

May 8, 2025 | 6PM | UC215 or Microsoft TEAMS

University District Leadership Team: Amy (co-chair), Rue, Jennipha, and Mehrdad (co-chair)

Guests/Neighbors: Vicki Watson, Adam Ramussen, Emily Ferguson-Steger (UM), Bob Carter (MT State Legislature)

Neighborhood Specialist: Melissa Glueckert

Introduction and Roll Call

Amy O'Hoyt, Co-Chair UDLT, Adam Ramussen, interested in making an impact for his neighborhood, Bob Carter, Montana State Legislative Representative, who tries to attend as many neighborhood leadership team meetings as he can, Mehrdad Mostafavi, Co-Chair UDLT Rue Orford, UDLT member, Melissa Glueckert, Neighborhood Specialist, Jennipha Nielsen, UDLT member, and Emily Ferguson-Steger, UM representative, and Vicki Watson, University District neighbor

Approval of Minutes

- a. [April 2, 2025](#)
 - a. Motion to approve the April 2nd minutes was moved by Jennipha
 - b. Seconded by Mehrdad
 - c. No additional comments
 - d. All voting members moved to approve the minute
 - i. Minutes from April 2, 2025 approved

Presentation: [Map Your Neighborhood](#) (MYN) presented by Jennipha and Rou

- a. **Purpose** To implement the "Map Your Neighborhood" (MYN) program in the University District to strengthen community disaster resilience and preparedness by educating, equipping, and engaging residents at the block level.
- b. **Why Now?** The 2024 summer storm severely impacted Missoula, delaying emergency response and highlighting the importance of neighbor-to-neighbor preparedness. The MYN program empowers residents to act effectively during the critical first hour following a disaster.
- c. **Program Overview** Developed by the Washington State Emergency Management, MYN walks neighbors through nine steps to:
 - a. Secure homes and respond efficiently
 - b. Identify neighborhood resources
 - c. Map vulnerabilities and assets
 - d. Build local contact lists
- d. **Goals**
 - a. Host a general launch meeting with a mock MYN session.
 - b. Provide fire extinguishers or smoke detectors to households completing the program
 - c. Offer \$25 gift cards to host (to offset food and beverages)
 - d. Create outreach materials (yard signs, posters, stickers)
 - i. [One pager](#) example from Kitsap County Department of Emergency Management.
 - ii. [Map Your Neighborhood Booklet](#)
 - iii. [Map Your Neighborhood Discussion Guide](#)
 - iv. [Map Your Neighborhood training video playlist](#)
 - v. [Map Your Neighborhood video for facilitators](#)
 - e. Maintain a website for program coordination and signups.
 - i. Currently hosted on Google via Google sites and thus has no cost
 - ii. This site can have "may we connect you.."



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1. Empowering neighbors looking to connect to be connected
- iii. A QR code could be created to bring folks directly to this site – removing the need to memorize the link.
 1. We can hand out the QR codes at the Fall General Meeting
- f. A Frames and Yard Signs
 - i. If created by UDLT without any additional identifiers beyond Map Your Neighborhood – these signs could be used by other neighborhoods if they wanted to do it too.
- g. Facts/Other:
 - i. Jennipha's mother had to go seven days with her friend who had suffered a stroke prior to this natural disaster but needed things that included refrigeration and power.
 - ii. 70% of survivors are saved by other survivors.
 - iii. Golden Hour – There is a golden hour between life and death. If you are critically injured you have less than six minutes to survive.
 1. Do families have plans if a disaster happens between 3-5pm when under aged children are sometimes home alone or with non-custodial parents?
 2. Do households with pets have plans for their pets in the event of a disaster?
 3. Do you know which of your neighbors might be more vulnerable than others?
 - a. Ages of your neighbors
 - b. Health conditions of your neighbors
 - c. Any unique disabilities that could help rescuers triage the area
 - d. Special skill sets that your neighbors possess such as: medical background, CPR/First Aid, sawyer, owns a generator or electric car, has a chainsaw, has a SARC background
- h. The University District Leadership Team is the megaphone for this program and once it launches – supports the neighborhood by connecting those wishing to be connected together as well as printing the needed workbook material. Beyond that the budget request comes from the desire to reward those who participate with emergency devices.
 - i. See budget below for more specific quantities and pricing
- i. Leadership team members commit to attending one to three neighborhood sessions.
- e. **Budget** (Under \$4,000)

Fire Extinguishers	75 x \$23	\$1,725
Smoke Detectors	25 x \$6.50	\$162.50
Host Gift Cards	40 x \$25	\$1,000
Poster for A-Frames	5 x \$15	\$75



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Yard Signs	25 x \$10	\$250
Emergency Stickers	150 x \$1	\$150
Website Hosting and Maintenance		\$200
Total:		\$3,862

f. Timeline

- a. May: Leadership approval, material orders
- b. June: General meeting and mock session
- c. June-Sept: Host MYN sessions
- d. Summer: Ongoing outreach and signups

g. Talking Points

- a. Affordable, proven program tailored to Missoula
- b. High return on investment in community resilience
- c. Builds trust and readiness between neighbors
- d. Prioritizes equity and accessibility with free materials

Jennipha and Mehrdad became aquatinted with Map Your Neighborhood when they lived in Pasadena, CA. Last summer when Missoula was hit with the major wind storm Missoula got the ability to see the difference between an emergency and a disaster.

What is the difference you might be asking yourself between an emergency and a disaster? Emergencies are routine events that local police, fire and emergency medical service personnel handle on a day to day basis. They do require immediate action to protect life or property, while a disaster is a larger event with sever damage loss of life, or widespread disruption that overwhelms local resources. Essentially, an emergency is a manageable situation, while a disaster is a situation beyond the capacity of local resources.

Map Your Neighborhood [promo video](#) shown to the group.

Discussion about Map Your Neighborhood:

- a. Amy – very informative, thank you! What I hear you indicating is that the University District Leadership Team would be the mega phone and the budget request is for the material and we could – look at the incentive items in the 2025/26 budget (which rolls over on July 1st). We could also do an awareness campaign during the Fall General Meeting.
- b. Jennipha – The challenge with the General Meeting is that we get low attendance.
- c. Melissa – a bit nervous about the robust timeline, especially with the end of a fiscal cycle being at the end of June it means that the date to purchase within this fiscal year is coming up quite fast.
- d. Rou – with \$2180 to be spent in this fiscal year, what might this group be comfortable with spending?
- e. Jennipha – could we get signs?
- f. Rou – yes, if we focused right now on signs for Map Your Neighborhood it would generate buzz that we could capitalize on during the General Meeting. We could also have extra signs for folks who want to host a session at their house to put in their yard.



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- g. Rou – could we do non-mailer postcards that we could handout about Map Your Neighborhood?
- h. Melissa – Another neighborhood did non-mailers and it came to about \$200 with the county print shop for 4,000 postcards.
- i. Jennipha – the A Frames really catch people’s attention
- j. Melissa – reminder that we generally encourage folks to put their A Frames up for up to two-weeks, generally more like one week at a time. Something to keep in mind as we think through what this campaign looks like.
- k. Jennipha – we should think about times this summer when we will see a lot of traffic and put them up then.
- l. Melissa – A frame inserts are done a number of different ways. Some folks print normal sheets and tape them together. Others print inserts that fit directly in the A-frames. Do you all remember the “We Support Nurses” long posters that folks used to put in their windows.

Bob Carter: I need to head off to the next Neighborhood Council meeting. I am sorry I couldn’t stay longer but if you would like in your next meeting I would be happy to attend and provide a Montana Legislative Update on how things went and bills were signed as well as vetoed.

Items to be Discussed:

- a. **Budget:** currently sits at \$2,180.00 and we also have about \$80 on a Yokes gift card

See Me Flags Cross Walk Starter Set	Qty. 2 (\$199.99 ea)	Allocation up to \$399.98
Additional flag holder (PVC tubes and fixings)	Qty. 4 (material and labor being done by Adam Rasmussen)	Allocation up to \$200 for supplies reimbursed via receipts
Pre-pay for pizza for the Fall general meeting	Qty. as many as possible	Allocation up to \$300
Name tags for UDLT members	Qty. 10 (generally about \$10 a piece)	Allocation up to \$100
Map Your Neighborhood	Postcards, yard signs, workbook printing and gas wrenches	Allocation up to \$600
Remaining Budget for FY25		\$500

**Challenge to the group: email the leadership team by May 21st with any ideas you might have on how we should spend the remaining \$500 budget. Melissa reminded us that donations can be challenging but buying things are easier – example: ASUM childcare garden: gloves, watering buckets, and plants – is different.*

- b. **Flags:** Crossing flags that are found on 5th and 6th street of Ronald that were going to be redone to be more visible for those crossing – did not turn out the way we had hoped. Thus, I would propose that we purchase sets. We would need twenty-four (24) flags (each corner gets three flags) and eight flag holders. The sets that we saw online provided two (2) flag holders and twelve (12) flags.



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- a. Rou provided the group some samples of flags and how other communities have addressed this issue: [See Me \\$199 set](#)

[Kirkland WA pedestrian flag](#)

[These might be an option for containers](#)

[Maybe for future flags](#)

- b. Jennipha it would be nice to put a UDLT sticker on the flag buckets to empower folks to know that the UDLT invested in these new ones.
- c. Amy - flags with reflectors are important
- d. Rou – pack of 12 flags is \$56 dollars or the combined 12 flags with holder and attachment is \$199.
- e. Adam – I am a licensed carpenter/contractor and happy to assist in making the flags and holders. After a quick calculation using figures I can find right now online I can make the additional four flag holders and provide the clamp for them to hold onto the sign or telephone pole at the corner for \$200 or less.
- f. Mehrdad – could reflective tape be added to the flag holders to ensure that they are visible at night?
- g. Jennipha – if we order the more expensive set – I worry that we will lose them down the river and it would be a more expensive loss.
- h. Melissa – you are right, anytime a neighborhood does a beautification or community project there is a change that some one or some ones don't show it the respect that it deserves. These flags could go missing but at least you all are working on a solution.
- i. Amy – so can we agree that we allocate \$399.98 to go towards ordering two sets of the See Me Flags kits and allocate up to \$200 for Adam Ramussen (with receipts) to be reimbursed for what supplies he purchased to make these.

c. Name Tags

- a. Amy – does any one have the price for the nametags we are talking about?
- b. Melissa – I don't know but let me ping Kalina to see if she can give that to us. Also, the City is beginning to crack down on the supplemental logos beyond their official logos. More of an FYI. Kalina texted back that on average nametags are about \$10 each.

d. General Meeting

- a. Amy – Melissa @ Northside/Westside we were able to buy gift certificates in one fiscal year that we used in another fiscal year for food at the General Meeting. Is that still a possibility?
- b. Melissa – great question. The City is really cracking down on gift certificates – except for gift certificates purchased for incentives/raffles at things like General Meeting.
- c. Amy – totally understand. I just know that in my former neighborhood we would get hundreds of folks at our general meeting because of food. One time we even had food trucks.



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- d. Melissa – I know that another neighborhood has worked with Big Dipper truck before.
- e. Rou – I would like to see us spend more money getting more projects done for the neighborhood and not on food.
- f. Amy – I completely agree, but also know that food brings people in
- g. Jennipha – I agree, I don't think we should use state or city dollars for food.
- h. Amy – in my experience food has always brought more people than not having food does.
- i. Jennipha – if we used our A Frames to better advertise our general meetings we might not need food. We have never used the A Frames and now that we have the yard signs it should help people's awareness of the General Meeting. We should also ensure we are sharing the General meeting via our own social media channels.
- j. Amy – I would be happy to connect with Bob Marshall (who lives in the University District) to see if he would be open to a pre-pay for pizza for the upcoming Fall General Meeting.
- k. Jennipha – while I like that pizza it is not located in the University District. That would be Bridge.
- l. Amy – good point. While the owner lives in the University District his business is not in the neighborhood. I will try to connect with both Bob and the owner of Bridge (whose University District location is currently closed for construction) to see if either would be open for pre-paying for pizza for our Fall General Meeting.
- m. Melissa – remember you also have some funds remaining on a Yokes gift card that could be used for drinks or other things for the General Meeting.
- n. Jennipha – how much is pizza? How many people does a large pizza feed?
- o. Emily – depends. I order a lot of food for students. On average a large pizza has between 8-12 slices. The average adult eats 2-3 pieces. The average child eats 1-2. These are just estimates. The 3/8 rule is a nice one. It says that you multiple the number of people you anticipate joining by three and then divide the number of slices in the pizza size you are using (e.g. 8 for a large). For example, if you are anticipating 16 people x 3 pieces / 8 slices in a large = 6 pizza's needed. I also always order two additional pizzas to ensure there are enough pieces for everyone. But that is just me and I work with starve college students, faculty and staff.
- p. Amy – so if we could earmark \$300 for pizza for the Fall General Meeting we would be on the right track.
- q. Jennipha – well with more people at the General Meeting we could get more people to join the leadership team.
- r. Amy – we might want to be careful with how large we want to grow the UDLT as it become harder to get quorum and to move agenda items forward with too large of a leadership team. We struggled with this on the Northside/Westside Leadership Team.
- s. Melissa – we have found from a Neighborhood prospective leadership teams of 5-7 are most optimal.

e. Remaining Budget



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- a. Vicki – maybe you could donate to the Clark Fork Native Prairie Project.
- b. Melissa – that is a good thought but they did receive a grant from the City to assist them with their goals.
- c. Rou – perhaps folks could take sometime to think about how we should use the remaining \$500 and email the UDLT by 5/21/25 with additional ideas that the Leadership Team could vote on during the June meeting.
- d. Jennipha – we could use it for more gas wrenches for Map Your Neighborhood.
- e. Amy – everyone should think of ideas and share them
- f. Mehrdad – perhaps we could install a storage space over at Bonner Park
- g. Jennipha – that would take working with Parks and Recreation
- h. Mehrdad – or maybe the traffic circles or signs or what if a family in the neighborhood was having a hardship – could we give them the \$500?
- i. Melissa – great question. These funds really can't be used for donations or hand to one family, though I like the idea.
- j. Vicki – maybe we could donate to the ASUM Childcare gardens
- k. Melissa – that is an interesting idea because it would be an option to purchase them plants or gloves or something like that if that is what you all decided to use the funds for. Remember if you don't use all of your funds that is okay.

Community Forum Report

Focused on code reform

Missoula Neighborhoods Report – Melissa/Kalina

Reminder to everyone on the UDLT to please “reply all” when responding to email inquiries to the UDLT list serve. Remember not to make decisions for the team. And if for some reason you are not getting the UDLT distribution emails please let Melissa know.

Public Comment on Non-Agenda Items

- a. Amy – next month's meeting will be focused on WGM presenting for :15 or so minutes at the beginning and then providing time for questions. We will be meeting in UC225 to provide enough space for any community member who wishes to come. The second part of the meeting will be finalizing any remaining budget allocations and other actions needing a vote, continued discussions about the upcoming Fall General Meeting and other items we want to focus on for the next year.
- b. Emily – will be away at a conference and thus we will need someone to take notes.
- c. Amy – agenda for our UDLT meetings, how would you all like for us to get these? I am happy to email the team to see what you have or Melissa can continue to do it.
- d. Melissa – I am happy to continue doing it and if we need to adjust we can make that adjustment later.
- e. Melissa - The University District Leadership Team meeting signs are in! Would you like to have them now or wait until Fall or even the next meeting to pass them out? The goal would be they would be put up one week prior to the monthly meeting.
- f. Emily – has booked UC215 for the next year starting in Sept. and running through Dec. and then picking back up in February – May, as the January 7th and for the last couple of years the UDLT has not met in January.
- g. Amy – could we put an A Frame sign outside of the UC to guide people into the meeting?



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h. Emily – you betcha as long as it doesn't impact walk ways 😊

Announcements

None

Adjournment

Mehrdad moved to adjourn at 7:56pm with Jennipha providing a second. All voting members were in favor of adjourning.

