



# Housing Authority of the City of Danbury

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DOMENICO CHIEFFALO, CHAIRMAN  
RAYMOND YAMIN, COMMISSIONER  
STANLEY WATKINS, COMMISSIONER  
MARY TEICHOLZ, COMMISSIONER  
JAMES ZEH, RESIDENT COMMISSIONER

CAROLYN SISTRUNK, EXECUTIVE DIRECTOR

## MINUTES OF THE REGULAR MEETING OF THE HACD CORP

MARCH 17, 2011

### BOARD OF COMMISSIONERS

#### COMMISSIONERS PRESENT:

Domenico Chieffalo

Raymond Yamin

Jim Zeh

#### STAFF PRESENT:

M Carolyn Sistrunk

Michael Dapolite

Jacqueline Elam

Richard Manville

Elizabeth V. Meurer

Kevin Barry

Jim Sabo

Sissy Green

#### ATTENDEES:

Floyd Banks

Rose Morrison

**CALL TO ORDER** The Regular Meeting of the Board of Commissioners for the HACD CORP was called to order at 6:13 PM at 385 Main Street, Danbury, Connecticut, 06810. Upon motion the meeting was called to order by Commissioner Yamin and seconded by Commissioner Zeh.

#### PUBLIC COMMENTS – No Public Comments

**APPROVAL OF MINUTES** – The March, 2011 Revised Regular Meeting Minutes were unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.



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## **CITY WIDE RESIDENT LEADERSHIP COUNCIL REPORT**

### **DEPARTMENT HIGHLIGHTS - Jackie Elam**

**AUTHORITY MANAGEMENT REPORT** – HACD CORP's Executive Director reviewed the Operational results for March, 2011.

**FINANCIALS** — The January, 2011 Operating Statement for the HACD CORP was reviewed and accepted.

### **RESOLUTIONS AND INFORMATIONAL ITEMS**

- A. RESOLUTION 105** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Admissions & Continued Occupancy Policy, specifically as it relates to the Enterprise Income Verification system reporting requirements effective immediately. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.
- B. RESOLUTION 106** authorizes the Executive Director to approve and implement the proposed amendments to the language of its Section 8 Administrative Plan, specifically as it relates to the Enterprise Income Verification system reporting requirements effective immediately. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.
- C. RESOLUTION 107** authorizes the Executive Director to write-off Four Thousand Seven Hundred Ninety One Dollars and Thirty Seven Cents (\$4,791.37) in outstanding tenant account receivables for the period of September 1, 2009 through December 31, 2010. The resolution was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.
- D. RESOLUTION 108** authorizes the Executive Director to submit the Department of Social Services Transitional Living Program Annual Demographics Report covering the reporting year of January 2010 through December 2010. The resolution was unanimously approved upon motion by Commissioner Yamin and seconded by Commissioner Zeh.

### **CHAIRMAN'S REPORT – No Report**

### **NEW BUSINESS - No New Business**

**ADJOURNMENT** – The adjournment (6:17 PM) of the Regular Meeting of the Board of Commissioners for the HACD CORP was unanimously approved upon motion by Commissioner Zeh and seconded by Commissioner Yamin.

