

APPROVED

STAMFORD SOCIAL SERVICES COMMISSION MINUTES
TUESDAY, DECEMBER 17, 2013
MAYOR'S CONFERENCE ROOM – 10TH FLOOR
STAMFORD GOVERNMENT CENTER
888 WASHINGTON BOULEVARD
STAMFORD, CT 06901

Attendees: Moira Colangelo, Sharona Cowan, Anne Fountain, Kate Lombardo, Dan McCabe, Nancy Munoz and Sandra Peterkin

I. CALL TO ORDER

- a. The meeting was called to order by Kate Lombardo, Co-chair at 4:17 p.m.

II. ACCEPTANCE OF MINUTES

- a. The November minutes was approved unanimously.

III. ACCEPTANCE OF ACTION REPORT

- a. The November action report was approved unanimously

IV. DETERMINE THE MINIMUM OF RENT INCREASE THAT THE COMMISSION CAN HEAR

- a. Sandra asks the group who had the task of finding out from the Law Department the minimum of rent increase the Social Services Commission can hear. Dan agrees that the commission needs a filtering process. Moira shared the content of an old document that states that generally the minimum of rent increase should be over \$25.00 per month. She suggested that the members review the document and use it as a reference. Anne believes the document should be emailed to the group so they can bring it up to today's standards. The commission determined the need to inquire from the Law Department as to who can file and what the proper procedure is for filing a complaint with the Social Services Commission.

V. SHARONA COWAN, DIRECTOR OF MANDATED SERVICES

- a. To provide an update on Fair Rent Cases
Sharona indicated that there are six open cases with two that have been "closed". She referred cases "8" and "10" to the commission. The commissioners voted and agreed to hear both Fair Rent cases referred by Sharona. The group discussed some times/dates to schedule the two cases.

Sandra informed the members that she and Sharona had attended a Norwalk Fair Rent Hearing for the purpose for observation. Sharona stated that Norwalk's hearing lasted approximately 2 ½ hours. To make sure that the Social Services Commission provided ample time when scheduling a hearing, Kate suggested the group wait until after their first hearing.

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VI. PROGRESS OF FACT SHEET BROCHURES

Sandra suggests that the members review and update the document that Moira has shared and to experience today's hearing before tackling the Fact Sheet Brochure. At that time, they will know who can file and the procedure for filing. Further, Sharon's work will be very helpful in completing the brochure.

VII. OLD BUSINESS

- a. Review process when term expires
 - i. Sandra contacted Martin Levine and he said they can continue to serve for six months as long as they send a letter of interest to his attention. The Mayor will be swearing in those board members that have expired in the near future.
- b. Commission will explore their function
 - i. Dan will be contacting Vikki to inquire about getting more members on the commission.

VIII. NEW BUSINESS

- a. Possible expansion of commission to include alternate members for rent hearings only

IX. ADJOURN

- a. Ann adjourned the meeting at 5:45 p.m.