

Presidents Council Meeting Minutes

September 24, 2018

CALL TO ORDER

David Owens, Chairperson, Mt. Airy, called the Presidents Council Meeting to order on September 24, 2018 at 10:00 a.m. Introductions followed.

SECRETARY'S REPORT

Bob Knutson, PC/RPC Secretary, Ravoux, stated you all have copies of the Minutes from the last meeting. If you find any discrepancies or errors in the Minutes, bring them up during the Secretary's Report at the next meeting. A Motion was made by Tim Gjerdahl, Ravoux, to accept the June 2018 Minutes as they stand. It was seconded by Ron Sexton, Exchange and the Motion carried.

GUEST SPEAKER

Jon Gutzmann, Executive Director, St. Paul Public Housing Agency, wanted to thank everyone for their service. He welcomed the long-term friends and supporters who are active in their buildings, along with those who are newly beginning.

Back in July we had a good thing happen at the PHA Board level. We are happy to report that our public housing money got a little better. What the Board did was to adopt a budget revision to add some new expenses to use the new money. PHA has made a decision to add five more Assistant Housing Managers (AHM) in the hi-rises. Every hi-rise will have its own AHM, except for Neill and Wabasha, which will share one AHM. All of the other buildings that didn't have a full-time AHM, now will. There were currently a couple of vacancies, so now they will be hiring eight new hi-rise Assistant Managers. His pledge is, that if the money gets a little bit better in the future, they'll try to get a new AHM for Neill and Wabasha, as well.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, gave a rundown of income and expenses for the months of June, July, and August. The checkbook register balance for July is fifty thousand, three hundred fifteen dollars and ninety-five cents (\$50,315.95). The ending balance is thirty-three thousand, ninety dollars and fifty-two cents (\$33,090.52). The checkbook register balance for August is forty-six thousand, two hundred seventy dollars and seventy-two cents (\$46,270.72). The ending balance is twenty-nine thousand, two hundred five dollars and twenty-nine cents (\$29,205.29). The reports will be filed for audit.

MAINTENANCE REPORT

Dave Lang, Contracts and Program Manager, stated they've started their budgeting process and will be sending people to each of the resident councils in October and November. Each council will receive a letter informing them of this. They'll be talking about building improvements that have been done at the buildings, and would like to be put on the hi-rises resident council agendas. They have a few jobs that will be starting soon; one of which is replacing the plumbing at Montreal Hi-Rise. Some work has already begun and the rest will be getting underway shortly. They will also be replacing the electrical circuit breakers in each of the apartments at Front, Cleveland and Montreal, and that work should be starting soon.

PHA MANAGEMENT REPORT

Charisse Brown, Assistant Resident Services Senior Manager, echoed what John Gutzmann had to say about the hiring

of Assistant Housing Managers (AHM). They have a training schedule in place. Having an AHM at each hi-rise will be beneficial for everyone. She said the Valley plumbing project is almost completed. They've had one move this week and will have another one the week after. Brandy Day is going to be the moving coordinator at Montreal Hi-Rise. She will be attending the resident council meetings to make an introduction. After Montreal Hi-Rise they will be moving on to Front for plumbing renovation, which should begin in about a year. Eventually they will get to every hi-rise.

Capitol Security is operating at Edgerton presently, but they will also be at Exchange and Wabasha hi-rises, due to the illegal activities downtown. Working with Capitol Security has been beneficial, and is working out very well. If you have any issues, please speak with the AHM of your building and they will communicate any problems to Charisse. She will discuss them with Sgt. Grundhauser of the St. Paul Police Department. She said Capitol Security operates on a different schedule every day, so people won't know when they're there and when they're not.

Charisse stated they will be having a partnership with Volunteers of America, who will be working with some of the hi-rises. Their home office will be located at Edgerton. Their goal is to work with residents who have Dementia or Alzheimer's disease. They should be operational very soon and you will be hearing more as things progress. She is also working with Metro Transit; who have a *Dollar Go-Card Program*. They'll be coming to the hi-rises to get people signed-up as soon.

SAFETY & SECURITY REPORT

Sgt. Grundhauser, from the St. Paul Police Department, is also the supervisor of ACOP. He said this is his first full summer on the job. He wants to thank the Board, Mr. Gutzmann, Charisse Brown and others who have helped him along with the process; he's learned a lot from all of you. He said the crime rate in the PHA – the hi-rises in general – is lower than on the streets. He said if any resident has a situation they'd rather not deal with, they should call ACOP and let them know what the problem is. If they're not available, they'll send a street squad car. ACOP also has two Community Liaison Officers who are bilingual. Sgt. Grundy's phone number is **651-485-0564**. The phone number for the bilingual officers is **651-558-2305**. They each have cell phones and answer all calls. He then took questions.

OLD BUSINESS

No old business.

NEW BUSINESS

Present the proposed Budget and Stipends: Melissa Pappas, PC/RPC Treasurer, went over the Budget and Stipends that had been recommended by the Resident Participation Committee (RPC) at their first quarterly meeting held on September 21. She went through each item one-by-one, making minor corrections or changes as needed. When she was finished, Donna Walters, Seal, made a Motion that the Budget be approved as it stands. Leona Eishen, Wilson, seconded and the Motion carried. A Motion was also made by Donna Walters, Seal, that the Stipends be approved as they stand. It was seconded by John Cardoza. Motion carried.

Election of Presidents Council Executive Board: Julia Hupperts, Resident Council Coordinator, referred everyone to the Voting and Nomination Qualifications material that was included in everyone's packet of information. Every September a new five-member Board is elected; however, the current Board members are in office until the end of this meeting. The out-going Executive Board members are: Donna Walters, Seal; Cheryl Eastwold, Neill; David Owens, Mt. Airy; Teresa Souvannachack, Montreal; Tim Gjerdahl, Ravoux. Another member of the Board is the Commissioner, John Cardoza, Cleveland. There are also two appointees; Melissa Pappas, Seal, Treasurer, and Bob Knutson, Ravoux, Secretary. The Representatives in attendance will appoint a new Executive Board for the coming fiscal year. Announcements went out at the end of July and the beginning of August to all officers. Julia has received two written nominations: Donna Walters, Seal and Teresa Souvannachack, Montreal. John Cardoza, Cleveland asked if anyone, out of the sixteen hi-rise representatives in attendance, is interested in becoming an Executive Board member. Tim Gjerdahl, Ravoux; Cheryl Eastwold, Neil; Ron Sexton, Exchange, all volunteered. There were no other nominations. Bill Hughes, Iowa, made a

Motion that the nominations be closed. It was seconded by Donna Walters, Seal and the Motion carried. A Motion was made by John Cardoza, Cleveland to appoint the five people nominated to the Executive Board. The Chairperson called for a show of hands to appoint those nominated. Motion passed. Julia Hupperts then proceeded to swear the new Executive Board into office. Donna Walters made a Motion that Melissa Pappas, Seal, be temporarily appointed as Treasurer and Bob Knutson, Ravoux, be temporarily appointed as Secretary for one month, until the Board has had a chance to meet and discuss these appointments. A Motion was made by Bill Hughes, Iowa, that both Melissa Pappas and Bob Knutson be temporarily appointed. It was seconded by Tim Gjerdahl, Ravoux and the Motion carried.

BOARD OF COMMISSIONERS REPORT

John Cardoza, Commissioner, Cleveland, gave a report that on July 25, 2018, the Saint Paul Public Housing Agency (PHA) Board of Commissioners approved the following actions:

- Agency Plan for Fiscal Year 2019; Version 2; Use of Operating Funds for Capital Activities; Third Party Contracts.
- Furnace Replacement at Roosevelt Homes; Contract No. 19-017.
- Janitorial and Training Services at McDonough Community Center; Contract No. 19-018.
- Plumbing Modernization at Montreal Hi-Rise; AMP 8; Contract No. 19-002.
- Asbestos Abatement and Demolition at Montreal Hi-Rise; AMP 8; Contract No. 19-003.
- HUD Section 32 Homeownership Program; Authorization to begin consultations with potential Community Partners.
- Fiscal Year 2019 Low Income Public Housing Operating Budget Revision No. 1.
- Fiscal Year 2019 Section 8 Voucher Programs Operating Budget Revision No. 1.
- Contract to Provide Housing Quality Standards (HQS) Inspection Services to Washington County CDA.

John Cardoza, Commissioner, Cleveland, also gave a report that on August 22, 2018, the Saint Paul Public Housing Agency (PHA) Board of Commissioners approved the following actions:

- Employee recognition for Bob Bighley for his 46 years of service to the PHA.
- Rental Assistance Demonstration (RAD) Supplemental Application for AMP 13.
- Capital Fund Program: 2015, 2016, 2017 and 2018 CFP Budget Revisions, FFY2018 – FFY2022 CFP Five Year Action Plan Revision.
- Declarations of Trust; Public Housing Modernization Grant Projects: AMP 9.
- Audit Report for FY 2018; Financial and Compliance Reports for Fiscal Year ending March 31, 2018.
- Amendments to Personnel Policies: Supervisory and Confidential Employees.
- Project-Based Voucher (PBV) Concept Draft.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director, clarified what the Resident Initiatives Department (RI) was about for those who are new to the Presidents Council. The RI is very excited to have a new administrative support person assisting them. Youa Thao has been promoted to a long-term temporary support position. We've also lost someone over the summer. Annie Lee, who was our Green Initiatives long-term temporary staff person. She was helping with the gardening clubs, recycling, etc., and has decided she needs to focus on getting her Master's degree from the University of Minnesota. The remaining RI staff will pick up the slack where they can. If you have questions on anything that Annie was assisting you on, please make sure you notify Julia Hupperts, Resident Council Coordinator, and she'll make sure those questions get to Alicia Huckleby.

The PHA has had a long, historical relationship with the Step-Up Pre-Apprenticeship Construction Program, which entails job skills training initiatives that are on-going with the building trades, HUD and the Minnesota Department of Labor. The

contractors who do contract work for the PHA; i.e., plumbing renovations, elevator replacement, etc., are willing to hire public housing residents or Section 8 participants. The goal is for the contractor to keep them on as a regular employee if their work is satisfactory. Or they can be hired by a sub-contractor who is assisting the main contractor. She said they are getting ready to recruit more Step-Up candidates and stated that if anybody knows any individuals in your building who have worked construction jobs, or are interested in construction opportunities, they should talk to your Human Services Coordinator (HSC), because they recruit through the HSC at your building.

Charisse Brown, Assistant Resident Services Senior Manager, gave a very good update on our upcoming partnership with Minnesota Volunteers of America (VOA) and they are very excited about this. It will be a three-year partnership that's grant-funded, to focus on Alzheimer's and Dementia services. They will not just be working with residents who suffer from one of those diseases, but also working with caretakers and family members who need support services. Along with this partnership will come a Mobile Medical Bus which will be able to travel to all our sites and locations. There will be a dedicated neurologist who will be assigned to work with residents, as well. They are currently in the process of starting off with that contract and she estimates it will begin around the first of October. The VOA will come to council meetings; if not in October, then definitely in November, so you can hear directly from them at your council meetings.

In closing, Alicia, Jon Gutzmann, Executive Director, St. Paul Public Housing Agency, and everyone else wanted to thank David Owens, Mt. Airy, for all his years of service to the PHA and we wish him well on his move to Ravoux.

SECTION 3 UPDATE

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy, is a member of the Resident Initiatives Department. Her job as Section 3 Coordinator is to organize partnerships and find people jobs, field training, and education that will lead to employment. She stated presently they have a Small Business Training Class going on for ten weeks. There are seven residents participating in that. This is the fourth one they've had; usually they have these classes at a family site. She also puts flyers and information out to all of the hi-rises, as the services and resources she provides are available to all residents. If you or someone you know is trying to find a job, obtain job skills or education, have them call Beth at: **651-228-3204**.

They also have AVIVO which used to be the Minnesota Resource Center, out of Mt. Airy every Thursday. That is a one-on-one – "I need a job now" – type counseling. So again, if you know of any residents who are looking for a job now, call Beth at the number listed above and she will refer them to the AVIVO representative at Mt. Airy. And if you know of anyone who's interested in an apprenticeship or some kind of training, then she, or the AVIVO representative can refer them forward from there.

They had a Job Fair August 1st at Mt. Airy. Twenty-nine vendors and resources from the community attended, and they had about seventy participants come through. They're in the middle of a survey to see how many people actually got hired and what they thought of the Job Fair.

They also offer up to \$200.00 scholarships to people. They've had several people from all hi-rises who have gone through CNA training, pharmaceutical licensing or cosmetology. When they get to the point where they need to get that certification but aren't able to pay for it, they can fill out an application for the \$200.00 scholarship which will help them take that final step. They are also in referral partnership with Micro Grant, which offers basically the same thing. If you're in a situation where your car breaks down, threatening your employment, they will take applications to repair it up to \$1400.00. They can also help you buy a car up to \$1400.00 or \$2000.00, which will help you get to your job. Scholarships are also offered through them, as well.

Free Yoga Classes are also offered every Tuesday at Mt. Airy for families, for one hour, with certified instructors. Presently their attendees are children, but they would like to bring in older people, too. No experience in yoga is necessary.

SHIP GRANT UPDATE

Ann Tranvik, St. Paul Public Health Department Nurse, works with Betsy Christensen, Resident Initiatives and those involved with the Statewide Health Improvement Partnership (SHIP). Several opportunities are coming up. One is on the Diabetes Class which is for people with Diabetes or friends or family members who are pre-diabetic. It's called *Living Well, With Diabetes*; there are going to be two classes starting this Wednesday. This class is open to everybody. Cleveland's class starts Wednesday at 9:30 a.m. It runs for six weeks and is free. Neill's class starts the same day from 1:30 to 4:00 p.m. If you have any questions, contact Cheryl Eastwold, who is the contact person at Neill who helps the two facilitators. They've been offering these classes since 2016. There have been eleven hi-rises who've already had the classes. They're trying to move them around so that everybody has an opportunity. A class is being set at Central, Dunedin, Front, and Mt. Airy; the only hi-rises that haven't had a class. She passed around handouts to be brought back to your council meetings to share. One is regarding Open Cities Health Clinic, which has one-hour Diabetes Support Groups every month and is free. It's year-round and all you have to do is show up. They have two clinics which are located at 409 Dunlap Street and 916 Rice Street. On the back of the flyer is more information on these classes.

She handed out another flyer regarding PHA Wellness Highlights, where you can find resources that are set up to help with various programs. Because the HUD smoking restrictions are in effect as of July 31st, there's information on that flyer that offers Smoking Cessation Support Groups, along with many other health and wellness resources. She's asking for guidance from councils as she lines up with professionals from the community to come and give smoking cessation support groups to as many hi-rises as possible. She'd like to know the best time for that at your individual buildings. She'll be available at the end of the meeting with a sign-up sheet to choose your preferred time slot. They can also give you information to follow up with them at a later time.

Betsy Christensen, SHIP Coordinator, said her job is to work with wellness initiatives. She also passed out her business card if you need to contact her. She handed out flyers for the PHA Wellness Highlights for 2017-2018. This contains a snapshot of some of the work they did last year with health and wellness. Generally their SHIP work covers nutrition, food access and active living opportunities; such as walking, biking, getting out into nature, tobacco-free living and the diabetes work, that is ongoing. That flyer will give you an idea of what they've done in the past, and some of that will be similar this coming year. There will be new things as well.

October 10th, at Wabasha Hi-Rise, they're hosting their final Walk-With-A-Doctor event. They partner with Allina Health United Hospitals to host walking events, which have been held at a different location each month. The topic at the Wabasha event will be Resiliency and Gratitude. They'll be sharing some tips on how to keep positive in the dark weather months and how to find gratitude in each day, in addition to being resilient in things that affect you during this time. She hopes everyone will be able to come to the walking event. They'll be giving away a gift card for Payless Shoes and some other great giveaways. Delicious snacks will be available. The walking event begins at 11:00 a.m.

She also handed out a flyer regarding the Lime Bike Program. She's been talking about the docking green-bike-share system Nice Ride the last few years, but this summer St. Paul launched a new program with a new partner named Dock-less Bike-Share. Lime Bike is the company they're working with presently, but there may be others in the future. This is a new bike program that offers electric lime-colored bikes, along with scooters, that are parked in random areas throughout the city. The flyer doesn't have a lot of details about the program on it, but it gives the basic details. The Lime Access Program is available to all who live in public housing and who qualify. For more information you can go to their website at <https://www.li.me/help> or you can email them at access@limebike.com. At the bottom of the flyer you'll also find Betsy Christensen's phone number, which is: **651-298-4030**.

CLOSING

Julia Hupperts, Resident Council Coordinator, reminded Representatives that it's their responsibility to take information shared at this meeting back to their councils and share that information with residents.

She wanted to thank all the past and future members of the Presidents Council for their productive work. For those who are new to the Presidents Council Meeting, she reminded them that they meet on the fourth Monday of every month from 10:00 a.m. to 12:00 p.m. The meeting usually begins promptly at 10:00 a.m. So if you need to schedule a ride, you should schedule it so that you're able to be here for the duration of the meeting. For those elected to the Executive Board, meetings are on Fridays, but in October it will be held on Monday, October 15th. That meeting is at 11:00 a.m. to 12:00 p.m. in the third floor conference room. Julia sends out email reminders for these meetings. She also had the following information to share:

1. YOGA CALM. Kathy Flaminio has a program in which she works with people, older and younger, on managing chaos. She will be attending our next Presidents Council Meeting on October 22nd at 10:00 a.m. for a 45-minute presentation.
2. A committee is needed for updating the Resident Council Guide, which is online on the Presidents Council webpage. She's looking for people willing to work on updating it. It will be discussed further at the next meeting, but she wants people to think about helping out doing that. All interested residents are welcome. You can email her at Julia.hupperts@stpha.org or telephone her at **651-228-3205**.
3. Political campaigning in PHA hi-rises. Everyone received a flyer stating the rules under which a candidate for any office can campaign in the buildings. One of the more important things to know, is that campaign workers must be accompanied by the candidate.
4. The Cold Weather Rule will be reviewed next month.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 12:03 p.m.

Submitted by:



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

Meeting Reminders:

Next Presidents Council Meeting:

Monday, October 22, 10:00 a.m. – Noon

Executive Committee: Monday, October 15 @ 11:00 a.m. - 3rd floor.

Community Sharing Circle: October 5 @ 10:00 a.m. - 3rd floor.

Computer Team: October 18 @ 1:30 p.m. - Board Room.