

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
AUGUST 28, 2019

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held at 40 Clinton Avenue, Stamford, Connecticut on Wednesday, August 28, 2019.

Commissioner Nelthropp called the meeting to order at 6:05 p.m.

A. Attendees

Present:

Courtney Nelthropp
Richard Ostuw
Sheila Williams-Brown
Susan Rutz
Lester McCoy

Absent:

Advisory Board Members: Adriana Ospina

Staff Members Present:

Jackie Figueroa
Jamie Perna
Jan Tantimonico
Elvin Rodriguez
Darnel Paulemon
Dakota Arturo
Diuseti Almanzar
Ruth Jean-Pierre
Ed Pool
Marcia Bennett

B. Approval of Minutes

- Approval of minutes of the Regular Board Meeting of July 24, 2019

➤ Commissioner Ostuw moved, Commissioner Rutz seconded

The minutes were approved.

Ayes: Courtney Nelthropp
Richard Ostuw
Lester McCoy
Susan Rutz
Sheila Williams-Brown

Nays: None

Public Comment – Ms. Lane, resident of Post House, inquired about a resident list that would be available to the Fire Department in the event of an emergency with the names of residents that have mobility limitations and may be in need of assistance during an emergency. Ms. Perna confirmed that a *resident mobility list* is located in each building's firebox that the Fire Department may access in the event of an emergency. Ms. Lane expressed her concern for residents that don't leave the building and take the elevator during a fire alarm. She also inquired into the possibility of updating the building with voice evacuation system. Ms. Perna stated that COC is working closely with the Fire Marshal who will attend resident meetings to educate residents on emergency protocols. Ms. Perna will look into the voice evacuation system option and provide an update to Ms. Lane.

Board Committee Reports

1. **Human Resources Committee**
No committee meeting was held.

2. **Operations Committee**
No committee meeting was held.

Ms. Perna provided an overview of the 6/30/19 Quarterly Operations Report and highlighted the portability activities within the Housing Choice Voucher (HCV) program. Ms. Perna reported that an average of seven families relocate to Stamford each month, which continues to add to the total number of families served by the HCV program. Ms. Perna discussed the dashboard for Property Management highlighting the PIC performance for the Housing Choice Voucher (HCV) and Public Housing programs. Ms. Perna discussed the dashboard that referenced the number of work orders

received and the current waiting list data. Ms. Perna informed the Board that the Section 8 Waiting List will be open in the fall of 2019. The Waiting List was last opened in 2015 and received over 11,000 applications.

Ms. Figueroa presented COC's report pursuant to the 2019 Section 8 Management Assessment Program (SEMAP) Certification. This report is HUD's tool for objectively measuring a housing agency's performance in administering its HCV program. A self-assessment tool permits housing agencies to rate their management capabilities and /or deficiencies based on 14 Key Performance Indicators. The 14 indicators are: Wait List Selection, Rent Reasonableness, Determination of Adjusted Income, Utility Allowance Schedule, Housing Quality Standards (HQS) Quality Control (QC) Inspections, HQS Enforcement, Expanding Housing Opportunities, Payment Standards, Annual Recertification's, Correct Rent Calculations, Pre-Contract HQS, Annual HQS, Lease Up, FSS Enrollment and Deconcentration efforts. Ms. Figueroa discussed each indicator in detail and provided an overview of the scoring and designation system. COC is certifying a score of 130 out of 135 points, which is considered "High Performer" status.

3. Finance Committee

No committee meeting was held.

C. Report from Executive Director

No report from Executive Director.

D. Strategic Overview from Chief Executive Officer

No report from Chief Executive Officer.

E. Resolution

19-27: Approve the 2019 SEMAP (Section 8 Management Assessment Program) Certification

➤ Commissioner Ostuw moved, Commissioner Rutz seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the 2019 SEMAP (Section 8 Management Assessment Program) Certification is hereby approved for submission to the U.S. Department of Housing and Urban Development (HUD)

The resolution was passed.

Ayes:	Courtney Nelthropp	Nays:	None
	Richard Ostuw		
	Susan Rutz		
	Lester McCoy		
	Sheila Williams-Brown		

F. Executive Session

No Executive Session was held.

G. Adjournment

At 6:59 p.m., after a motion duly made by Commissioner Nelthropp and seconded by Commissioner Ostuw, the Board meeting was adjourned.

Natalie Coard
Executive Director