

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
OCTOBER 23, 2024

A regular Board meeting of the Commissioners of the Housing Authority of the City of Stamford was held at 40 Clinton Avenue, Stamford, Connecticut and on the Zoom remote connection meeting platform on Wednesday, October 23, 2024.

Commissioner Ostuw called the meeting to order at 6:06 p.m.

A. Attendees

Present: Rich Ostuw
John Coff
Lester McKoy
Divya Malhotra

Absent: Alexandro Morris

Advisory Board: Bianca Shinn-Desras
Absent: Ronice Latta

Present: Vin Tufo
Natalie Coard
Jon Gottlieb
Lisa Reynolds
Sam Feda
Beth Janney
Ken Montanez
Jan Tantimonico
Raul Gomez
Megan Shutes
Michele Tarulli
Karen Coquillon
Chris Warren
Christine Young
Darnel Paulemon
Ms. Barbara Moye (Post House)

B. Approval of Minutes

Approval of minutes of the COC Board Meeting of September 25, 2024

➤ Commissioner Ostuw moved; Commissioner Coff seconded.

The minutes were approved.

Ayes: Rich Ostuw
Lester McKoy
John Coff
Divya Malhotra

Nays: None

C. Public Comments – There was no public comment.

D. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, Coff, Malhotra, McKoy and Morris, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Feda, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Ms. Caselli, Mr. Paulemon, Mr. Soares and Ms. Young attended the Human Resources Committee meeting on 10/23/2024. Mr. Gomez provided a recruitment update on open positions and a brief overview of the Employee Value Proposition (EVP) Survey. The EVP is a follow-up to the 2024 Employee Survey results. Ms. Tantimonico provided an update on changes to the medical, dental and vision plans

that are being considered. Mr. Gomez provided an update on recent and scheduled employee engagement activities and events.

Operations Committee – Commissioners Ostuw, Coff, Malhotra, McKoy and Morris, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Feda, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Ms. Caselli, Mr. Paulemon, Mr. Soares and Ms. Young attended the Operations Committee meeting on 10/23/2024. Ms. Figueroa presented Yardi Elevate, which is a Yardi module that will provide COC efficiency in managing maintenance requests and inspections.

Ms. Janney described the Resident Opportunity and Self-Sufficiency (ROSS) grant program, of which we are awaiting final award acknowledgement. The purpose of ROSS is to provide funding to support resident service coordinators who will assess the needs of Stamford Manor residents and coordinate available resources in the community to meet them. COC has been a ROSS recipient for the past four years and relies on these funds to provide vital services to our most vulnerable residents to promote stability and economic independence.

Finance Committee – Commissioners Ostuw, Coff, Malhotra, McKoy and Morris, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Feda, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Ms. Caselli, Mr. Paulemon, Mr. Soares and Ms. Young attended the Finance Committee meeting on 10/23/2024. Mr. Galasso reviewed the 3Q24 A/R report, highlighting recent changes. Ms. Caselli and Mr. Soares reviewed the status of the COC FY24 audit and Scofield Manor’s FY24 audit. The Yardi team highlighted some challenging conversion errors and decision pivots that were necessary as the process moved toward full implementation.

E. Report from Executive Director - Ms. Coard addressed over-income households at Lawn Hill Terrace. Ms. Coard noted that those exceeding 140% of the current income limit will receive notification to discuss their continued tenancy. Ms. Coard discussed the new Below Market Rate (BMR) contract for 18 Dock Street, which will primarily use the 40% Area Median Income (AMI) instead of the usual 50% AMI. Ms. Coard discussed career advancement strategies being considered for property management positions, recognizing challenges due to the organization’s size. COC is in the process of developing a plan focused on staff development.

F. Strategic Overview from Chief Executive Officer – Mr. Tufo discussed planning for a city-wide, needs-based affordability housing study. The needs-based approach begins with defining primary segments of Stamford’s housing insecure population and learning more about their specific housing needs, including low and very low-income individuals and families, senior citizens, physically, mentally and cognitively disabled adults, immigrants to Stamford, disconnected and disengaged younger adults (18-25 years old), homelessness, etc. Mr. Tufo stated that the Vita partners would play a role in providing information on the housing needs of their clientele, as available. This would be validated with professional data research and developed into needs by housing type.

G. Resolution –

24-34: Approve Change Order No. 1A to the Contract with Family Centers, Inc. for Resident Services, Family Self-Sufficiency and Relation Services, extending the Term to give years

➤ Commissioner Coff moved; Commissioner McKoy seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that Change Order No. 1 is null and void and that the Executive Director is authorized to approve Change Order No. 1A to the Contract with Family Centers, Inc. in the amount of \$3,150,000.00, for a total Contract amount of \$5,254,500.00. Further expenditure shall not be made without Board authorization.

The resolution was passed.

Ayes: Rich Ostuw
John Coff
Lester McKoy

Nays: None

H. **Executive Session** – No Executive Session was held.

I. **Adjournment** - At 6:39 p.m., after a motion duly made by Commissioner Coff and seconded by Commissioner McKoy the Board meeting was adjourned.

Natalie Coard
Executive Director