



CHARTER OAK  
COMMUNITIES<sup>SM</sup>

August 19, 2016

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 Wednesday, August 24, 2016 at 4:15 p.m. 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 'Vincent J. Tufo', with a long horizontal stroke extending to the right.

Vincent J. Tufo  
Executive Director and CEO

Attachment

## Agenda

### Human Resources Committee Meeting

August 24, 2016

4:15 PM

1. Recruitment Update
  - Open Positions and Status of these Positions
  - Filled Positions
  - Promotions
2. Scofield Manor Dietary Services Transition Feedback
3. Summer Picnic
  - Location: The Italian Center
  - Date and Time: August 26<sup>th</sup> at 12:00 p.m.
4. ADP Integration – Updated Version of HRB/Payroll
  - Upgrade system benefits for HR
5. General Discussion