



CHARTER OAK  
COMMUNITIES<sup>SM</sup>

February 20, 2015

Ms. Donna M. Loglisci  
Town Clerk  
City of Stamford  
888 Washington Blvd.  
Stamford, CT 06902

Dear Ms. Loglisci:

This is to notify you that the special Board Meeting of the Housing Authority of the City of Stamford D/B/A Charter Oak Communities is scheduled for Tuesday, February 24, 2015 will be at 9:30 AM at 22 Clinton Avenue, Stamford, CT in the second floor conference room. The agenda for the meeting is attached.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'V. Tufo', with a long horizontal flourish extending to the right.

Vincent J. Tufo  
Executive Director and CEO

Attachment

## Agenda – Human Resources Committee Meeting

February 24, 2015

9:30 AM

1. Recruitment Update –
  - a. Focus: Internships/Regular/Full Time Hires at Universities and Trade Schools.
    - i. Develop relations with Universities and Technical Schools
      1. University of New Haven
      2. Fairfield University
      3. Sacred Heart (waiting for response)
      4. UCONN Stamford (waiting for final response)
      5. Technical High Schools
    - ii. Summarize postings, “non-profit-social services” clubs and majors
    - iii. COC to possibly attend club or class to present COC
    - iv. COC only University Job Fair
    - v. Volunteer to assist Universities with mock interviews
    - vi. “U-Tube” Video of COC, Brochures, etc. University Career Directors willing to assist in marketing tools.
  - b. Focus: Job Fairs
    - i. Norwalk (provide feedback)
    - ii. Fairfield University (February 26)
  - c. Overall Recruitment Summary – Talk about interest in internal employees in property management – succession planning.
2. Union Negotiation Update –

A Resolution for Local 145 will be presented in the February Board Meeting. Talk about benefit of medical contributions and lump sum payments vs. base salary increases.
3. Other Business