

MAYOR  
DAVID R. MARTIN

Sandra Peterkin, Chair  
Moira Colangelo  
Kate Lombardo  
Daniel S. McCabe



STAMFORD GOVERNMENT CENTER  
888 WASHINGTON BOULEVARD  
STAMFORD, CT 06901

**CITY OF STAMFORD**  
**SOCIAL SERVICES COMMISSION**

**Minutes for March 18, 2014 Meeting**

**ATTENDEES:**

**Commission Members**

Sandra Peterkin, Chair  
Moira Colangelo  
Kate Lombardo  
Daniel McCabe

**Public**

Marty Levine  
Eileen Mulhall  
Rosa Tellez  
Maria Vazquez-Goncalves

**Public Safety Staff**

Ted Jankowski, Director  
Kathy Ruther, Secretary

**Health Department Staff**

Anne Fountain, Director  
Sharona Cowan, Director, Mandated Services

**Law Department Staff**

Amy LiVolsi, Asst. Corporation Counsel

---

Meeting came to order at 4:11pm and was presided over by Chairman Sandra Peterkin.

**Acceptance of Minutes**

Minutes from February 18, 2014 meeting are missing Fair Rent Hearing notes and are deemed incomplete, interim draft will be posted with slight updated wording change.

**Motion** - to change wording to paragraph 5b "The members agreed to list Fair Rent hearings as the last agenda item during regular scheduled meetings, as necessary," and tabling approval of minutes until next meeting was made by Commissioner Colangelo, seconded by Commissioner McCabe, and motion carried with Commissioner Lombardo abstaining (8:30).

**Anne Fountain, Director of Health**

Anne presented the Commission with an overview of the various functions and activities of Stamford's Health Department, discussing challenges and staffing. Sharona noted that clients' biggest problems tend to be housing, employment and health insurance. The Health Department is in need of a new position to greet, intake and capture data on people coming in seeking services. See Attachment A, handout. Anne Fountain departs (58:35).

Sharona Cowan, Director of Mandated Services, Health Department

Sharona reports no new Fair Rent complaints since last meeting, and presented the Interim Investigators Report (Attachment B). The Chair suggests closing FR2013-10001, and noted that FR2013-08001 will be heard later in the agenda. Sharona Cowan departs (1:06:57).

Ted Jankowski, Director, Public Safety, Health & Welfare

Presented and reviewed questions the Commission had posed last meeting (Attachment C).

Reviewed new Social Services Coordinator position that he will be discussing with the Board of Finance. Commissioner Colangelo would like to write a letter of support to the Board of Finance in regards to funding this position. The Commissioners generally agreed that it is difficult for the Social Services Commission to function effectively without someone in this position.

**Motion** – to send letter of support, drafted by Commissioner Colangelo and sent by Chair Peterkin to Board of Finance and Board of Representatives, was made by Commissioner Colangelo, seconded by Chair Peterkin, and motion carried.

A regular location for Social Service Commission meetings is being investigated by the Mayor's Office and will hopefully have a regular home soon.

The process for expanding the Commission was reviewed and discussed. The Commission would need to request that expansion be included in a Charter Revision or increase via public referendum. The Chair commented that discussion of possible expansion, and/or addition of alternates, be added to the next regular meeting Agenda. Ted Jankowski departs (1:23:04).

Amy LiVolsi, Assistant Corporation Counsel

Presented and discussed information packet regarding FOI rules and best practices (Attachment D). Suggestions she has for the Commission to consider include:

- Set up "StamfordCT.gov" emails for Commission members to use for Commission correspondence
- Post document packages in advance (similar to Board of Ed, for example) so Commissioners can prepare for meetings and hearings in advance, and ease of archiving for public
- When formulating an Agenda, Chair can put out a call for Agenda Items to Commissioners, versus drafting an Agenda and asking for additions
- Ensure that proof of filing of required notices (i.e. notice in the newspaper, certified mail receipts) about hearings are retained.

Amy LiVolsi departs (2:12:17).

Fair Rent Hearing

The Fair Rent Hearing portion of the Agenda began at 6:35pm (2:22:55). At this time, the meeting was joined by Ms. Rosa Tellez (Complainant) as well as Maria Vazquez-Goncalves who acted as translator for Ms. Tellez.

The Chair read procedures. Commissioner McCabe recused himself due to a business relationship with the Landlord. Ms. Tellez was sworn in. The Chair read the evidence, which included Complaint forms, rent receipts, and an emailed response from the Landlord. The Complainant was given time to speak and state her case, then the Commissioners questioned her about her testimony and the documented evidence. The Complainant made a closing statement, and the Hearing was closed.

Deliberations took place. The Commissioners expressed a desire to have had the opportunity to question the Respondent beyond his emailed statement; however neither the Respondent nor a representative appeared at the hearing.

Commissioner Colangelo found in favor of the Complainant.  
Commissioner Lombardo found in favor of the Complainant.  
Commissioner Peterkin found in favor of the Respondent.

Meeting adjourned at 7:35pm.

Respectfully submitted:  
Kathy Ruther