

## **General Assembly Feb 21, 2024 7-9pm Meeting Notes**

### **Discussion in PRB**

- Fencing for garden safety - budget will be quoted this week by Jesse.
- Trash cans will be heavier, to stop them being used for doors.
- Humidity will be checked in the laundry rooms, if it is high, humidifiers will be installed.
- Signboards will be put in mailrooms for the delivery carriers.
- Camera coverage signs will also be posted to inform residents about the cameras.
- Survey to effectively use community space is being conducted, gym space, discussion going on to find space.
- Cycle stands can be used to locking down strollers by the residents.
- Spotty internet issue, residents need to reach STC to tell more about complaints.

### **ARA Report**

- Programs and events are being planned, keep an eye out.
- RDs will be sending more communication to communities about the safety information.
- Residents should reach out to appropriate individuals, also use resident assistance line to know more and get help about reporting.

### **UCPD Report**

- UCPD liaison Officer Ken not available for the assembly.
- Updates provided by Tiara: UCPD has a new official chief, goal to increase staffing for UCPD. Advertising is being done.
- Increasing signage for mail carriers, and cameras. Folks won't be under surveillance but this signage will help mitigate package thefts.
- Presence of security (CSA officers) in the community 24/7, instead of UCPD will be great.

### **UAS Management Report**

- On March 6, in UV, Wash will install new larger units by removing other units.
- Residents are giving calls about parking. After hours also get the calls. Please kindly park at appropriate places. Officers will start patrolling again, so a reminder to community to be careful of these situations. Avoid Parking in other people spots and other garages adjacent to the building.
- David Wang: IT is not experiencing new issues. Please call STC if any new issues arise. Log is kept about every issue and we follow up with issue. Don't remove the equipment when you are leaving the housing, especially in Sepulveda and Keystone Mentone. We utilize the new equipment for new residents. STC Number: (310)825-3400, Website: <https://portal.housing.ucla.edu/student-technology-center>
- Report any latency issues, keep IT informed.

### **Public Comment**

- AP: Facing issue with creating community event in single resident housing.
- We want to transport chairs and tables for the community event in Rose.

- Having transportation vehicles would be great, if any support can be provided by the staff.
- Email chain start by Event Coordinator, is it possible?
- Leslie: More discussion will be needed with house staff. If we can discuss about it in advance, it might be possible. Offline discussion will be better.
- Shivam: Is it possible to buy a trailer and tow the trailer on event days? Anyone with the car can attach and take it to the different places. Extra garage space will be needed.
- Leslie: We are short of garage space, might need to get more resident garage spaces back.
- Shivam: Possible to approach someone with empty garage space.
- AP: Need of budget and garage space will be important, it could be a long-term solution. However, for now, help with transportation with this event will be important.
- Instead of UCPD, safety ambassadors patrolling more in the UV might be a better option. Is it possible?
- TD: Will check with Sergio about it.
- Leslie: It is definitely under discussion.

Campus officers are excused.

AP: Reminder to officers. June is used for Year End review and transitions. We have less time left, please go through your by laws and join the general assembly.

- Please send us an email if there's something you would like to discuss.
- We should finish our by laws otherwise there might be stipend cuts.

Secretary

- Projector purchase is still undergoing, we have almost finalized with the screens.
- Will start the discussion about basic needs drive in March, there hasn't been any interest from other campus groups to help with the budget.

Vice President

- Email to all unit reps regarding walk throughs was sent to unit reps, some will do it soon.
- Volunteering with the events, it has been clear most unit reps have helped out.
- Also important to go through the by-laws and fulfil them.

### **Updates from unit reps**

Shivam

- Posted a message on KnM whatsapp groups. 3 possible options: Holi, March Social or Swap Meet.
- Preference of Holi by residents. Will be combined with Keystone if the unit rep is okay with it.

Urfa

- Event in March for Sawtelle D and E, community center booked already for Iftar party.

- Art stations for kids, bring food.
- Waiting to know the budget for the units.

Kunal: Please give a general name to the events, better not to associate the names with the religious festivals.

Catherine

- Similar to Valentines Day games event last year, band can also perform but not sure about the noise ordinance.
- Kunal: Important to conduct it during the day, don't exceed beyond 5pm. You can send an email to unit reps about getting the dates.

AP: Maybe good to put the team in one forum to share the common information. It can make the system more efficient.

Qin

- No specific updates.
- Does walkthrough need to be scheduled with reslife staff. Didn't get a reply to the email from Jesse.
- Will discuss with Shivam what events can be held.

Kunal

- Jesse is the point of contact for walkthroughs. Send an email to Jesse.

Naseim

- Volunteering for General events in April and May.
- Conducted 2 events with Sepulveda D, Gaz.
- Will conduct the walkthrough.

Kunal: Please do the walkthrough, note the issues and send the report. You can check if Jesse is available and do the checks together.

AP: Unit reps should be kept informed if the by-laws are not met.

**Treasurer**

- Whatever the total expense of an event is, it is combined with unit reps and divided between the units based on a ratio.
- Will send the budgets to the unit reps.
- Reimbursements will be given by the end of this month.

Lauren

- Event in last quarter.
- Boba tea and arts event will be done this quarter.
- Will check about the walkthrough. Same maintenance issues as usual in Rose.

AP: Please send us the pictures of the events. It is important to have the record for the events.

Nazira

- Will have an event this Sunday with Leyla.
- Signed up for 2 general events.
- Walkthrough report will be sent soon.

Green Coord not able to join. Update by AP: Remind has been abandoned now. New participants are still sending the messages. But she is adding them to WhatsApp. 600 residents have joined free food programs from all housings.

Leyla

- Event this week hopefully if there's no rain.
- Quest, collect eggs and get prize.
- Food will be provided.
- Posted the flyers on Sawtelle side.

Garden Supervisor

- Payments from 40 gardeners after 2<sup>nd</sup> round of reminders.
- More people have surrendered their gardens.
- Slowly reassigning the plots to new residents.
- Waitlisted residents are also getting new gardens.

CC coordinator not available.

Website Editor

- Please send any new event flyers. Can be posted on website.
- Any new CC maintenance coord, please send me details.

Event Coord

- Next event is on April 6.
- Chairs and tables to Rose event: Not many of them needed. 2 might be sufficient.
- Rose event is on May 25.

AP: There will be a team meetup on 3<sup>rd</sup> weekend of June. Not yet final.

## UASRA 2023-2024: PRB agenda Feb 21, 2024 (5:45pm-6:45pm)

Zoom link: <https://ucla.zoom.us/j/91239998813?pwd=T05tMWlxeVUrVy9xbW41httpsdFhZMkV5dz09>

Passcode: 593001

- Welcome All
- Ongoing concerns/queries/requests
- Based on topics and priorities, dept are order by assigning #

### 1. Facilities/Maintenance

- Sawtelle 3300, 3310 and Sepulveda 3185, 3241 **gardens without fences.**  
**2/21/24 JCA please give a number \$\$ today. Coming This week.**
- **Screw the trash** can in laundry room (heavy trashcan outside: leslie) ++better ventilation (vent is clean)
- **Humidity will be tested in laundry rooms. I have asked Rich Davis to perform this check this weekend.**

### 2. Housing

- Reminder do not leave packages outside: **Signboard:** Erika what is the status. COming soon.
- another signboard for mail room that it is under camera. Sergio+leslie will get it di ne
- For community event need transportation support. How do we reach and to who, so timely support is provided?
- Email from a resident of 3191 about noise and apt change. What is the status? Email them that its under reslife.
- Package theft security measures updated?
- How to improve more luxer use? Educating delivery supervisors. Already going on.

### 3. Reslife

- UV residents want physical health and recreation facilities indoors (as per survey)  
Walkthrough for gym and possible mail storage room- Charlene will email for schedule.  
Ask in sawtelle second study room for fitness room.

Residents in the Survey suggested equipments but we have to select area (outdoor/indoor) to decide equipments. Send email about it to PRB group mind the power usage.

- Cycle stands will have additional stroller parking space.  
**What is the status? Maintenance Jesse: use cycle stand for stroller parking. Tiara: add more cycle stands. Check area in walkthrough.**

**- Do we have any other space for safe delivery? NO such plans. Using existing boxes.**

#### **4. Security**

**Sepulveda resident in survey about pedestrian gate:**

**“Someone leaves it open regularly by unscrewing the screws. called the office UCPD about it they did not care.”**

**“0.35y, 2-3 thefts, around \$400. Never reported because there are no cameras. Asked if anybody has seen the packages in group chat but no reply.”**

**“1.5 years, 2 thefts, about \$100. Did not report to UCPD because they don't do anything.”**

#### **5. IT**

**Spotty internet sepulveda**

### **PRB Meeting Notes 02/21 5:45-6:45pm (by Deepak, Secretary UASRA)**

#### **Facilities and Maintenance**

**JA: Fencing contractor gave prices on Friday, will send the quotes.**

**Trash cans for laundry room. Found an option, there will be wall mounted trash cans. The custodians can remove the trash using the key.**

**Leslie: Some trash cans will be moved outside. Stone trash cans will be used.**

**AP: How will it stop people to move the trash cans?**

**Leslie: These trash cans will be extremely heavy. Enough trash cans available to put one outside each laundry room. 2 team members will move them since they are extremely heavy, they are also large.**

**AP: Other Points related to laundry room like ventilation, any updates?**

**JA: Vents are working well since the last time we looked.**

**AP: Residents reported the insides of laundry rooms are very stuffy/humid so they keep the doors open.**

**JA: We inspected the HVAC systems and they are running correctly. If every machine is getting used, it might be the case.**

**AP: Are there any plans to add anything else to bring humidity level down? Can the custodians check humidity levels especially on weekends?**

**JA: We can check the levels definitely on weekend.**

**AP: We won't be using laundry room for mail storage.**

**Residents informed the unsafe nature of this idea. Packages won't still be safe in the laundry rooms since the doors are still kept open.**

## Housing

- **To improve the resource usage: Mail Boxes or Luxor, guidelines might be important.**
- **New delivery providers don't know this process, a signboard for the facility, "How to Use the Mailboxes" or "Don't put the mail out" can be introduced.**
- **Residents don't reach UCPD since people think there's no camera surveillance, and they are less hopeful. A signboard to inform residents and delivery people will be extremely helpful.**
- **Leslie: Campus Mailroom and Amazon discussed the delivery of Amazon packages. Will follow with Erika about how residents and delivery agents can be educated.**
- **Erika: QR code is a good idea. Will check the protocols shared with the mail carriers. Every mail carrier has unique code. It will still have to go through right channels and will need to be discussed.**
- **AP: Is it possible to get a concrete plan by next PRB?**
- **Erika: First priority will be to protect the procedures. More discussion will be needed.**
- **AP: In that case, simple information to the mail carriers to not leave the packages outside will still be important.**
- **Leslie: Camera coverage is available near pedestrian gates and mailbox rooms. However, there are no posted signs informing about surveillance.**
- **Signs can be posted near those areas.**

**AP: Why can't stone trash cans be kept inside?**

**Leslie: They might be too large for the laundry rooms. Best to put them adjacent to the laundry machines outside.**

**Kunal: People might bring issues about inconvenience of the trash cans being outside the laundry rooms.**

**AP: A particular resident has issue about noise, sent an email to housing. Do we have more information about the case?**

TD: Some of the housing concerns go through Reslife. Team from Sepulveda might be handling the case. They might be communicating directly with the resident. Inform the resident that Reslife might be handling the situation with the resident. Every measure/due diligence is taken before moving the resident to a new apartment since the emergency transfers are limited. Charlene will email about the schedule for a walkthrough – indoor spaces conversion to indoor fitness.

AP: It would be a good idea to share about the needs of the community related to the equipment.

JA: Also think about the power for the equipment according to the space.

AP: Extension of cycle space to stroller parking space.

TD: Folks would need to purchase their own locks to put the strollers.

JA: We were not planning to buy any new equipment. Concerns about increasing the bike racks might come up.

AP: It would also be important to figure out how to inform people.

TD: It would be important to increase the bike racks. Program Managers might jump in discussion.

AP: Any thoughts to increase more delivery areas? Or will we just improve the safety of current spaces? Efficient use of mailrooms might be important.

Leslie: According to Erika, there are no current plans to bring more mailrooms.

## Security

- Survey is ongoing, open till March.
- Some of the responses: Pedestrian gate is being unscrewed by someone on Sepulveda side. UCPD was called but nothing happened.
- We don't have the identity of the person.
- TD: It will be important to call resident maintenance line or housing.
- Liaison from UCPD (Officer Ken): New chief expressed desire to increase staffing to 100 officers. Bringing signage will be a positive step. Residents might be encouraged to report any sort of criminal activity. It will also act as the deterrent for opportunists. Potential of having security in UV 24/7, having CSAs 24/7 would be great.

## IT

- No big issues. It is sometimes spotty.



- **DW: Is the time of the day known? Or any other information. Make sure residents call STC.**