *Capital Fund Program Allocation* is going to be, but should know soon, now that Congress has passed a funding bill. He'll keep us informed. They're going to the board this month to get approval to submit a budget to HUD for the *Capital Fund Program* based on last year's funding. They'll be out to visit the resident councils in September.

*Tim Angaran*, Assistant Maintenance Director, answered a question about the cleaning or replacing of soiled or broken furniture in common areas of hi-rises. Tim said usually the process to replace furniture takes time; usually 2-4 months. Also, everything is contingent on where they stand with their budget. Their goal is to inventory the furniture of all hi-rises and make a plan for replacement or upkeep, as needed. Some work is being done at Central, and eventually they'll get around to all the hi-rises. In reply to a question regarding when the heat is turned off, Tim said they're required to provide heat from September 15<sup>th</sup> to May 15<sup>th</sup>.

## **PHA MANAGEMENT REPORT**

Charisse Brown, Assistant Resident Services Senior Manager, reiterated that the Valley plumbing project was going well and they anticipate it being completed around September. They'll then move on to Montreal. There will be a Town Hall Meeting at Montreal in April, and notices are being put up today. There will be a Town Hall Meeting to try and obtain thirty-five transfers at Montreal. Those transfers would be permanent moves.

## **SAFETY & SECURITY REPORT**

Sgt. Cleveland was promoted to commander, so Friday will be his last day with the PHA. A new ACOP officer will take his place. His name is Sgt. Grundhauser. He'll be in charge of ACOP and will be coming to resident council meetings for an introduction.

## **OLD BUSINESS**

Julia Hupperts, Resident Council Coordinator, apologized for bringing copies of the February 2017 minutes, instead of the February 2018 minutes, to this meeting. She advised that the correct minutes are posted on the Presidents Council web page. In addition, she will bring correct copies of the minutes to the April Presidents Council meeting.

Julia also congratulated the graduates from the *Wilder Neighborhood Leadership Program*. This year there were three graduates who were PHA residents. Those residents were: Teresa Souvannachack, Montreal; Phil Lee, Seal and Patricia Jordan, family resident.

The Vendor Fair will be this coming Wednesday, March 28th at Mt. Airy Community Center, 1:30-2:30 p.m. You'll have an opportunity to meet with the vendors, and also have an opportunity to meet one of the other lawyers from the *Public Health Law Center*, who will give an update on food labeling laws. You'll hear from Ann Tranvik, St. Paul Public Health Nurse, and Julia Hupperts, Resident Council Coordinator.

Last month we talked about the Computer Peer Team. The Presidents Council asked for additional clarification for the application and also for the qualifications needed. Since last month, the Computer Team and the P.C. Executive Board have had an opportunity to go over the *Application, Qualifications & Expectations, Stipends, and Computer Invoice*. Both the *Application* and *Qualifications & Expectations* have been approved by the Computer Team, the Resident Participation Committee and the P.C. Executive Board. David Owens, Mt. Airy, made a Motion the *Application* and the *Qualifications & Expectations* draft copies be approved. It was seconded by John Cardoza, Cleveland, and the Motion carried. The Computer Team stipend and invoice draft items were tabled until a future meeting.

The ROSS Grant is over, but one of the last things they did was to donate some supplies to the individual computer sites. Some have already been distributed. Wipes, Clorox, dusters and screen cleaner were some of the items. There is one ream of copy paper for each hi-rise, which will be given out at a later date. If your hi-rise does not receive this, talk to Julia in person about it, and she'll see you get it.

**Budget Update:** The budget you all were given a copy of, is not a final budget; it's more of a snapshot of where the budget is at this point in time. While going over line items it was found there wasn't enough money for the QuickBook Peers. This was taken up and discussed at the RPC meeting, and changes were approved.

## **Budget Update** (continued)

The changes included moving three thousand three hundred dollars (\$3,300.00) from the *RPC Presidents Council HUD Grant Payout* line item, to *Peer QuickBooks Expenses*. Also, \$200.00 was moved from the *Stipend for Community Insider*, and \$200.00 from the *Stipends for Community Building*, to the *Computer & Software* line item. There is still enough money in those two line items to cover stipends to the committees for the fiscal year. These changes also need to be approved by the Presidents Council before the budget can be legally changed. Leona Eishen, Wilson, made a Motion that the budget be approved as amended. Donna Walters, Seal, seconded and the Motion carried.

**Volunteer Appreciation:** Each year, resident councils hold a *Volunteer Recognition Day* to thank present volunteers and try to recruit new ones. The Presidents Council budgets money to reimburse councils up to \$100.00, to have a *Volunteer Recognition Event* at their hi-rise. Your resident council must pre-approve it and the event can't be combined with another event, and must be only for the purpose of recognizing the present volunteers and recruiting volunteers within your hi-rise. You must also attach copies of the receipts to the *Request for RPC Reimbursement* form and submit this form to the Presidents Council. This event must also be open to all residents in your building. This information will also be added to the *Resident Council Guide*. Donna Walters, Seal, made a Motion that the *Volunteer Appreciation* draft be approved and added to the Resident Council Guide. The Motion was seconded by Michelle Newell, Edgerton, and the Motion carried.

## **NEW BUSINESS**

No New Business.

## **BOARD OF COMMISSIONERS REPORT**

*John Cardoza*, Commissioner, Cleveland, stated they had their *Annual Recognition Event* planning meeting where they went over the Agenda. The event will be June 4<sup>th</sup> at 10:00 a.m. at the Wilder Center. There will be a charge of \$25.00 per person to any hi-rise council that sends up to a maximum of five people. Money should already have been allocated in your budgets for this. He said the PHA Board of Commissioners will be meeting Wednesday to approve the PHA Budget, and amending PHA By-Laws pertaining to cancelling and rescheduling board meetings. The ACOP budget and contract for fiscal year 2019 was approved, as well as twenty HUD *Veteran's Affairs Housing Program Vouchers*, and twenty-five additional PHA vouchers.

## **RESIDENT INITIATIVES REPORT**

*Alicia Huckleby*, Resident Initiatives Director, will give a report at the next meeting.

## **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. She intended on having two people from VIVO – Mohammed and Jerome -- come by today, but they were unable to. But you'll see flyers offering job counseling, employment counseling, resumé building, and more. You can call for an appointment if necessary, too. What she'd like to do is be put on council agendas to introduce the two gentlemen from VIVO. You'll be hearing more from her in the next few months. They will also be wrapping up a *Small Business Program* in the next two weeks, and she hopes to bring that around again in the summer or fall. She'll keep us informed. You can reach Beth at **651-228-3204**.

## **SHIP GRANT UPDATE**

*Ann Tranvik*, St. Paul Public Health Nurse, stated the Diabetes Classes are up and running at Wilson and Montreal. Exchange and Wabasha started their classes last week. You don't have to live in the listed hi-rises to take advantage of the classes. Exchange is Tuesday, 1:30-4:00 p.m., and Wabasha is Wednesday, 2:00-4:30 p.m. She gave information regarding the cessation support groups, and said in regards to Seal Hi-Rise, they're working on getting the paperwork completed in order to make that happen. They'd like to have a group of five or more – up to twenty-five. A facilitator trained by *the American Lung Association* leads the sessions. There are eight sessions over seven weeks, averaging around two hours each. They're designed to help people who want to quit smoking. They're free and open to any PHA resident, regardless of where they live. If you're interested in more information you can contact the Human Services Coordinator.

*Betsy Christensen*, SHIP Coordinator, talked about the *Saint Paul Pedestrian Plan*. The City of St. Paul is creating our first-ever *Pedestrian Plan* to support safer walking. We will look at citywide walking needs like filling gaps in our sidewalk system, safer ways to cross streets and education and enforcement programs to support safe walking. Go to <http://bit.ly/WalkingSaintPaul> and complete a brief survey, and you'll be entered into a drawing to win one of four \$50.00 Target gift cards. There's also a Photo Contest associated with a *Walk with Mayor Carter*. Submit your photo(s) of "Walking in Saint Paul" to [fay.simer@stpaul.gov](mailto:fay.simer@stpaul.gov) by March 30, 2018. The winner will be invited on a personal walk with Mayor Melvin Carter, on a route selected by the winner!

She said they have photos from the *Walk With A Doc* events they've used in the past, and that they intend to submit in the contest. If selected, they would then invite Mayor Carter to one of the *Walk With A Doc* events this summer. Tim Gjerdahl, Ravoux, made a Motion that we submit group photos from the *Walk With A Doc* events. Donna Walters, Seal, seconded and the Motion carried.

## **GREEN INITIATIVES**

Look for an update next month.

## **CLOSING**

*Julia Hupperts*, Resident Council Coordinator, said she was impressed at the P.C.'s efficiency today. Thanks to Public Health we've been able to have access to their lawyers at the *Public Health Law Center*.

Elections are going to begin in April. Election Judges will have their training this week. It's important to remember that as an Election Judge, they are there as your guest and should always be placed near the top of the agenda. Judges are required to attend April, May and June council meetings to ensure elections are held according to the rules.

In closing, Julia shared a quote: "*There is no perfect person on the planet. Remember we are all perfect in our imperfection just the way we are.*"

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 12:10 p.m.

Submitted by:



Bob Knutson, PC/RPC Secretary  
peetiebird2@gmail.com  
651-222-7656

## **Meeting Reminders:**

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

Monday, April 23, 10:00 a.m. - Noon

**Executive Committee:** April 13 @ 11:00 a.m. - 3<sup>rd</sup> floor.

**Community Building:** April 6 @ 10:00 a.m. - 3<sup>rd</sup> floor.

**Computer Team:** April 19 @ 1:30 p.m. - Board Room.