



# Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, MO 65203  
Office: 573.443.2556 ♦ TTY Relay 800.735.2966 ♦ Fax Line: 573.443.0051 ♦ [www.ColumbiaHA.com](http://www.ColumbiaHA.com)

## Resident Advisory Board

### Open Meeting Notice CHA Resident Advisory Board Meeting Agenda

**Date:** Thursday, February 5, 2015

**Time:** 5:00 p.m. \*

**Place:** Paquin Tower Community Room, 1201 Paquin Street

- I. Call to Order and Introductions: Lee Radtke, Director of Public Housing Operations
- II. Approval of Meeting Agenda
- III. Approval of January 8, 2015 Meeting Minutes
- IV. Final Draft of Proposed 2015 Smoke-Free Buildings Policy
- V. Introduction of Proposed Changes to ACOP and PHA Plan
- VI. Discussion of Future Meeting Topics
- VII. Other
- VIII. Schedule of Next Meeting – Thursday, March 5, 2015 @ 5:00 p.m.
- IX. Adjournment

**\* RAB Members needing transportation assistance should call EITonya at (573) 443-2556 ext. 1122 before 12:00 Noon on Wednesday, February 4, 2015**

***A light meal will be available for RAB members at 4:45 p.m.***

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. EITonya Rhoades, Executive Assistant at (573) 443-2556, extension 1122, or (800) 735-2966 (TTY Relay) at least one working day prior to the meeting.

**Media Contact:** Phil Steinhaus, CEO  
Phone: (573) 443-2556  
E-mail: [www.ColumbiaHA.com](http://www.ColumbiaHA.com) ► Contact Us ► Administration

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: [www.ColumbiaHA.com](http://www.ColumbiaHA.com).

“It is the mission of the CHA Resident Advisory Board to facilitate positive communication and understanding among residents and administrators of CHA in order to create opportunities to continually improve affordable housing and the environment of the community.”



# Resident Advisory Board Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, MO 65203  
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## January 8, 2015 Meeting Minutes

The Resident Advisory Board (RAB) met on Thursday, January 8, 2015, in the Paquin Tower Community Room beginning at 5:00 p.m.

RAB Members Present: Robert Moses, Wilma Blair, Tracy Smith, Jacquelyn Hopkins, Stephanie Scott, David Schroer, Michelle Adams, Marjorie Miller, Stephanie Hursey, John Ayres, David Dollens, Mike Bishop.

Guests Present: N/A

Present from CHA: Lee Radtke and Erica Davis.

- I. **Call to Order and Introductions:** Lee Radtke, Director of Public Housing Operations for the Columbia Housing Authority (CHA), opened the meeting with a welcome.
- II. **Approval of Meeting Agenda:** Ms. Radtke asked if there were any changes to the agenda for the meeting. RAB members had no objections. Ms. Radtke called for a motion to approve the agenda. Motion to approve the agenda was made by Mr. David Dollens. Second by Mr. John Ayres. Everyone voted "Aye" and the agenda was adopted.
- III. **Approval of December 4, 2014 Meeting Minutes:** The RAB reviewed the minutes of the previous meeting held on December 4, 2014. Motion to approve the minutes as presented was made by Mrs. Wilma Blair. Second by Mrs. Stephanie Scott. Everyone voted "Aye" and the minutes were approved as presented.
- IV. **Review of Proposed RAD Amendment to the PHA Plan:** Ms. Radtke reviewed the proposed additions to the PHA Plan which are required by HUD for the Rental Assistance Demonstration (RAD) program. Ms. Radtke explained that the proposed addition is word for word HUD-required language and that it restates what CHA had already included in the PHA Plan when work on the RAD program began. She noted that the HUD language called for rent increases of more than 10% or \$25.00 to be phased in over a period of three to five years for the public housing tenants converting to RAD. Ms. Radtke asked if there were any questions or comments on the proposed addition. There were no comments or questions. The RAB voted unanimously to so amend the PHA Plan.

V. **Final discussion of Smoke-Free Building Policy:** Ms. Radtke handed out copies of the third version of the building policy and explained that the revision incorporated resident comments and suggestions. Ms. Radtke read over the changes to the policy and gave the reasoning behind the changes. She noted residents had commented that:

- Signage should be on the buildings and not on individual resident doors
- Signage should be posted around playgrounds
- Residents need to be responsible for informing their guests of the policy
- Residents may have smoking paraphernalia in their unit without smoking in the unit. For example, an e-cigarette may be plugged in charging, but the resident may smoke the e-cigarette outside in compliance with the policy.
- Used furniture may have cigarette burns or other signs of smoking on them at the time residents acquired them. CHA should not consider damage to tenant property as evidence of smoking in the unit.
- Residents who have smoked for years in their units will not be able to remove the smell of smoke from their furniture. Similarly, residents will carry the smell of smoke into their units on their clothes and hair, even if they smoked outside. Smell or stained walls should not be considered evidence of current smoking inside the unit.

Members asked Ms. Radtke about e-cigarettes and she explained that no one has been able to analyze the vapor of e-cigarettes yet to know whether or not they carry health risks. She said there were two choices for the CHA Board of Commissioners: 1. Allow e-cigarettes inside until they are shown to be dangerous to non-smokers, or; 2. Include e-cigarettes in the smoking ban until they are shown to be safe for non-smokers. Ms. Radtke stated she would encourage the Board to include e-cigarettes in the ban until they were determined to be safe.

Mr. Bishop asked if CHA staff would be held to the same smoking standards as the residents. Ms. Radtke assured him they would. Throughout the discussion, Ms. Radtke stressed that tenants do not have to stop smoking; they just need to step outside to smoke. She also assured members that CHA was working with other agencies to provide smoking cessation support for any residents who wished to quit. These services are optional and available for staff and residents that wish to stop smoking. Resources include CHA Resident Services Coordinators Matt Kessler and April Steffensmeier, the City Health Department, the Family Health Center and the Missouri Quit line.

Ms. Radtke noted that residents were very concerned about other tenants accusing them of smoking. She assured members that all incidents will be thoroughly investigated by Public Housing managers. Ms. Radtke stated that the main idea was residents are all adults and can exercise courtesy when smoking around family units and can work out any conflicts that arise. Residents can make good decisions to be considerate and kind to our neighbors by not smoking by their windows and doors or smoking in designated areas. Ms. Radtke stated that there is no money to pay for shelters for smokers, but that she, Director of Safety Mark Brotemarkle and Director of Modernization Greg Willingham will survey the properties at night to see if more security lighting is needed. The RAB discussed putting out more containers for cigarette butts. Ms. Radtke said that she is still accepting comments and suggestions on the policy. She reminded the RAB that the Board of Commissioners will meet

February 17, 2015 at 5:30 PM to vote on the policy and that they are welcome to attend and contribute to the public comments.

- VI. Discussion of Future Meeting Topics:** Ms. Radtke stated that budgeting plans are not yet scheduled, however they are in the making for future dates. She said the RAB would have one more look at the Smoke Free Building policy in February before it goes to the Board. The next meeting will be Thursday, February 5, 2015 at 5:00 p.m.
- VII. Adjournment:** Ms. Radtke called for a motion to adjourn the meeting. Motion made by Mrs. Wilma Blair. Second by Mrs. Stephanie Scott. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Erica Davis, Receptionist/Clerk  
Columbia Housing Authority