

HOUSING AUTHORITY OF THE CITY OF CAMDEN

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF CAMDEN

WEDNESDAY, APRIL 18, 2018

The Board of Commissioners of the Housing Authority of the City of Camden met for a Regular Meeting on April 18, 2018 at 5:30 PM, E.S.T., at the McGuire Gardens Community Center. Mr. Charles Valentine began the meeting with an invocation, and salute to the flag. Those present were as follows:

Present:

- Commissioner Patricia Cunningham
- Commissioner Deborah Keys Frazier
- Commissioner Alan Miller - Absent
- Commissioner Luis Quiñones
- Commissioner Nohemi Soria
- Commissioner Deborah Person-Polk

- Mr. Victor D. Figueroa, Executive Director
- Ms. Kathryn Blackshear, Deputy Executive Director
- Ms. Gloria J. Wright, General Counsel
- Mr. Charles Valentine, Director of Modernization
- Mr. Daniel Aronson, Director of Finance
- Ms. Traci Willis, Director Section 8
- Ms. Edith Pagan, Director of Resident Initiatives
- Mr. Malcom Isler, Director of Asset Management
- Ms. Theresa Thompson, Purchasing Manager
- Ms. Dorixe DeJesus, HACC Executive Office
- Ms. Wanda Riley, Public Housing Manager
- Ms. Marilu Mendez, Public Housing Manager
- Ms. Geraldine Taylor, Public Housing Manager
- Ms. Katrina Weekley, Public Housing Manager
- Ms. Christina Brockington, Chelton Terrace/Carpenter Hill
- Ms. Naomi Williams, Homeowner
- Ms. Laverne Williams, Resident

I. MEETING CALLED TO ORDER

Mr. Eric M. Bernstein, Eric M. Bernstein & Associates LLC, stated that this meeting has been duly advertised according to Section 5 of the Open Public Meetings Act, P.L. 1975 Chapter 231 and is therefore called to order.

II. ROLL CALL

Commissioner Person-Polk: Roll Call.

Victor D. Figueroa:	Commissioner Cunningham	Here
	Commissioner Keys Frazier	Here
	Commissioner Miller	Absent
	Commissioner Quiñones	Here
	Commissioner Soria	Here
	Commissioner Person-Polk	Here

Commissioner Person-Polk: I'd like to entertain a motion to accept the minutes of the **Caucus and Regular Meeting** held on Wednesday, February 21, 2018.

Commissioner Soria: Motion.

Commissioner Keys Frazier: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Abstain
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk: Old Business?

Victor D. Figueroa: None at this time.

Commissioner Person-Polk: I would like to entertain a motion to accept the Executive Director's report for February & March 2018.

Commissioner Keys Frazier: Motion.

Commissioner Soria: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Abstain
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

NEW BUSINESS:

Victor D. Figueroa:

Welcomed Commissioner Luis Quiñones.

Welcomed new staff member, John Kostyal, Human Resource Manager.

Informed commissioners of moving forward with obtaining the Assisted Living Program license. We are a little behind in that, but I want to thank Malcom Isler and his staff for seeking out the licensure so we are pretty much in communication now with the Department of Health in Trenton. Basically we are awaiting for the license number. There was a certificate of need that needed to be applied for and different processes, so once we get the license number then we can apply for the Medicaid number and then after that we have to go through each individual HMO which pays for the participants portion of being in the program, so we will have to individually go after each HMO to be able to start getting reimbursed for the services that we will be providing. Hopefully this program will start on June 1st.

Commissioner Keys Frazier:

How many participants are in the program right now?

Victor D. Figueroa:

Not as many as we had before, I believe it's down to 23.

Commissioner Keys Frazier:

People are telling me that people have gotten out of the program because the current agency is not doing a lot of things that they should be doing for them. Because once we take over we need to strongly, strongly ask the residents to get back into the program. We have to push our program.

Victor D. Figueroa:

Commissioner, word has gotten out that we are taking over and former participants are saying they can't wait because they want to join the program again, so we are working on that.

I'm not sure if we announced this because we missed the March meeting due to the snow, but we received a regret letter from HUD related the Choice Neighborhood Planning Grant for Ablett Village. So, we asked for a debriefing and got the debriefing this past week. I just wanted to announce that when we first got the grant, we got 54 out of 102 possible points, but then we were in the debriefing we asked the question how many awards were made, what were the lowest and highest scores, so basically there were 6 awardees and the highest score awarded was a

84 with the lowest score being awarded was 59, so we were 5 points away. As many of you know the history, if we would have gotten more local support I think we would have gotten it. So, basically the NOFA has come out, CNP Grant, we are looking at it and will be applying again. I have already spoken to folks at City Hall and they are in full support of us applying, so we will be applying again. The deadline is in June.

We are still awaiting for the Jobs Plus Grant to be announced for Ablett Village. I think we submitted in September, so we are still awaiting and still in the running.

Congratulations to Traci Willis, our SEMAP score came in at 93%, makes us High Performer. Thank you very much to you and your staff.

REAC inspections, we have gone through 4 so far, we've got 90's in 3 of them and 84 in one of them. The 84 was the lowest out of all, but was an improvement from last year of 77, so we get a waiver of two years not having to do a REAC inspection. I want to congratulate Malcom and his staff.

Lynn Patton, Region Administrator for HUD for the NJ and NY office, recently paid a visit to Camden meeting with the Mayor and other invited staff. They were pleased to see the progress taking place in Camden, taking back some talking points. I sent a follow up from the meeting via email, as well.

RESOLUTIONS:

Resolution 18-11 – Resolution authorizing the transaction, authorizing the transfer of funds as of December 31, 2017 among certain Asset Management Properties and authorizing the Executive Director to execute documents and do all things necessary to effectuate the transaction.

Resolution 18-12 - Resolution approving the transaction to write off bad debts left by vacated tenants for Ablett Village, Branch Village, Chelton Terrace Phase I, Kennedy Tower, Westfield Tower, Mickle Tower and McGuire Gardens for the period ended January 1, 2017 to December 31, 2017 in the amount of \$30,733.61 and authorizing the Executive Director or his designee to execute documents and to do all necessary to effectuate the transaction.

Resolution 18-13 - Resolution authorizing the transaction, establishing and approving Payment Standards for the Housing Choice Voucher Program for 2018, ratifying certain actions and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

18-14 - Resolution authorizing the transaction, authorizing the partial defeasance of bonds for Clement T. Branch Village, approving the amended Housing Plan for the executed FY2016 Choice Neighborhoods Implementation Grant Agreement, authorizing the formation of instrumentalities of the HACC and authorizing the Executive Director to execute documents and do all things necessary to effectuate the transaction.

Resolution 18-15 – Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, April 18, 2018.

Resolution 18-16 - Resolution authorizing the transaction, approving the negotiation of potential transfers of real estate properties from public entities to the HACC and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-17 – Resolution approving the HACC payment register for the month of February 2018.

Resolution 18-18 – Resolution approving the HACC payment register for the month of March 2018.

Resolution 18-19 – Resolution authorizing the transaction, authorizing a swap of certain vacant real estate properties between the Housing Authority of the City of Camden and the Camden Redevelopment Agency subject to HUD approval, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-20 – Resolution authorizing the transaction, approving the acquisition of the interests of the owners of Baldwin's Run Phase I, AMP NJ010000013, creating a Limited Liability Company (LLC) and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-21 – Resolution authorizing the transaction, approving the acquisition of the interests of the owners of Baldwin’s Run II, AMP NJ010000015, creating a Limited Liability Company (LLC) and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-22 - Resolution authorizing the transaction, approving the acquisition of the interests of the owners of Baldwin’s Run Senior, AMP NJ010000019, creating a Limited Liability Company (LLC) and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk:

We will now have presentation on **Resolution 18-11** – Resolution authorizing the transaction, authorizing the transfer of funds as of December 31, 2017 among certain Asset Management Properties and authorizing the Executive Director to execute documents and do all things necessary to effectuate the transaction.

I’d like to entertain a motion to accept Resolution **18-11**.

Commissioner Keys Frazier:

Motion.

Commissioner Miller:

Second.

Commissioner Person-Polk:

It’s been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Abstain
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk:

We will now have presentation on **Resolution 18-12** – Resolution approving the transaction to write off bad debts left by vacated tenants for Ablett Village, Branch Village, Chelton Terrace Phase I, Kennedy Tower, Westfield Tower, Mickle Tower and McGuire Gardens for the period ended January 1, 2017 to December 31, 2017 in the amount of \$30,733.61 and authorizing the Executive Director or his designee to execute documents and to do all necessary to effectuate the transaction.

I’d like to entertain a motion to accept Resolution **18-12**.

Commissioner Keys Frazier: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Abstain
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: We will now have presentation on **Resolution 18-13** – Resolution authorizing the transaction, establishing and approving Payment Standards for the Housing Choice Voucher Program for 2018, ratifying certain actions and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

I'd like to entertain a motion to accept Resolution **18-13**.

Commissioner Keys Frazier: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Abstain
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: We will now have presentation on **Resolution 18-14** – Resolution authorizing the transaction, authorizing the partial defeasance of bonds for Clement T. Branch Village, approving the amended Housing Plan for the executed FY2016 Choice Neighborhoods Implementation Grant Agreement, authorizing the formation of instrumentalities of the HACC and authorizing the Executive Director to execute documents and do all things necessary to effectuate the transaction.

I'd like to entertain a motion to accept Resolution **18-14**.

Commissioner Keys Frazier: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Abstain
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: We will now have presentation on **Resolution 18-15** – Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, April 18, 2018.

I'd like to entertain a motion to accept Resolution **18-15**.

Commissioner Keys Frazier: Motion.

Commissioner Miller: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Abstain
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

CLOSED SESSION

Commissioner Person-Polk: I need a Motion to come out of Closed.

Commissioner Soria: Motion.

Commissioner Cunningham: Second.

Commissioner Person-Polk: It's been properly moved and seconded. Roll Call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Yes
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

Eric M. Bernstein: Let the record reflect all members of the board of commissioners are present commencing the executive session and the board of commissioners are present to recommence the open session as well as the Executive Director, Board Counsel, General Counsel, Director of Finance, Director of Modernization, Director of HCV, Director of Asset Management and the proposed Human Resource Manager, the board had discussion with one or more administrative staff and the Executive Director and Board Counsel relative to resolution 18-16, collective bargaining, and 18-17 and 18-18 were related to attorney client privileges, 18-19 – 18-22 which also involved negotiations/collective bargaining. The board will be asked to vote on all these resolutions now and then there will be a separate two motions related to another item that I will address at the appropriate time.

There are corrections to the resolutions:

18-16: Let the record reflect that the Now Therefore clause will read, “Now Therefore Be It Resolved that the Board of Commissioners of the Housing Authority of the City of Camden does hereby approve and authorize through the end of calendar year of 2018” clause being added.

Commissioner Person-Polk: I’d like to entertain a motion to accept Resolution **18-16**.

Commissioner Keys Frazier: Motion.

Commissioner Soria: Second.

Commissioner Person-Polk: It’s been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Yes
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

Eric M. Bernstein: The board can do Resolution 18-17 and 18-18 together in one motion.

Commissioner Person-Polk: I'd like to entertain a motion to accept Resolutions **18-17, the February payment register and 18-18, the March payment register.**

Commissioner Keys Frazier: Motion.

Commissioner Soria: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Abstain
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

Eric M. Bernstein: Resolution 18-19 regarding Resolution authorizing the transaction, authorizing a swap of certain vacant real estate properties between the Housing Authority of the City of Camden and the Camden Redevelopment Agency subject to HUD approval, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk: I'd like to entertain a motion to accept Resolution **and 18-19.**

Commissioner Soria: Motion.

Commissioner Keys Frazier: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:	Commissioner Cunningham	Yes
	Commissioner Keys Frazier	Yes
	Commissioner Quiñones	Abstain
	Commissioner Soria	Yes
	Commissioner Person-Polk	Yes

Eric M. Bernstein: Resolution 18-20 - Resolution authorizing the transaction, approving the acquisition of the interests of the owners of Baldwin's Run Phase I, AMP NJ010000013, creating a Limited Liability Company (LLC) and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk: I'd like to entertain a motion to accept Resolution **and 18-20.**

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Yes
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Eric M. Bernstein:

Resolution 18-21: Amended

It says in various paragraphs set forth within the resolution, Baldwin's Run Phase II – the word Phase is not appropriate, it should be Baldwin's Run II – So, in the original paragraph at the top and the first Whereas paragraph and the Now Therefore paragraph, the word "phase" should be removed. There are three of them.

Commissioner Person-Polk: I'd like to entertain a motion to accept Resolution **18-21** as amended.

Commissioner Keys Frazier: Motion.

Commissioner Soria: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Yes
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Eric M. Bernstein:

Resolution 18-22: One minor correction

In paragraph one under the now therefore be it resolved clause, it should read "**Baldwin's Run Senior**" not **Baldwin's Run Phase II** – otherwise remaining resolution is correct.

Commissioner Person-Polk: I'd like to entertain a motion to accept Resolution **18-22** as amended.

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Yes
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Eric M. Bernstein: Personnel Action:
Human Resource Manager – retro to March 26, 2018

Deborah Person-Polk: I'd like to entertain a motion to accept the Personnel Hire for the Human Resources Manager.

Commissioner Soria: Motion.

Commissioner Keys Frazier: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Yes
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

Eric M. Bernstein: Personnel Hires: Groundskeeper and Security Officer
Both Part-Time Positions.

Deborah Person-Polk: I'd like to entertain a motion to accept the Personnel Hires for (2) Part-Time Groundskeepers and (4) Part-Time Security Officers.

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

Commissioner Person-Polk: It's been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Quiñones	Yes
Commissioner Soria	Yes
Commissioner Person-Polk	Yes

PUBLIC PARTICIPATION:

Commissioner Person-Polk: Public Participation.

Victor D. Figueroa: Laverne Williams.

Laverne Williams: Requested salaries of the groundskeepers, security officers and human resource manager.

Eric M. Bernstein: Provided salary information.

Commissioner Person-Polk: Elaborated on the Nelrod Conference she attended and will be providing copies to commissioners on the commissioners manual that list all of HUD regulations, acronyms and more.

Commissioner Person-Polk: I'd like to have a motion to adjourn.

Commissioner Keys Frazier: Motion

Commissioner Quiñones: Second.


Commissioner Person-Polk: It's been properly moved and seconded. Roll Call.

Victor D. Figueroa: Commissioner Cunningham Yes
Commissioner Keys Frazier Yes
Commissioner Quiñones Yes
Commissioner Soria Yes
Commissioner Person-Polk Yes

ADJOURNMENT: 8:00 PM

Attested to this 18th day of April 2018.

ATTEST:


Victor D. Figueroa
Executive Director

APPROVAL:


Deborah Person-Polk, Chairperson
HACC Board of Commissioners