



C.A.H.C.E.O.

Connecticut Association of Housing Code Enforcement Officials, Inc.

November 7, 2024; 12:00 pm; Google
Meet Drafted Minutes

Board Members Present: Albi Sako, Ebrima Jobe, Judith Rothschild, Richard Lee, Caleb Cowles, Sean Tipps, Amy Lehaney, and Heather Oatis

Board Members Absent: N/A

Call to Order: 12:07 am Albi Sako called the meeting to order.

New Business:

- Discussion of a proposal made by James R. Harriott to amend the organization By-Laws, under the **Membership Section** to include "Any new member joining in the last quarter of the fiscal year, shall have their membership extended through the next fiscal year: ("new member" meaning, never having belonged to the Association before.)"
 - The board will review this type of request case by case. If the request is granted, the Treasure will notify the new member regarding membership extension to the next fiscal year.
- Membership recruitment updates
 - The President had reached out to several people for the position of second Vice President.
 - Caleb also reached out to several sanitarians in New Britain for the consideration of the second Vice President position.
- Discussion on the December Seminar – Amarante's New Haven
 - Approximately 50-55 people participated this event (including speakers).
 - Waiting for the payments and membership applications from City of New Haven and City of Hartford.
 - A revenue of \$282 from the raffle ticket sales.
 - The Treasure will provide updates on the earning/loss statement from the December Seminar soon.
- Discussion of the March Seminar
 - Will consider using Amarante's in New Haven and the meeting date is decided on March 21 with a back up date of March 14. The location will be at Amarante's in New Haven.
 - Will consider March Seminar a joined meeting.
 - Ebrima will reach out to Amarante's for the room availability, as well as to find out the availability of another conference room which can accommodate for 250 people.
 - Potential Topics for March Seminar
 - Trauma Services – biohazard cleanup, drug-safety, etc. Judith will reach out to the company regarding providing a training/presentation at the March Seminar.
 - Section 8 Housing Services – voucher program, inspection, addressing housing violations, etc.
 - ✓ Albi will reach out to Hartford Housing Authority to secure a speaker.

- ✓ Richard will reach out to Waterbury Housing Authority to secure a speaker.
- ✓ The final speaker will be determined later.
- Pest Control
 - ✓ Judith/Albi will find out the speaker from Hartford area for this subject matter.
 - ✓ Richard will approach Patriot Pest Control, located in Wallingford for the presentation opportunity.
- HUD Healthy Homes Assessment Training
 - ✓ Richard will reach out to HUD regarding securing a speaker for this subject matter.
 - ✓ This topic will be a back up topic if the Trauma Services falls through.
- Other Discussions
 - Amy suggested that to send out seminar flyer 6 weeks before the event to improve the attendance.
 - Albi will appoint someone to fill Ryan's position as a Director before the next election.
 - Effort for vacant recruitment will start next year.

Adjournment: 12:55 pm

Next Meeting: January 8, 2025 at 12:00 pm

2024 Officers - Albi Sako, President; Richard Lee, MPH, 1st Vice President; Vacant, 2nd Vice President; Sean Tipps, Treasurer; Heather Oatis, MPH, Secretary; Ebrima Jobe, Past President; Caleb Cowles, Director; Amy Lehaney, Director; Vacant, Director; Judith Rothschild, JD, Board Advisor