

Presidents Council Meeting Minutes

September 28, 2015

CALL TO ORDER

Lisa Lee, Wilson Hi-Rise, called the Presidents Council to order on September 28, 2015 at 10:00 a.m. and proceeded with introductions.

SPECIAL INTRODUCTION

Alicia Huckleby, Resident Initiatives Director, introduced our new **Resident Council Coordinator**, Julia Hupperts. We welcome her and look forward to working with her.

SECRETARY'S REPORT

Melissa Pappas, PC/RPC Secretary, reminded everyone to look over the Minutes from the last meeting and if there are corrections, please bring them up at our next meeting on October 26th. The Minutes were accepted as they stand.

TREASURER'S REPORT

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

1. June thru August monthly Treasurer's Report.
2. Distribution of half of PHA Grant.
3. PC Audit Report for fiscal year 2014 - 2015.
4. QuickBooks Team update – handout provided.
5. PC/RPC Budget will be in October.

The current balance is twenty thousand eight hundred eighty-five dollars and eighty-four cents. (\$20,885.84). The report will be filed for Audit.

GUEST SPEAKERS

Jon Gutzmann, PHA Executive Director, addressed all the new and familiar faces, and made a special acknowledgment to all of the long-standing friends as well. He said the PHA revolves around resident participation and input, and makes for a better PHA. He also stated that he and the rest of the staff are there because of that effort, and he looks forward to working with everyone in the future. He also brought up “challenge grants & challenge funding opportunities” and said incredible things were done with that funding. He asked everyone to write down the

GUEST SPEAKERS *(continued)*

date of February 24, 2016. That will be the day he submits a budget to his Board for approval. He would like that budget to include twenty five thousand dollars (\$25,000) for new ideas that this group comes up with. If a proposal can be decided on by February 24th, he wants to put it in his budget. He would like the proposal that everyone agrees on, by December 25th. We need to come up with something that's beneficial and helpful.

Erin Simon, Program Coordinator for an intergenerational literacy tutoring program. The program trains literacy teachers and place them in the Twin Cities area -- ten sites in St. Paul and seven in Minneapolis -- to help children who struggle with reading. AmeriCorps signs people up to be volunteers and mentors. They're funded by the federal government to recruit volunteers, and a 300-hour commitment is required. They do all the training and placement. If you're interested, more information is available.

BOARD OF COMMISSIONERS REPORT

Due to Mary Puente's absence, there was no Board of Commissioners report.

MAINTENANCE REPORT

Dave Lang, Capital Fund Program, said they receive yearly grants for improvements to the buildings, and spoke about how there was only so much money to go around and how hard it was to stretch it out between 4300 apartments in St. Paul. Dave reminded everyone that someone from Maintenance Contracts will be making their annual visit to each Resident Council meeting in October, to discuss the Capital Fund and what projects are planned for their Hi-Rise.

Tim Angaran, Maintenance Interim Manager, answered questions regarding maintenance at various high-rises, and reminded everyone that the heat was back on in the buildings. He also stated that the fire alarm system testing people will be coming to the buildings for their bi-annual checkup.

PHA MANAGEMENT REPORT

Charisse Brown, Assistant Resident Services Senior Manager, spoke about staff changes, health and safety inspections for Scattered Site homes, in addition to rent payments online and the new fixed income procedure. She stated they would no longer complete interims for any income difference under one thousand dollars (\$1,000.00). She also said that if you're labeled as 'fixed income', you will no longer have to physically interact with someone to complete an Application for Continued Occupancy (ACO). The paperwork will be mailed to you.

SAFETY & SECURITY REPORT

Keith Draz, Security Programs Coordinator, passed out his business card to everyone and told them they're welcome to leave phone messages anytime, and he assured them he gets back to every caller. He's also responsible to the ACOP officers and to the police who patrol our hi-rises. If you have a problem with them, Keith encourages you to call him and let him know about it. He also spoke about the Officers-In-Residence (O.I.R.'s), and described their role in the hi-rises. He told people to call 911 rather than take their complaints to them. He also spoke about permits to carry firearms, and then took questions. Contact Keith at **651-558-2305**.

ROSS TEAM

AZ Jones, Resident Initiatives Program Coordinator, spoke about the ROSS Grant. In 2011 we received a ROSS Grant, which stands for *Resident Opportunity Self Sufficiency*. That was the first Grant, which lasted for three years and ended in 2014. A second ROSS Grant was applied for in August of 2014. He then let the staff, which was hired through that Grant, introduce themselves. They are:

1. **Aaron Smothers** -- IT & Digital Literacy Coordinator. He's been working for both the hi-rises and community centers. In two weeks he will start doing basic computer skills classes at various hi-rises. He said eventually all computers at the buildings will have Windows 10 installed on them. He also reminded people that on the Presidents Council's website there are tutorials on computer skills for a large variety of subjects. Anything you need to know can be learned there. Contact Aaron by email Aaron.smothers@stpha.org, or by phone at **651-298-4930**.
2. **Val Wolff**, works with people who have a focus on employment and job skills. Contact Val at **651-298-4933**.
3. **Ed Petsche**, also works with people whose focus is on employment and job skills. His phone number is **651-298-4931**.

They will be getting in touch with Resident Councils soon, to be put on their Agendas to give more information.

OLD BUSINESS

1. **Picnics and unused funds**. If you've had your picnic, it's important to send your paperwork to the Presidents Council office. You can mail or email it to: rstewardpc@gmail.com. Any unused funds -- or if you didn't have a picnic -- must be returned to the Presidents Council.

NEW BUSINESS

1. Distribution of new Council Guides by May 31st. There is a new 2015 Guide which will be given to your managers.
2. Jackie Thompson made a Motion to appoint Bob Knutson as Secretary, and Melissa Pappas as Treasurer for thirty (30) days. It was seconded by Connie Lydon and passed by a majority vote.
3. Eileen Tittle stated that nominations to serve on the Presidents Council Board will be taken at the next meeting, and nominations will be taken up until the time of the election. She then explained the requirements and responsibilities of being a Board member.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director, spoke about what the Resident Initiatives Department is about, and introduced some of the staff: They are:

1. **Betsy Christiensen**, Statewide Health Improvement Program (SHIP) Coordinator. SHIP is a partnership that we have with St. Paul Ramsey County Public Health. *(See page 5 for more information).*
2. **Yen Tran**, Green Initiatives Technician. She makes sure we're doing work that's healthy for the environment and the PHA, for all of you. *(See page 5 for more information).*
3. **Beth Pacunas**, Contract Section 3 Coordinator. *(See page 5 for more information).*
4. **Tashira Britton**, Administrative Support Person. She helps support all of their work.

Alicia also wanted to publicly and formally acknowledge the excellent work that's spearheaded by Connie Lydon, as well as so many of you, for the new QuickBooks Peer Team. She also gave an update on the Allina Health Grant. We were also told that Betsy Christiensen is in the process of working with the YWCA to set up exercising classes for Neil and Wilson Hi-rises, as they were next on the rotation list.

SHIP GRANT UPDATES

Ann Tranvik, Public Health Nurse, spoke about the SHIP 4 update. The State of Minnesota has approved our SHIP 4 application, so we can continue to work with our SHIP 4 Grant, and one of the projects that they work on is with Public Housing. Tobacco cessation is also one of the things they'll be working on more strategically and purposely to try and find out how best to approach that. The funding up until now has been created in an ongoing funding stream through the State Legislature.

SHIP GRANT UPDATES *(continued)*

They're also working together to do a *Donation Survey*. There are a lot of different ways that food comes into the buildings and the hi-rises. Their aim is to find out what the gaps are and make sure they address them. Surveys have been distributed.

Betsy Christensen, PHA SHIP Coordinator talked about biking, walking and moving more, which is mostly her focus at this time. We have been partnering with Nice Ride Minnesota for the last several years, to get interested people set up for a free one-year membership to use the bright green bikes. We've had several tours this summer. One final bike tour is coming up next week, Thursday, October 8th. Nice Ride will come out and talk with the group about what these green bikes are and what this bike share system means; after which they'll take a short bike ride and then get everyone set up for a free one-year use of those bikes. Those who participate will also receive a free bike helmet. Flyers were handed out. Contact Betsy at **651-298-4030**.

SECTION 3 PROGRAM COORDINATION

Beth Pacunas, Section 3 Program Coordinator, helps with job training and partnerships to bring that training to you. She works with the ROSS Grant people, in that she develops the partnerships and then ROSS helps bring the individuals to her. They offer the course, *Minnesota Resource Center Workplace Essentials*. It provides basic training to reenter the work place, along with updates on computer skills, financial literacy, math and writing. There are organizations in town willing to hire people who have just gone through that course, which is a four week, very intense course. Look for the *Workplace Essentials* flyers. They are also exploring bringing in people who can help other people start their own business; or if they already have a business, teach them more about the financial side of it. Watch for announcements. Any questions, contact Beth at **651-228-3204**.

GREEN INITIATIVES


Yen Tran, Green Initiatives Technician. She collaborates on both Resident Initiatives and the Maintenance Contracts Department. She focuses on environmental projects, and hopes to work with Ann Tranvik at the Public Health Department, to expand the gardening and mentoring relationship with Master Gardener. Twelve hi-rises received four new raised gardening beds, and Gardening Committees will receive compostable bags for garden waste. Staff will pick them up and drop them off at a Ramsey County yard waste site. Further discussion will be coming soon in October. Yen can be contacted at **651-298-5222**.

CLOSING

Eileen Tittle, our outgoing **Resident Council Coordinator**, handed out bags to all of the hi-rise representatives, containing Resident Council Guides, which are to be given to their managers. If your audit is complete, the Treasurer's Book from the past fiscal year is in the bag as well. Also included is a laminated sign to be put up near the computer stations in your building. The goal is to get more people to use the Presidents Council website.

No further Presidents Council business was discussed or conducted, and the meeting was adjourned at 12:20 p.m.

Submitted by:



Bob Knutson
Interim Presidents Council Secretary
zemarq@hotmail.com
651-222-7656

Upcoming Meeting Reminders:

Presidents Council Meeting: Monday, October 26th, 10:00 a.m. - 12:00 p.m.

Executive Committee: October 16th, 11:00 a.m. - 3rd floor.

RPC: October 16th, 9:30 a.m. - 3rd floor.

Community Building: October 2nd, 9:30 a.m. - 3rd floor.

Computer Team: October 15th, 1:30 p.m. - Board Room.

Insider Newsletter: October 2nd, 11:00 a.m.

Presidents Council Website:

<http://www.stphapresidentscouncil.org>