

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
NOVEMBER 14, 2018

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, November 14, 2018.

Commissioner Ostuw called the meeting to order at 6:04 p.m.

A. Attendees

Board Members:

Richard Ostuw
Bill McCullough
Sheila Williams-Brown
Susan Rutz

Absent

Courtney Nelthropp
Kristella Garcia

Advisory Board Members:

Adriana Ospina
Lester McCoy

Also Present:

Vin Tufo
Natalie Coard
Lisa Reynolds
Janice Tantimonico
Marcia Bennett
Frank Benavides
Brittney Lawrence

B. Approval of Minutes

- Approval of minutes of the Regular Board Meeting of October 24, 2018

➤ Commissioner Williams-Brown moved, Commissioner McCullough seconded

The minutes were approved.

Ayes:	Bill McCullough	Nays:	None
	Richard Ostuw		
	Sheila Williams-Brown		
	Susan Rutz		

C. Public Comment – There were no comments from the public.

Board Committee Reports

- Human Resources Committee** – Commissioners Ostuw, Rutz, Williams-Brown, Mr. McKoy, Ms. Coard, Ms. Reynolds and Ms. Tantimonico were in attendance at the HR Committee meeting on 11/13/2018. Ms. Tantimonico reported on hiring a Custodian and the open positions, which are: Maintenance Mechanic III; Part-Time Attendant and Housekeeper at Wormser Congregate. Ms. Tantimonico provided a summary of the ADP modules' benefits. This included On-Boarding, Analytics & Benchmarking, Talent & Compensation and Recruitment. Ms. Tantimonico advised the committee that the ADP Implementation Specialist would be working with HR to develop a project timeline. Ms. Tantimonico reported that the 2018 performance evaluations are goal oriented and are in the process of being completed.
- Operations Committee** – Commissioner McCullough, Ms. Rutz (via telephone), Ms. Figueroa, Mr. Robinson and Ms. Bennett were in attendance at the Operations Committee meeting on 11/13/18. Ms. Figueroa reported on the Quarterly Operations Report of September 30 2018. Ms. Figueroa reviewed and discussed the proposed Operations Report dashboard sample and requested Board members to provide feedback. Ms. Figueroa provided a procurement update and discussed the resolution to approve the updated Procurement Policy.
- Finance Committee** – No finance Committee Meeting

D. Report from Executive Director –Ms. Coard discussed the modification to the current procurement policy. The major changes to the policy include: elimination of the petty cash fund; and the threshold increase to \$150,000 for small purchases, sealed bids, and Board approvals. Ms. Coard also discussed was the added exhibit for State and Local procurement requirements, which is triggered when procuring services when “unrestricted funds” are involved.

E. Introduction to Dovetail: Social Innovation Platform from CEO – Vin Tufo made a presentation, including an introduction and status report, on COC’s social enterprise corporation, **Dovetail: SIP, Inc.** He began with a review and discussion of COC’s core mission, which has evolved to incorporate advancing the wellbeing of residents and the broader community. This mission, along with the corresponding transformation of COC’s business model, has directly led to the formation of Dovetail. Its purpose was described as: assisting the community to tackle challenges that arise from multiple causes; helping to break down ‘silos’ (in the social service sector); and facilitating social innovation by launching, managing and evaluating strategic initiatives. The Board examined Dovetail’s primary program areas of Health and Wellness, promoting Educational Equity and fostering Multi-Sector Collaboration. These areas of concentration were illustrated with a *deeper dive* into our work on multiple Fairgate Farm programs, Parents as Co-Educators and the Anchor Opportunity Network. Mr. Tufo provided a self-assessment of progress-to-date and ended with a ‘look ahead’ of what’s next for Dovetail. The Board was fully engaged and generally supportive of this approach to fulfilling key aspects of COC’s mission. Presentation attached.

F. Resolutions

18-38: Approve updates to Procurement Policy

➤ Commissioner McCullough moved, Commissioner Rutz seconded.

Be it resolved by the Board of Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities the updates to the Procurement Policy is hereby adopted.

The resolution was passed.

Ayes:	Bill McCullough	Nays:	None
	Richard Ostuw		
	Sheila Williams-Brown		
	Susan Rutz		

G. Executive Session

No Executive Session was held.

H. Adjournment

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

Natalie Coard
Executive Director



dovetail

SOCIAL INNOVATION PLATFORM

Presentation to COC Board of
Commissioners

Our Mission

- ▶ The mission of Charter Oak Communities is to bring about social benefit through innovation to create a healthier and stronger Stamford.
- ▶ We begin by helping families and individuals live comfortably in safe, attractive and cohesive neighborhoods and move further by striving to develop, test and institutionalize creative approaches to social wellbeing that unlock full human potential. Innovations aim to raise the accessibility and effectiveness of education, social services, health care, employment and environmental livability among other core goals.

Dovetail Purpose

- ▶ We assist residents, governmental entities, and service providers to identify and tackle challenges that arise from multiple causes, related to health, educational outcomes, housing, economic mobility and food security.
 - ▶ Dovetail helps partner organizations collaborate to strengthen the Stamford community: that is to break down the *silos* that inhibit effective cross-sector partnerships.
 - ▶ We introduce catalytic resources as facilitator and participant to launch, manage and evaluate initiatives intended to overcome them.
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Dovetail Program Areas

- ▶ Health and Wellness: improving the health of residents through better access to, and coordination of, health services, nutritional support and healthy lifestyles
 - ▶ Educational Equity: improving educational attainment – reducing the *achievement gap* – through parental support, community engagement and removing barriers
 - ▶ Multi-Sector Collaboration: providing strategic direction and program facilitation for community activities through partnering, impact measurement and communication
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Health and Wellness

▶ Fairgate Farm

- Purpose: F-F is a volunteer-powered urban farm promoting healthy activity, nutritional awareness and community cohesion.
- Theory of Change: *Hands-on* experiences of physical activity, healthy nutrition and socialization are elements in promoting good health.
- Collaborative: Fairgate Farm Advisory Board supports and guides Farm programs. Other participants are New Covenant House, Optimus, Boys and Girls Club, Pinnacle School, Stamford Public Schools, Stamford Hospital and corporations.
- Objectives: Supply nutritious produce to volunteers, farmer's market and nonprofit hunger-relief agencies. Offer events and nutritional, cooking and gardening education programs.
- Impact Measurement: Impact is measured by rates of volunteerism, food production, composting and program participation. We employ *qualitative* indicators to measure change in attitude, behavior and personal aspiration.

Educational Advancement

▶ Parents as Co-Educators

- Purpose: Co-Ed integrates child's pre-K education, parent education and immigrant support to improve the readiness of children to enter kindergarten
- Theory of Change: Young children will be better prepared for kindergarten, reducing the *achievement gap*, if parents are more capable of supporting healthy growth and development.
- Collaborative: Vita Collaborative supports a partnership of Children's Learning Centers, Building One Community and Family Centers, providing a network of support services and resources.
- Objectives: Collaborative model will help children, and their parents, enter public schooling better developed and prepared for long term success.
- Impact Measurement: Results are rigorously measured according to the rates of social, physical, creative and cognitive advancement of children and as well as parental engagement.

Multi-Sector Collaboration

▶ Anchor Opportunity Network

- Purpose: AON causes anchor institutions, municipal leaders and local neighborhoods to form partnerships to leverage capital and human resources, driving shared investment and economic growth.
- Theory of Change: Networked members will align interests around defined Areas of Opportunity, achieving common objectives
- Collaborative: Steering Committee represents 100+ members from healthcare and higher education, municipal planning offices and community stakeholders
- Objectives: *Internal*: Launch the Anchor Opportunity Network, build membership and attract funding. *External*: Investment of institutional capital and improved local coordination
- Impact Measurement: Impact will be measured against objectives defined in the network's Areas of Opportunity, and will include rates of new financial investment, local hiring & procurement and policy development & implementation.

Summary

- ▶ Many residents face obstacles to personal success that are beyond the scope of any single organization.
 - ▶ Dovetail engages many agencies and interests, who are used to working in relative isolation, as collaborators.
 - ▶ Dovetail fosters interdisciplinary partnerships that can address some of our community's persistent and complex challenges.
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Next Steps



- ▶ Continue to build national presence and learn from peer initiatives
- ▶ Expand Fairgate Farm programs and participation rates
- ▶ Support Vita H&W expansion beyond West Side
- ▶ Launch Co-Educators “2.0” with Stamford Public Schools
- ▶ Develop & apply qualitative impact evaluation model.
- ▶ Increase public profile of Dovetail through media and website www.dvtl.org

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Natalie Coard
Executive Director