

# ST. LAWRENCE COUNTY FAIR HOUSING TASK FORCE

*c/o St. Lawrence County Planning Office  
48 Court Street  
Canton, NY 13617-1169*

315-379-2292 (Phone)

315-379-2252 (Fax)

[fairhousing.stlawco.org](http://fairhousing.stlawco.org)



## Draft Meeting Minutes

February 28, 2019

Public Safety Complex, Second Floor Conference Room  
49½ Court Street, Canton, NY 13617

- 1. Call to Order and Determination of a Quorum.** Chair Fred Hanss called the meeting to order at 9:10 AM. **A quorum was WAS established.**

**Members Present:** Diana Dufresne; Fred Hanss; Mike McQuade; Jim O'Neill; John Tenbusch; Courtney Toms.

**Members Absent:** William Jones; Andrea Montgomery; Colleen Ryor; Amy Simmons.

J. Tenbusch reported that Brian LaVair and Terry Feuka had each submitted resignations. Michelle Durham is no longer Executive Director at the North Country Housing Council; she is presumed to be resigned.

Therefore, there are vacancies on the FHTF for the following membership categories:

- a. Apartment Landlord or Rental Agency;
- b. Religious Organization;
- c. Mortgage lending.

- 2. Adoption of the Agenda.** The agenda was accepted by consensus.

- 3. Approval of May 24 2018 and November 29 2018 Meeting Minutes.**

- a. On a motion from M. McQuade (J. O'Neill), the Minutes of the May 24 2018 FHTF meeting were approved.
- b. On a motion from J. O'Neill (M. McQuade), the Minutes of the November 29 2018 FHTF meeting were approved.

- 4. Reports.**

- a. Preparations for Housing Advocacy Training Session:

- Tenbusch reported that there have been a series of conference calls between himself, Matilda Larson, Fred Hanss, Joe Papparone (Labor-Religion Coalition of NYS / Poor

Peoples Campaign – NYS) and Blair Sebastian (NYS Rural Advocates; formerly with NYS Rural Housing Coalition) to plan the agenda for this training session.

- See attached draft agenda.
- Tenbusch reported that there would be another conference call today (Feb. 28<sup>th</sup>) between himself, Fred Hanss, Joe Papparone (Labor-Religion Coalition of NYS / Poor Peoples Campaign – NYS) and Blair Sebastian (NYS Rural Advocates; formerly with NYS Rural Housing Coalition) to further develop the agenda for this training session.
  - *He will send out call information, so that any FHTF member might join the call.*

(NOTE: This call was cancelled; rescheduled for March 7<sup>th</sup>.)

- Tenbusch reported on the outreach already done for this training session. .
  - See attached email, “Invitations to April 3<sup>rd</sup> for Housing Advocacy Training”.
  - Other invitees suggested include: Director, SLC CDP; Neighborhood Centers; St. Vincent de Paul; Salvation Army; Diversity Offices at local universities; United Helpers; local housing authorities; Frontier Housing; Clayton Improvement; Franklin Co. Housing Council; Akwesasne Housing).
  - *Tenbusch indicated that invitations will go out next week.*

## 5. Old Business. None.

## 6. New Business:

- a. Fair Housing Workshop at 2019 Local Government Conference. M. McQuade proposed that the FHTF might develop a workshop to be delivered at the Local Government Conference.
  - F. Hanss proposed that next year’s LGC (2020) might include an entire track of workshops related to Fair Housing issues. McQuade suggested that the Code Enforcement track might be cancelled in order to make room for the FH track. McQuade’s reasoning was that most CEOs will have already accumulated the required hours of Continuing Ed credits before October.
    - *Tenbusch will let Jason Pfothenauer know about these requests. (Note: Pfothenauer is on the Organizing Committee for the LGC.)*
- b. On a motion from J. O’Neill (D. Dufresne), the FHTF approved a resolution thanking Matilda Larson for her years of service to the FHTF. Tenbusch will draft an appropriate resolution, have F. Hanss sign it. It can be awarded to Matilda at the next FHTF meeting in May.

## 7. Announcements:

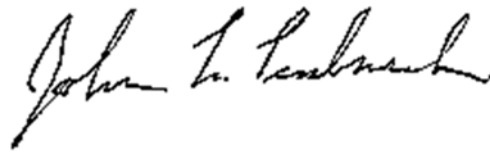
- a. Tenbusch announced that the 2019 round of Community Development Block Grant funding for non-entitlement communities in NYS is open. Applications will be due on April 26<sup>th</sup>.

b. **Next Meeting Date.**

Thursday, May 23, 2019 at 9:00 am  
2<sup>nd</sup> floor conference room  
County Public Safety Complex  
49½ Court Street in Canton

c. **Adjourn.** The meeting adjourned by consensus at 9:45 AM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "John T. Lealman". The signature is written in a cursive style with a large initial "J" and a long horizontal stroke at the end.

Planner II

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## **Fair Housing Month – Housing Advocacy Training Workshop Wednesday April 3, 2019 Sykes Hall, Common Room, St. Lawrence University Canton, NY**

Starting at 10:00 AM

- 20 min:        Introductions - Who is in the room? Why are you here today? (JT?)  
                  Overview of Housing in St. Lawrence County (Fred/ Blair / JT?)
- 40 min:        Terms: Advocacy, Organizing, Lobbying, Power (Joe P.?)  
                  Other terms to define: Community; others?  
                  Present model of Advocacy/Organizing/Education  
                  Venn diagram  
                  Description of each
- 60-80 min:    Advocacy (Blair S. and Joe P.; Fred to moderate)  
                  Types of advocacy (scale of effort/impact)  
                  Lobbying 101  
                  What's your experience?  
                  Ten tips  
                  Typical lobby visits  
                  Connect to housing issues
- 12:30 PM     Lunch break
- 1 PM         Organizing (Blair S. and Joe P.)  
                  Midwest Academy Chart -  
                  [http://www.tcsg.org/sfelp/toolkit/MidwestAcademy\\_01.pdf](http://www.tcsg.org/sfelp/toolkit/MidwestAcademy_01.pdf)  
                  See attached
- 1:30 PM     Building an effective organizing group  
                  (Fred / Joe P. / Blair S.; JT to moderate)
- 2:00 PM     DONE

## Tenbusch, John

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**From:** Tenbusch, John  
**Sent:** Wednesday, February 27, 2019 1:55 PM  
**To:** Fred Hanss; Joe Paparone; Blair Sebastian  
**Subject:** Invitations to April 3rd for Housing Advocacy Training

Good afternoon.

In our last conference call we had talked about who should be invited.

FYI, below is the list of people who were sent a "Save The Date" memo (copied at the bottom of this email).

In addition to the list below, we discussed inviting Matt Johnson of DANC; and the North Country Housing Consortium.

We can review/expand this list on our conference call tomorrow.

John

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**From:** Larson, Matilda  
**Sent:** Tuesday, December 11, 2018 9:29 AM  
**To:** [jpaparone@labor-religion.org](mailto:jpaparone@labor-religion.org)  
**Cc:** Tenbusch, John  
**Subject:** FW: Save the Date: April 3rd for Housing Advocacy Training

Hi Joe –

I sent out an announcement to colleagues in my address book about an advocacy training announcement scheduled for Wed, April 3<sup>rd</sup> here in Canton.

Here's who we've sent the announcement to so far:

Members of our Fair Housing Task Force:  
Michelle Durham – Exec Director of the Housing Council  
Brian LaVair – North Country Savings Bank  
Jim O'Neill – Retired contractor  
Mike McQuade – Gouverneur Code Enforcement Officer  
Fred Hanss – Potsdam Planning and Development Director  
Amy Simmons – St. Lawrence County CSEA  
Courtney Toms – Massena Independent Living Choices, Inc.  
Bill Jones – Director of Diversity at SUNY Canton  
Andrea Montgomery – Director for the County Office for the Aging  
Diana Dufresne – Rural Law Center of New York  
Terry Feuka – St. Mary's Catholic Church

The announcement was also sent to:  
Matt Taylor – Development Authority of the North Country  
Sally Santangelo – Director for CNY Fair Housing  
Cheryl Chenkle-O'Neill – Snowbelt Housing Corporation, Inc.  
Leigh Rodriguez – Director of Canton Economic Development

Andrea Smith – Director of Ogdensburg City Planning  
Michael Bourcy – Director of Jefferson County Planning  
Chris Rediehs – County Commissioner of Social Services  
Hollie Thesier – Neighbors of Watertown, Inc.

I also reached out to points of contact at St. Lawrence University and SUNY Canton about reserving a venue for the event that can accommodate approx 60 people.

*Matilda Larson*

[mlarson@stlawco.org](mailto:mlarson@stlawco.org)

St. Lawrence County Planning Office  
(315) 379-2292

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**From:** Larson, Matilda <[MLarson@stlawco.org](mailto:MLarson@stlawco.org)>  
**Sent:** Monday, December 10, 2018 3:53 PM  
**To:** Tenbusch, John <[JTenbusch@stlawco.org](mailto:JTenbusch@stlawco.org)>  
**Subject:** Save the Date: April 3rd for Housing Advocacy Training

Colleagues and Friends –

Save the Date: April 3<sup>rd</sup> for Housing Advocacy Training.

The St. Lawrence County Fair Housing Task Force will host a training session for housing and community development organizations on advocacy training for federal and state housing resources.

The event is intended to help you develop skills you can use when speaking about the importance of federal and state housing resources and how they are successfully used by your organization or community.

The event is tentatively scheduled for Wednesday, April 3<sup>rd</sup> and will be held in Canton.

Stay tuned for more information, and please share this announcement with your staff and other partnering agencies.

You will hear more from us about this event in March, 2019. Have a great holiday season, everyone!

*Matilda Larson*

[mlarson@stlawco.org](mailto:mlarson@stlawco.org)

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