



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

Connecticut Association of Housing Code Enforcement Officials, Inc.

November 12, 2025; 12:00 pm; Minutes

Board Members Present: Albi Sako, Ebrima Jobe, Judith Rothschild, Richard Lee, James Strickland, Kimberly Norman-Rosedam

Board Members Absent: Caleb Cowles

Call to Order: 12:06 pm Albi Sako called the meeting to order.

Old Business:

- September 10 meeting minutes was approved by the board.

New Business:

- Treasurer's report provided by Ebrima:
 - ✓ As of November 12, the account balance is \$2,652.38.
 - ✓ Will close-out the account at Webster Bank and transfer the remaining balance to the Citizen Bank.
 - ✓ Discussion on investigation of identifying an accounting software that has the capability to accept on-line payment. Ebrima will take on this initiative to find out options and cost associated with it.
- Discussion on the topics for the Winter Seminar
 - ✓ Joined seminar with Connecticut Building Officials Association (CBOA) and Connecticut Fire Marshals Association (CFMA) will not occur in December. The State DAS has not finalized the guidance document for CBOA and CFMA.
 - ✓ Winter Seminar will be held in January of 2026. Richard will send out an email to CAHCEO members/non-members regarding the upcoming Winter Seminar in January.
 - ✓ Potential subjects for Winter Seminar join meeting with CFMA and CBOA are: 1. no heat and emergency relocation; 2. Municipalities options for relocation. Judith will reach out to City of Hartford's Corporation Counsel and CCM to identify a presenter for the subject of municipalities options for relocation. In addition, Judith sent a join meeting planning invitation to both CBOA and CFMA to discuss the meeting subjects and potential dates. The planning meeting date is proposed on November 17 at 12:00 pm.
 - ✓ For venue, Ebrima will contact Amarantes Sea Cliff, 62 Cove Street New Haven for its availability.

Adjournment: 1:07 pm

Next Meeting: December 3, 2025 at 12:00 pm

2025 Officers - Albi Sako, President; Richard Lee, MPH, 1st Vice President; Kimberly Norman-Rosedam, 2nd Vice President; Ebrima Jobe, Acting Treasurer; Vacant Secretary; Ebrima Jobe, Past President; Caleb Cowles, Director; Vacant, Director; James Strickland, Director; Judith Rothschild, JD, Board Advisor