

CBOA/CFMA/CAHCEO

Joint Seminar Planning Meeting

November 17, 2025; 12:00 pm; Minutes

Members Present: Roger Nelson, Jim Rupert, Randy Heckman, Rich McKinnon, Albi Sako, Ebrima Jobe, Judith Rothschild, Richard Lee, James Strickland, Kimberly Norman-Rosedam, Caleb Cowles

Discussion:

- Tentative subjects for joint seminar:
 - ✓ Part I: Violations that prompt relocation – Building codes violation, Fire codes violation and Housing codes violation.
 - ✓ Part II: Relocation triggered by code violations.
- January 2026 Joint Seminar:
 - ✓ Presenters from the aspect of town attorney: CCM (Jim Rupert will reach out to CCM) and Municipal Counsel (Judith will follow up).
 - ✓ Invitation the Commissioner from the Department of Housing for opening remarks.
 - ✓ Meeting venue: Rich McKinnon and Randy Heckman will locate a venue.
 - ✓ Potential Dates for joint seminar: (1) January 20 through 22; (2) January 27 through 29.
 - ✓ The seminar will be around 5 hours and lunch will be provided.
 - ✓ Registration: CBOA will facilitate the registration process.
- Next joint seminar planning meeting date: December 4 at 12:00 pm. Judith will send out the meeting invitation.