

RLPA FBM Meeting  
November 21, 2013  
Abbotsford, BC

1. Meeting called to order; 1:01 pm
2. Introductions and Welcome from Eddie Gardner, UFVs Elder in Residence
3. Agenda was approved by Glenice and seconded by Whitney.
4. AGM Minutes were approved by Angi and seconded by Dave.
5. No business arising from the minutes.
6. Reports:
  - a. Communications Coordinator: Angi Eddy  
Listserve questions and answers will be archived to the website by the CC, if you post a question, expect a follow up call for archiving purposes, this is a trial run until Feb 2014. Tracy mentioned that ACUHO-I also gathers info, may be valuable to research their methods.  
  
ACTION: Angi will check with ACUHO-I to see if we can share or give access to RLPA members.
  - b. LEAD report: Dave Vaughan  
2013 theme was Spirit of the West (in line with NWACUHO- ignite your spirit)  
There was good feedback. Janet Miller was the Keynote, advisors had a round table discussion- both were well received. Apparel orders were difficult due to registration timelines. Sunglasses didn't arrive until after the conference. Extra items were donated to the needy.  
  
Discussion from the attendees regarding gear swap and the cost associated, who buys (institution vs individual), and the item exchanged (pencil vs sweater). It was suggested more parameters be put in place. Ideas from the floor included a specific item swap (coffee mug, t-shirt, hat) or programming idea/ information swap.
  - c. Treasurer Report: Clint in absence of Rob Ford  
Current balance \$32,565.56. Since we temporarily moved our AGM to February, we will have two AGMs within one fiscal year. Motion brought to the floor about adding a line item "25<sup>th</sup> Anniversary" in the amount of \$7000.00 to cover meeting room costs and to lower the registration fee for members to about \$50.00. Nancy approved the motion, seconded by Tracey. Member vote unanimous in favour.  
  
Treasurer position will be up for election at the AGM
  - d. NWACUHO report: Clint in absence of Craig Whitton  
Registration for NWACUHO is open. Program selection is now in review, with 30 program choices. Volunteer call will be coming shortly. Twitter hash tags #NW14 #conferenceinamall
  - e. Secretary Report: Laura Terry  
Bylaws are being updated, members will be asked for their input.
  - f. President Elect Report: Judy Eyben

If there are any directory changes, please send to Judy. She will be contacting everyone shortly. Continued discussion regarding the survey content. Those who cannot attend meetings find it valuable. Tracy suggested we share our info with ACUHO-I to share across Canada.

**ACTION:** Clint is preparing a survey for January which will include some questions about the member survey.

- g. **Past President Report: Clint Galloway**  
Needs assessment survey will be coming in January, hoping to make it short, 10 minutes max. Goal is to have two nominees for each position coming up in Feb. for communication coordinator, Treasurer, and President Elect.
- h. **President Report: Glenda Staples**  
Feb 8, 2014 is the RLPA AGM prior to NWACUHO. Executive will meet 9-4, Lunch from 12-1, AGM from 1-4, with a banquet to follow at 6. Glenda will be working on inviting all 22 past presidents. We are not blocking rooms specific for RLPA, we will use the blocks under the NWACUHO block booking rate of \$204.00 (vs up to \$350). There are other nearby hotels. We are looking at free registration and/or other incentives for past presidents to attend.

**ACTION:** Angi is collecting pictures from RLPA members, please share what you have.

#### 7. Elections:

- a. Conference Chair Elect position nominations from the floor, Nicki Renault (McEwan) and proxy letter read for Trent Nabe (U of A)
- b. Member institutions each had one vote, resulting in Nicki Renault becoming the Conference Chair elect.

#### 8. New Business: No new business

#### 9. Upcoming Conferences:

- a. NWACUHO Feb 9-11, Edmonton
- b. NASPA- Clint is the AB rep. Baltimore in March 2014
- c. ASSC May 5-8 NAIT
- d. Star Res July 2014
- e. CAUCUSS June 8-12 Halifax
- f. ACUHO-I June 28-July 2 Washington DC
- g. NWACUHO 2015 in Oregon
- h. Admin for Social Conduct / Judicial St. Pete's Beach Florida Feb. 4-9

#### 10. Round Table Discussions

- a. Laundry and Service contracts for laundry machines (Glenice and Judy)  
**UofA-** has contract for machines which can take weeks to repair. \$1.25 to wash and \$1.25 to dry. Sometimes run for free in instances of Norwalk virus and provide soap. Some machines are coin and others are card operated.  
**UFV-** has coinmatic lease, 6 year old machines. They pay a monthly rental and charge \$1.25 each load and still make money. Operated financially through UFV blackboard, not the Coinmatic money system.  
**UofC-** has no rental fee. \$2 per wash, \$1.50 to dry, also use smart city card  
**MacEwan** U-use Coinmatic \$2 per wash, \$1.75 to dry. They get a commission, the money collected goes to the rental rate until it is paid and then a cheque gets sent back to them.

**Mount Royal-** use Phelps \$2 to wash \$2 to dry. Machines are constantly breaking and terrible service and they are transitioning to card payments.

**Lakeland-** Free laundry (included in rent). Servicing machines are problematic and looking into a service contract.

**Medicine Hat-** Laundry machines are in house and service also done in house.

Lethbridge College- own our own machines and get local service company in for repairs. \$1.50 per wash, .25 per 5 minutes to dry

**College of New Caledonia-** with excellent local entrepreneur provider.

**Red Deer College-** Own machines and in house coin collection. \$1.00 to wash, \$.75 to dry.

b. Internet internal vs external providers (Robert Routledge)

**UofC** University run service, which has bad service, only available during business hours.

**UFV-** Internet is currently “CNET” and it is not good. Residence is moving to SHAW. Students are going to SHAW on their own.

**MacEwan-** ACUHO Survey found that most students have 3 devices connecting to WIFI. Switched from Bell to in-house- direct wire, which is shared with the campus during the day. SHAW for wireless. WiFi connection is slow and nothing can be done to improve it from microwaves in units to the high use demands.

**Lakeland-** From in house to now SHAW. Wireless internet and cable. Didn't anticipate the number of devices, firewalls, microwave issues/ streaming movies etc. Shaw comes every Tues and Thurs for troubleshooting.

**UofA-** Res internal w/ afterhours service. Moved to wireless and unhappy with the kick off. Individual units purchase their own service will merge into rent and be assessable to all, with visitor access.

**RDC-**all on their own. Have reps onsite during move in at \$20 per month. Summer is a problem for hotel business. Another issue that may arise is if someone doesn't cancel their service and bills accrue and be an issue for the next resident.

**UofC-**IT dept for Res. Family units have a 3<sup>rd</sup> party provider and they are wxploring options. Cable is run through SHAW

**UFV-** utilize both. Wireless via UFV IT and hardwired through SHAW. Wireless is not good inside buildings and they have a 5 year contract. UFV debating canceling cable service, RDC as well. Netflix requires high bandwidth.

c. Star Res/ PCI (Steve via Robert)

**Mount Royal** - Moneris works good with Star Res, PCI not so good. Question went out to the listserv, Steve is looking to spearhead the challenge, looking for interest/ support from RLPA.

d. Emerging Mental health supports/ assessment, outside or in house supports (Angi)

Angi is looking for info regarding statistics from the “National Health Survey” UFV also participated but has not seen any results yet. UofA results on their webpage.

**Lakeland-** COuncellors were cut and now have a wellness coordinator and look for a community resource. Smalelr institutions cant offer the service as required. Every employee will take Mental Health first aid- 14 hour course.

**UofC-** Wellness Centre intake survey, 8% completed the form, 91% felt overwhelmed.

**UofA-** Triage nurses, with month wait if not desperate urgency. Anxiety is up

**UFV-** webinar on Nov 26 12-2 Eastern for Caucuss members.

**Res Life support programs?** UofA – on the way, UofC- w/ care plans with practicum student, UFV- chaplaincy services seeing a decrease, VIU- have subcommittees and resources to share with RLPA, has a student case management model with councilors available 830 – 430 with drop in spots. Is a challenge after hours, rely on community supports.

e. New professional development/ Mentor – Mentee (Judy, Nicky)

Craig and Judy matched interested people. The format is very casual, table for the next meeting. If we had a website contact person it would be great. Need to structure the program or a way to touch base with someone.

**ACTION:** Judy to think of ideas around the structure and possibly add it to a president portfolio.

f. Summer Conference rates (Glenice)

**RDC**- 25 per night per person (sleeping bag). 45 per night w/ linen

**UofA**- 70 per night or 55 per night w/ shared bathroom

**New Caledonia**- 25 per night plus 7.50 for linen package

**Mount Royal**- 45 per night, shared kitchen and provide cooking utensils

**Lethbridge College**-

**Lakeland**- 17 per night sleeping bag, 25 per night w/ linens

**Medicine Hat**- 25 per night, 30-45

**UFV**- 35 per person w/out linen, 50 per night with

g. Eviction policy related to refunds (Glenice) Non-RTA

RTA have to refund all \$ with and eviction.

**RDC** - gives all back less \$50 eviction fine

**UofA**- Eviction formula, time spent plus 1 month, plus deposit. Eviction is cheaper than w/d fees

**New Caledonia**- gives them all their money to get them out quick, to date of m/o

**Lakeland**- w/d is no charge, pro rate weekly. IF evicted loose the damage deposit.

**UofC**- pay for the term in full regardless of time spent.

**UofA**- charges the entire amount, which can be appealed and usually will get money back.

**UVIC**- Term paid no refunds. If they can recover money by renting the room, they will give a refund.

**Lethbridge College**- 15<sup>th</sup> is the cutoff between charging a half or full month rent, loss of \$275.

**Medicine Hat**- keep the full term, return nothing for eviction or w/d etc, unless for medical.

11. Spring AGM: Edmonton Feb. 8, 2014

12. Motion to adjourn meeting made by Chris, seconded by Nicky at 3:42





