

MEETING AGENDA

DATE: October 27, 2014

TIME: 4 PM

LOCATION: STERN VILLAGE (COMMUNITY HALL)
200 HEDGEHOG CIRCLE
TRUMBULL, CT 06611

1. Call to Order
2. Roll Call and Pledge of Allegiance.
3. Reading and Approval of Minutes for the September 29th - Regular Meeting of the THA and the October 13th – Special Board Meeting of the THA
4. Resident Comments
Stern Village Residents (only) may speak for a maximum of 3 minutes. Stern Village Residents (only) must sign-up to speak prior to the start of the meeting.
5. Treasurer's Report
6. Executive Director's Report
7. Unfinished Business
8. New Business
 - Discussion and resolution to approve the THA Resident Participation Plan.
 - Discussion and resolution to approve the outsourcing of food services and congregate kitchen staff.
9. Executive Session – Personnel matters
10. Adjournment

Addendum to the Agenda for the October 21, 2014 THA Board Meeting

Outsourcing Food Service for the THA Congregate

Currently, we prepare, cook and serve a noon meal (only) to 36 Congregates, seven days a week. Since February 2014, Neil and I have reviewed and evaluated our meal expense costs. Neil, Madeline and Harriet are spending an inordinate amount of time, each day, managing the operations of the kitchen and overseeing the cook and kitchen staff. An outside food vendor will enable us to streamline the entire operation of the kitchen. These "soft" costs can be better spent and utilized by creating and implementing new and innovative programs to meet the needs of our residents, as well as enhance our existing services for the Congregates.

- We started the outsourcing process in February 2014 and advertised an RFP detailing our needs and cost per meal.
- We received 4 responses to the RFP.
- We created a team of "taste-testers and evaluators" to have lunch at various Congregates.



TOVAH, Inc.
Transforming Outcomes for Vibrant Affordable Housing
342 North Main Street
West Hartford, CT 06117
860-760-9170



October 20, 2014

Ms. Harriet Polansky
Executive Director of Stern Village
Trumbull Housing Authority
200 Hedgehog Circle
Trumbull, CT 06611

Dear Ms. Polansky,

On September 30, 2014, TOVAH, Inc. facilitated a Resident Meeting to discuss in detail the requirements under CT General Statutes 8-64c which calls for the meaningful participation among public housing residents in the planning, implementation and monitoring of major physical transformation and disposition activities. To this regard, we discussed the nature, purpose and scope of Resident Participation Plans under CGS8-64c. All residents received a copy of the presentation materials detailing the requirements of CGS-8-64c. Additionally, the proposed draft Trumbull Housing Authority Resident Participation Plan was shared and discussed.

On October 1, 2014, all residents received a copy of the proposed Resident Participation Plan (RPP) along with all presentation materials that were disseminated at the meeting on September 29th. Residents were encouraged to review all materials and to attend a meeting on October 14, 2014, whereby they would be provided with an opportunity to provide input in the creation of the Trumbull Housing Authority RPP.

On October 14, 2014 another Resident Participation Plan Meeting was facilitated to provide an opportunity for residents to give input into the Trumbull Housing Authority Resident Participation Plan. Aside from clarification, no additional input or recommendations were made by the residents to include in the plan.

All Stern Village residents have received a copy of the proposed plan and were provided with an opportunity to give input into the plan. As no recommendations were made to modify or revise the plan in any manner, you may move forward in recommending to the Board of Commissioners that the plan be adopted.

Once the board adopts the plan, all residents should receive a copy of the final approved plan for their records.

Sincerely,

Kim Pietrorazio, M.S.
Executive Director