

Presidents Council Zoom Meeting Minutes

October 23, 2023

CALL TO ORDER

Jason Bruce, Exchange, called the Presidents Council Meeting to order at 10:00 a.m. and took a roll call of his-rise Representatives present, along with PHA staff members.

SECRETARY'S REPORT

Aado Perandi, PC/RPC Secretary, Wabasha, stated you can always find a copy of the Minutes posted on the PC website. He also asked Representatives to instruct their resident council Secretaries to print a copy of the PC Minutes and post them along with the Minutes from their resident council meetings. Leonard Thomas, Seal, made a Motion to accept last month's Minutes as they stand. Pat, Iowa, seconded and the Motion carried.

GUEST SPEAKER

Joe Furst, IT Manager for the Saint Paul Public Housing Agency gave a report on information IT security. He has been in the industry for about twenty years. Joe started working in the private sector, then he moved on to working in education, then he went to local government specializing in emergency services dealing with technology and security for law enforcement, EMS and the fire service. He has a degree IT/computer science with a minor in business and a second degree in network administration and security.

Knowing IT is half the battle, we should realize that: any connected system can be compromised; most email is still sent in *plain text* (not encrypted); currently it is a target rich environment for cyber criminals—they are targeting not only private citizens but also corporations and governments; with every new advance in technology there is a new possible vulnerability; the cyber security professional is working in a reactive environment.

Anti-virus programs are designed to scan for existing viruses that are described in a library of existing threats. Cyber security professionals need to update the library of existing threats for every new virus and every time a cybercriminal changes a virus to avoid being detected by anti-virus software.

Phishing is an email that pretends to be from a trusted source to lure individuals to reveal personal information or facilitate an attack. Ideally criminals would be after whales (CEOs, presidents or executive directors), but will go after anyone who responds. With the identities and contact information they collect, cybercriminals can send out more fraudulent emails posing as somebodies contact.

Scareware is a cyberattack tactic that scares people into visiting spoofed or infected websites or downloading malicious software (malware).

Ransomware is a type of malware designed to prevent an individual or company from accessing their information until a ransom is paid. As an example, Minneapolis Public Schools was a victim to a ransomware attack in 2023.

Social engineering refers to methods employed by hackers to gain the trust of an end user so that the hacker can obtain information that can be used to access data or systems.

Data data everywhere. There are currently a lot of photos that are stored in the "cloud". Fake News is fabricated information that mimics news media content in form but not in organizational process or intent. Misinformation is false or misleading information and disinformation is false information that is purposely spread to deceive people.

Safety & Prevention... It is the simple things

- Use multi-factor authentication (MFA) if and whenever possible.
- Do not click on any suspicious emails!!!
- Lock your devices (physical security is the 1st step and a giant leap).
- Always be mindful of where you get your information.
- Passwords should be long, changed often, and complex.
- Don't leave passwords lying around, they are not meant to be shared with others.

Joe then opened the floor for questions.

TREASURER'S REPORT

Melissa Pappas, PC/RPC Treasurer, Seal, gave a rundown of income and expenses for September.

For September the cleared balance is ninety-one thousand, one hundred fifty-four dollars and fifty-six cents (\$91,154.56). The ending balance is ninety thousand, seven hundred forty-nine dollars and fifty-six cents (\$90,749.56). The report will be filed for audit. Melissa then took questions.

PHA MAINTENANCE REPORT

Brent Feller, Construction Program Manager / Maintenance Contracts gave an update. Maintenance staff is busy budgeting, planning, and getting out contract and bid documents.

Hamline and Ravoux are having problems with hot water—maintenance will be working on it; Mount Airy will have a water shut off today; elevator work coming up at Edgerton—some work starting up in about a month and cab work starting up early next year; trip hazard work will be done at Cleveland, Seal, Montreal, Hamline, and maybe Neill; corridor ventilation work will be done at Egerton in about two weeks; at Valley hi-rise there will be a full building electrical shutdown and then individual floor electrical shutdowns to connect the floors electrical to the main power; the Valley office expansion work is starting today for about two months in the community room; corridor painting will be starting at Front hi-rise in about a month

Brent.Feller@stpha.org

PHA MAINTENANCE REPORT *(continued)*

Mike Silvan, Assistant Maintenance Director had a few things to say during these fall/winter months.

1. Fire alarm testing will be going on at the hi-rises through the first week of December.
2. Fire pump testing is done.
3. There will be an electrical system shutdown on Thursday at Cleveland hi-rise to get some work done.
4. One elevator is down (out of service) at Wabasha, they are working at getting a replacement control panel.
5. The heat is on at all hi-rises, if any problems please call in a work order at 651-298-4413.

Maintenance then took questions from the hi-rise representatives.

Michael.Silvan@stpha.org

PHA MANAGEMENT REPORT

Mela Krick, Resident Services Senior Manager, reported that Resident Services along with the IT Department and Maintenance Department are looking at the possibility of installing informational display panels at the hi-rises to increase communication between PHA and residents. This may start out with a small pilot project.

Assistant managers and PHA housing specialists are being sent to training regarding the new regulations of The Housing Opportunity Through Modernization Act (HOTMA). The annual housekeeping inspections are close to being wrapped up for this year. In preparing for winter, please properly install and insulate the air conditioning covers, please help prevent frozen pipes by keeping windows closed and by not blocking the heat radiators. Mela Krick then took questions.

Mela.Krick@stpha.org or 651-292-6183

SAFETY & SECURITY REPORT

Sgt. Darryl Boerger, St. Paul Police Department, ACOP Unit reported that he has been to several resident council meetings recently and will continue getting out to the other sites. If there are issues with your building's Officer in Residence (OIR) please contact your assistant manager or Sgt. Boerger.

The weather is getting chilly, and non-residents are finding their way into the buildings. There will be more ACOP patrols of buildings and stairwells. As always, do not let unauthorized non-residents into the buildings. If appropriate call the non-emergency number at 651-291-1111 or the emergency number at 911. He then took questions.

darryl.boerger@ci.stpaul.mn.us or 651-331-0510

OLD BUSINESS

1. 2023-2024 Budget proposal. The 2023-2024 budget proposal was read at the September Presidents Council meeting and has been posted for thirty days. Leonard Thomas, Seal, made a motion to accept the 2023-2024 budget. Richard Scaglione, Neill, seconded and the Motion carried.

NEW BUSINESS

1. Fall Newsletter. The Presidents Council is recruiting a committee to work on the fall newsletter. The committee newsletter is issued quarterly. All is encourage to join! All those interested should contact Youa by next week and express their interest.
2. Hi-Rise Council Secretary Book. All Secretaries are required to have a Secretary book, where they will keep records of their council's contracts and agreement along with storing all their meeting minutes, meeting flyers, and sign-in sheet. Secretaries must put copies of their minutes into the appropriate month in the Secretary book. The councils are reminded that in order to pass the first audit, their September Resident Council meeting minute report must state that in new business the proposed

budget was read. In October the minute report must state that the budget has been approved. If these requirements are not met, they must be done in future meeting or meetings and be properly recorded in the meeting minutes.

3. 2023 Allina Health Charitable Contribution Grant. Betsy Christensen, Health Improvement Programs (HIP) Coordinator reported that Allina Health has invited the PHA in partnership with Presidents Council and City Wide Resident Council to apply for the 2023 Allina Health Charitable Contribution grant funds in the amount of \$10,000. Yavone Ward, Ravoux made a motion to approve of applying for the \$10,000 grant from the Allina Charitable Contributions program. Teresa Souvannachack, Montreal seconded and the Motion carried.

BOARD OF COMMISSIONERS REPORT

Leonard Thomas, Seal, Commissioner, reported that he was sworn into the Commissioner's role by Deputy Executive Director Louise Seeba. PDT is looking for a candidate for the Executive Director position. A total of twenty-five interviews were done with staff, board members, community stakeholders and the residents. And the MDA is in the final process of looking of the profile and will be presenting it to the search committee soon. The November board meeting is canceled. The PHA has reported that they have passed their audit without any finding, which is good thing. There were some updates regarding the Housing Opportunity Through Modernization Act. Leonard then took questions.

RESIDENT INITIATIVES REPORT

Alicia Huckleby, Resident Initiatives Director & Human Services Director was not available so that there was no report.

Alicia.Huckleby@stpha.org

SECTION 3 UPDATE

Beth Pacunas, Section 3 Projects Coordinator/Youth Literacy, updated us on education and training, etc. Beth works with the Resident Initiatives (RI) department and Section 3 unemployment is part of that. Beth is now also the Resident Initiatives Program Coordinator. Beth has moved into a broader position, but she is still working to provide resources and training at the PHA for employment, job skills training, education, micro-grants, and scholarships, anything that will move residents forward toward employment or careers.

Beth is looking for what residents want and need in the area of job skills training, education or anything moving residents towards employment or careers. To help get resident input, Beth is planning to give presentations at the Resident Councils as to what is available and to question directly as to what residents are interested in. She is planning to start with the following hi-rises: Montreal, Exchange, Central, Ravoux and Neill. Vouchers are available which allow \$3 admission to the Science Museum and allow \$3 admission to the Omnitheater. These should be available from your assistant manager and are also available from Beth.

If we have any questions regarding employment, education or training please contact Beth, as shown below. Beth then took questions.

Elizabeth.Pacunas@stpha.org or 651-298-4929

HIP REPORT

Betsy Christensen, *Health Improvement Programs* (HIP) Coordinator, had a few updates. Betsy reported that she coordinates various health and wellness initiatives.

Upcoming Fall & Winter programming:

- Ramsey Co Recycling – on-site interactive session to learn more about recycling
 - Ramsey County will attend future Resident Council meetings and then schedule a session for this fall/winter
- Allina Health Stroke Education and Awareness – Allina Health will table at sites to share stroke education resources.
- Cub Pharmacy Flu and COVID-19 vaccine clinics – Cub will offer on-site vaccination clinics this fall.
- Medical Assistance Renewals presentation with Southern MN Regional Legal Services – SMRLS staff will attend October or November Resident Council meeting to give presentation about medical assistance renewals.
- Master Gardener classes - starting next spring

If there are any questions about any of the above programming, please contact Betsy. She then took questions.

Betsy can be reached by email at betsy.christensen@stpha.org or by phone at 651-298-4030.

CLOSING

Youa Thao, Resident Council Coordinator reminded resident councils that the reading of the proposed budget must be in the new business section of the September meeting minutes and the passing of the budget must be in the old business section of the October meeting minutes. It is the council's responsibility to ensure that the reading and approval of the budget is recorded in the correct area, which is in the business section of the minute report.

No further Presidents Council business was discussed or conducted, and the meeting adjourned at 11:46 a.m.

Youa.thao@stpha.org or 651-228-3205

Submitted by:

Aado Perandi
PC/RPC Secretary

MEETING REMINDERS:

(Meeting through Zoom)

Next Presidents Council Meeting:

Monday, November 27, 10:00 a.m. – Noon.

Executive Committee Meeting: Thursday, November 9 @ 11:00 a.m.

Computer Team Meeting: ~~Thursday, November 23 @ 1:00 p.m. (canceled)~~