




**NEW YORK CITY HOUSING AUTHORITY
CHIEF OPERATING OFFICER (COO)
OFFICE OF THE COO**

Memorandum

To: Jay Flaherty, VP of Quality Assurance

From: Eva Trimble, COO 

Date: October 3, 2023

Re: **Updated Conflict of Interest Clarification**

This updated memo serves to provide further guidance for you for performing unbiased investigations on staffing or programs pertaining to any subject matter under your jurisdiction including within the portfolio of the Senior Vice President (SVP) for Quality Assurance, Safety and Technical Programs (“QASTP”). Given your new reporting structure to the SVP of QASTP, and in order to maintain an unbiased perspective, please report any investigative or other actions on staff or programs within this portfolio to me. Additionally, and in your discretion, you are authorized to report directly to me on any other investigation or matter of concern that you determine I should be made aware. Finally, at the discretion of the COO, the reporting structure of the QASTP can revert back to directly reporting to the COO.

Please let me know if you have any questions.

Thanks,
Eva