



April 19, 2024

Ms. Lyda Ruijter
Town Clerk
City of Stamford
888 Washington Blvd.
Stamford, CT 06901

Dear Ms. Ruijter:

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, April 23, 2024, at 5:00 p.m. via Zoom conference. Please join the Zoom Meeting by going to the link:

<https://us02web.zoom.us/j/88454509695?pwd=R2YwMm9oS0c0cm1uTUUV4VTBk3BIZz09>

or by phone at (646) 876-9923 and enter the:

Meeting ID: 884 5450 9695

Passcode: 213403

The agenda for the meeting is attached.

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

Sincerely,

Natalie Coard
Executive Director

Attachment

Agenda

Human Resources Committee Meeting

April 23, 2024

5:00 P.M.

1. Recruitment Update
 - a. New Hires
 - b. Open Positions
2. HR Focus Group Meeting with Employees on four identified opportunities in the Employee Survey
 - a. Insight & Next Steps
 - b. High Level Summary
3. Employee Engagement Events/Activities
 - a. Administrative Professionals Day - April 24
 - b. Social Hour at Bar Rosso – May
 - c. National Public Gardens Week - Employee Volunteer Day at Fairgate Farm - May
Dates - TBD
 - d. Stress Management Techniques – June/July – Family Centers
 - e. Summer Employee Event – “Summer Picnic” – 1st or 2nd week of September – TBD
 - f. Year-end Holiday Event – 2nd week of December

Recruitment Summary

New Hires

March 21, 2024 – April 19, 2024 2
March 21, 2023 – April 19, 2023 1

Terminations

March 21, 2024 – April 19, 2024 0
March 21, 2023 – April 19, 2023 0

New Hires – 2024 YTD 3
Terminations – 2024 YTD 0