

## Barbara Montalvo

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**From:** Albert Lucas  
**Sent:** Saturday, September 30, 2023 5:32 PM  
**To:** Barbara Montalvo  
**Subject:** Fwd: Attendance request for: J. Jenkins

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**From:** Alyson Heimer <alyheimer@gmail.com>  
**Sent:** Saturday, September 30, 2023 3:57:15 PM  
**To:** Albert Lucas <alucas@newhavenct.gov>  
**Cc:** NHCRB Admin <NHCRB.Admin@newhavenct.gov>  
**Subject:** Re: Fw: Attendance request for: J. Jenkins

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Ms. Jenkins has missed one regular meeting in the past year, November 2022.

On Fri, Sep 29, 2023 at 4:30 PM Albert Lucas <[alucas@newhavenct.gov](mailto:alucas@newhavenct.gov)> wrote:

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**From:** Barbara Montalvo <[bmontalvo@newhavenct.gov](mailto:bmontalvo@newhavenct.gov)>  
**Sent:** Friday, September 29, 2023 14:57  
**To:** NHCRB.RiveraBerrios <[NHCRB.RiveraBerrios@newhavenct.gov](mailto:NHCRB.RiveraBerrios@newhavenct.gov)>; NHCRB.RiveraBerrios <[NHCRB.RiveraBerrios@newhavenct.gov](mailto:NHCRB.RiveraBerrios@newhavenct.gov)>  
**Cc:** Albert Lucas <[alucas@newhavenct.gov](mailto:alucas@newhavenct.gov)>; Misty Maza <[MMaza@newhavenct.gov](mailto:MMaza@newhavenct.gov)>  
**Subject:** Attendance request for: J. Jenkins

Hello:

We are preparing reappointment paperwork for Ms. Jean C. Jenkins. We need the past 12 months of attendance at the CRB meetings for her to complete her reappointment file.

Can the data be emailed over to me as soon as possible so I can add it to her file?

Thank you, and have a wonderful day.

Respectfully,

Barbara J. Montalvo

Legislative Liaison to the BOA

Mayor's Office

165 Church St., 2<sup>nd</sup> Fl.

New Haven, CT 06510

**Office: (203) 946-7670**

**Cell: (203) 800-5039**

**Fax: (203) 946-7683**

[bmontalvo@newhavenct.gov](mailto:bmontalvo@newhavenct.gov)