

MINUTES OF THE REGULAR BOARD MEETING OF
THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE CITY OF STAMFORD
DECEMBER 18, 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, December 18, 2024.

Commissioner Ostuw called the meeting to order at 6:08 p.m.

A. Attendees

Present:	Rich Ostuw John Coff Divya Malhotra	Absent: Alexandro Morris Lester McKoy
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Advisory Board:	Bianca Shinn-Desras Ronice Latta	Absent:
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Present:	Vin Tufo Natalie Coard Jon Gottlieb Lisa Reynolds Sam Feda Jackie Figueroa Beth Janney Ken Montanez Jan Tantimonico Raul Gomez Megan Shutes Michele Tarulli Karen Coquillon Chris Warren Darnel Paulemon Christine Young
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B. Approval of Minutes

Approval of minutes of the COC Board Meeting of November 20, 2024

- Commissioner Malhotra moved; Commissioner Coff seconded.

The minutes were approved.

Ayes:	Rich Ostuw John Coff Divya Malhotra	Nays:	None
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C. Election of Officers –

- Commissioner Coff nominated, Commissioner Malhotra seconded, Commissioner McKoy as Vice Chairman.
- Commissioner Coff nominated, Commissioner Malhotra seconded, Commissioner Ostuw as Chairman.
- Both appointments were approved by unanimous vote.

D. Public Comments – There was no public comment.

E. Board Committee Reports

Human Resources Committee – Commissioners Ostuw, Coff, Malhotra and Morris and Advisory Board member Latta, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Mr. Paulemon, Ms. Parada-Bravo and Ms. Young attended the Human Resources Committee meeting on 12/17/2024. Ms. Tantimonico and Mr. Gomez provided recruitment updates on open positions and announced promotions and new hires. Mr. Gomez provided an update on recent and scheduled employee engagement activities and events.

Operations Committee – Commissioners Ostuw, Coff, Malhotra and Morris and Advisory Board member Latta, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Mr. Paulemon, Ms. Parada-Bravo and Ms. Young attended the Operations Committee meeting on 12/17/2024.

Ms. Janney provided updates on implementation of the Yardi platform, highlighting functionality of the Community Manager dashboard. Ms. Janney noted that the dashboard consolidates key property indicators, such as occupancy, recertifications, and outstanding service requests, allowing managers to monitor overall performance and access detailed data directly.

Ms. Parada-Bravo demonstrated the Housing Choice Voucher (HCV) Program Landlord Portal via Rent Café, emphasizing key features such as 24/7 access, payment and unit history, and self-help options for submitting account updates. In the first month of implementation, 20% of HCV landlords registered for the portal; we will continue outreach to increase participation.

Ms. Figueroa discussed the resolution to be presented to the Board 12/18/2024: Approve HOTMA Updates to the Housing Choice Voucher (HCV) Program Administrative Plan, effective January 1, 2025. Specifically, Ms. Figueroa addressed the new regulations governing adjustments to the payment standards.

Finance Committee – Commissioners Ostuw, Coff, Malhotra and Morris and Advisory Board member Latta, Mr. Tufo, Mr. Gottlieb, Ms. Coard, Ms. Figueroa, Ms. Janney, Mr. Montanez, Mr. Fedá, Ms. Reynolds, Ms. Tantimonico, Mr. Gomez, Mr. Warren, Ms. Coquillon, Mr. Galasso, Mr. Paulemon, Ms. Parada-Bravo and Ms. Young attended the Operations Committee meeting on 12/17/2024.

Mr. Paulemon, Mr. Warren, and Ms. Janney discussed the resolution: To approve the operating budgets for the twelve-month period ending December 31, 2025, for the following entities: Taylor Street LP, Clinton Ave LP (Post House), Glenbrook Road Elderly Housing Corp (Glenbrook Manor), Fairgate Corp LP, 58 Progress Drive LP (Westwood), Palmer Square Housing Development LLC, and Southern Connecticut Commercial Improvement Corp (Park 215). Mr. Fedá discussed the status of the 6/30/2024 COC audit, the 9/30/2024 Scofield Manor audit and the State of Connecticut Department of Social Services Rate Review audit.

- F. **Board Discussion: Planning for Capital Needs and Portfolio Longevity** – Mr. Warren discussed planning for capital needs and portfolio longevity, emphasizing a systematic evaluation of each property's physical and functional integrity over time. He outlined the approach of hiring an architect and engineers to conduct a focused assessment of each site, rather than a general overview. The next steps involve compiling data, reviewing narratives and photos, and refining the report, which includes recommendations for planning, budgeting and mitigating unexpected expenses. Mr. Warren stressed the need for a holistic approach to asset management, considering maintenance, performance, energy efficiency and aesthetics. He also highlighted the need for preventive maintenance and proactive measures to address issues before they escalate.
- G. **Report from Executive Director** – Ms. Coard discussed the Family Centers, Inc. operational plan, which includes community engagement, social inclusion, housing assistance, health and wellness programs, education, skill development, financial literacy, budgeting assistance, referral to external resources and evaluations. The plan aims to foster an inclusive community through diverse social, cultural, and wellness events prioritizing resident's health and well-being. Ms. Coard proposed that Family Centers present the plan in the future.
- H. **Strategic Overview from Chief Executive Officer** - Mr. Tufo discussed ongoing negotiations in Washington D.C. regarding the Continuing Resolution to fund the federal government, set to expire 12/20/2024. The outcome of negotiations will determine the Resolution's fate and the potential for a government shutdown. Mr. Tufo highlighted potential changes, under the incoming administration, in federal funding for HUD, particularly the Housing Choice Voucher program (HCVP), which COC is monitoring closely. Mr. Tufo noted that a reduction in Section 8

funding could limit housing opportunities and impact COC's ability to issue and maintain its current level of voucher authority. Mr. Tufo stated that COC is modeling different scenarios and benefiting from a large reserve level due to last year's funding increases. Mr. Tufo emphasized the importance of preparing for potential funding cuts and disruptions. He added that COC will wait for more concrete data before making decisions or communicating with stakeholders.

I. Resolutions –

24-40: Approve HOTMA Updates to the Housing Choice Voucher (HCV) Program Administrative Plan, effective January 1, 2025

➤ Commissioner Coff moved; Commissioner Malhotra seconded.

Be it resolved by the Commissioners of the Housing Authority of the City of Stamford d/b/a Charter Oak Communities that the updated Housing Choice Voucher Program Administrative Plan is hereby adopted, effective January 1, 2025.

The resolution was passed.

Ayes:	Rich Ostuw	Nays:	None
	John Coff		
	Divya Malhotra		

J. Executive Session – At 7:01 p.m., after a motion duly made by Commissioner Ostuw and seconded by Commissioner Coff, the Board meeting was suspended. At 7:35 p.m. the Board went into an Executive Session. Mr. Tufo and the Senior Staff briefed the Board on the planned succession of senior leadership and its impact on the organization.

K. Adjournment - At 7:45 p.m., after a motion duly made by Commissioner Ostuw and seconded by Commissioner Coff the Board meeting was adjourned.

Natalie Coard
Executive Director