

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, DECEMBER 19, 2018

The Board of Commissioners of the Housing Authority of the City of Camden met for a Regular Meeting on Wednesday, December 19, 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 - Absent
 Commissioner Deborah Keys Frazier
 Commissioner Cameron Hudson
 Commissioner Alan Miller
 Commissioner Nohemi Soria
 Commissioner Luis Quiñones – Arrived 5:46pm
 Commissioner Deborah Person-Polk

Mr. Victor D. Figueroa, Executive Director
Ms. Kathryn Blackshear, Deputy Executive Director
Mr. Eric M. Bernstein, Esq., Eric M. Bernstein & Associates LLC
Ms. Sadyhe Bradley, General Counsel
Mr. Charles Valentine, Director of Modernization
Ms. Traci Willis, Director Section 8
Ms. Edith Pagan, Director of Resident Initiatives
Mr. Malcom Isler, Director of Asset Management
Mr. John Kostyal, HR Manager
Ms. Theresa Thompson, Purchasing Manager
Ms. Reba V. Hicks, Executive Secretary
Ms. Dorixe DeJesus, HACC Executive Office
Ms. Wanda Riley, Acting Assistant Asset Manager
Ms. Geraldine Taylor, Acting Property Manager
Ms. Cherise Harris – Chelton Terrace
Ms. Maria – The Branches
Ms. Alecia Jackson – Roosevelt Manor
Ms. Ellen Nock, Mickle Tower
Ms. Ella Baker, McGuire Gardens
Ms. Yolanda Lee

I. MEETING CALLED TO ORDER

Mr. Eric M Bernstein, Esquire, of Eric M. Bernstein & Associates LLC, stated that this a Regular meeting of the Housing Authority of the City of Camden, Board of Commissioners for Wednesday, December 19, 2018: This meeting has been duly advertised in accordance to Section 5 of the Open Public Meetings Act, Chapter 231 of P.L. 1975, and has been published and noticed in the

appropriate places, and to the appropriate personnel as required by law, and is therefore called to order:

II. ROLL CALL

Commissioner Person-Polk: Roll Call.

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

Commissioner Person-Polk: Approval of the minutes of the Regular meeting held on Wednesday, November 19, 2018.

Commissioner Soria-Perez Correction of the meeting minutes, Page 2., the question about the Thanksgiving feast it is not me, Soria-Perez, it's Commissioner Keys Frazier who asked the question.

Eric M. Bernstein: Confirmed it's on Page 2 of the Caucus Meeting Minutes, and asked Commissioner Miller to amend the Motion as provost to the Board of the Caucus Minutes with the correction.

Commissioner Miller: Motion to Amend

Commissioner Keys Frazier: Second.

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

III. ROLL CALL

| | | |
|---------------------|---------------------------|---------|
| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Person-Polk | Abstain |

OLD BUSINESS:

Commissioner Person-Polk: Old Business

Victor D. Figueroa: No old business at this time:

Commissioner Person-Polk: Property Managers, please introduce yourselves.

Ms. Wanda Riley, Acting Assistant Asset Manager
Ms. Geraldine Taylor, Acting Property Manager
Ms. Cherise Harris – Chelton Terrace
Ms. Maria xx – The Branches
Ms. Alecia Jackson – Roosevelt Manor
Ms. Antoinette Williams – Vacation/Excused

Commissioner Person-Polk: Presentation of the Executive Directors Report

Commissioner Person-Polk: Any questions?

I'd like to entertain a motion to accept the Executive Director's report.

Commissioner Keys Frazier: Motion.

Commissioner Hudson: Second.

Commissioner Person-Polk: Properly Moved and Second – Roll Call

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|---------------------|---------------------------|-----|
| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Person-Polk | Yes |

NEW BUSINESS:

Resolution 18-66 – Resolution authorizing the transaction and approving a Utility Allowance Schedule for 2019 for the Housing Choice Voucher Program, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-67 – Resolution authorizing the transaction, establishing and approving payment standards for the Housing Choice Voucher Program for 2019, ratifying certain actions, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 18-68 – Resolution authorizing a closed session of the Regular meeting of the Board of Commissioners on Monday, December 19, 2018.

Resolution 18-69 – Resolution authorizing the Housing Authority of the City of Camden payment register for the month of November 2018.

Resolution 18-70 - Resolution approving the transaction, ratifying the annual operating budgets for the Asset Management properties(AMP), the Central Office Cost Center (COCC) and Housing Choice Voucher Program (HCV) for Fiscal Year 2019, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the submission.

Victor D. Figueroa:

For the Month of December, HACC has two HUD visits: December 6-7, 2018: December 6th, there was a presentation of Choice Planning for Ablett Village and Cramer Hill – the presentation involved the Mayor’s Office and the partners, the Commissioners and HACC’s executive staff were at the presentation which informed all present about the planning grant and plans for the Ablett Village and the Cramer Hill sites. The Choice planning grant is for \$350,000.00 to develop a transformation of the Cramer Hill neighborhood section and Ablett Village.

December 7, 2018 – was a debriefing by HUD. They went on a tour of the site and were very satisfied with all that was presented to them and to the progress we are making. The planning grant is for two years which we are hoping to move

forward based on conversations with the HUD team, if warranted, we could apply for an implementation grant earlier than usual.

The second HUD visit was December 10-11, 2018, for the Jobs Plus Grant program. December 10, 2018, we did a presentation on what our plans are and what we are planning going forward with the Jobs Plus grant. The grant that was received is for the Jobs Plus for Ablett Village, which was the only site eligible and met all criteria on the national level. We did not get the grant the first time we applied. The grant is a four year grant for \$1.7ML., to serve the unemployed, and under employed residents at Ablett Village to help them earn a wage, through training and job referrals.

December 11, 2018 – was a debriefing by HUD.

HACC's 2016 Annual Report was distributed to the Commissioners; and we are currently working on our 2017 Annual Report.

Commissioner Miller:

Who is responsible for the reports?

Victor Figueroa:

The department heads working with the Executive Director's office are responsible for putting together the annual reports.

Commissioner Keys Frazier:

Commend and congratulated the Housing Authority and all the staff who helped with the wonderful presentation that was given to HUD.

Commissioner Person-Polk:

Liked the presentations given to HUD and to see the presentations and the tours were done professionally. The implementation of Jobs Plus grant and businesses that will be part of the Cramer Hill section; the new developments like the park and the river front....also it will be great that we will be working with Youth Build. It was some good things to see that will take place for the City of Camden.

*Eric M. Bernstein, Esq.:

Let the record reflect that Commissioner Quiñones arrived at 5:46pm.

Victor D. Figueroa:

Travel Policy is still in discussions.

Commissioner Person-Polk:

Suggested to put together a committee with the Commissioners and staff to brain storm on the travel policy.

Commissioner Person-Polk: ACSG Computer Group gave a presentation.

James Briggs: **INAUDIBLE** – We had some challenges that were faced, some things that were rectified; we had some concerns that had to address and how you can be better protected moving forward. ACSG is about security first. Chris Trawinski, and Matthew Schreiber engineers on the project will speak about some of the challenges they faced and will give a power point slide presentation outlining all upgrades made to HACC’s system.

Chris Trawinski: Good evening, Chris Trawinski, Systems Engineer from ACSG: On inspection to HACC’s network, we found out dated software and licenses, corroded switches, and open system network. ACSG upgraded and Implemented fire walls, switches, and shut out computers that were on the “Dark Web” closed network connections that were only to be used by HACC’s staff; and identified and reconfigured computer with a unique name to be identified by specific HACC’s staff member only. Some computers were reimaged to a new operating system. Anti-virus software was installed on the computers and implemented new password protection.

Matthew Schreiber: Good evening, my name is Matt Schreiber, ACSG System Engineer, I am usually at the Authority, once a week on Wednesdays; ACSG implemented a ticketed system, some of the problems encountered can be rectified by putting in a ticket.

Commissioner Person-Polk: Any questions?

Commissioner Miller: When was your company??.....**INAUDIBLE**

UNKNOWN MAN: Probably about a year.

Commissioner Miller **INAUDIBLE**:..... we talked about password policy, you talked about..... **INAUDIBLE**

INAUDIBLE FOR APPORXIMATELY 25-30 MINUTES – NO RECORDING

VOTING RECORD:

Commissioner Person-Polk: Resolution 18-66

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

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

Victor D. Figueroa: Commissioner Keys Frazier Yes
Commissioner Hudson Yes
Commissioner Miller Yes
Commissioner Soria-Perez Yes
Commissioner Quiñones Yes
Commissioner Person-Polk Yes

Commissioner Person-Polk: Resolution 18-67

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

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

Victor D. Figueroa: Commissioner Keys Frazier Yes
Commissioner Hudson Yes
Commissioner Miller Yes
Commissioner Soria-Perez Yes
Commissioner Quiñones Yes
Commissioner Person-Polk Yes

Commissioner Person-Polk: Resolution 18-68

Commissioner Soria: Motion.

Commissioner Keys Frazier: Second.

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

Victor D. Figueroa: Commissioner Keys Frazier Yes
Commissioner Hudson Yes
Commissioner Miller Yes
Commissioner Soria-Perez Yes
Commissioner Quiñones Yes
Commissioner Person-Polk Yes

PUBLIC PARTICIPATION:

Commissioner Person-Polk: Changed the order of the Public Participation: We reserve the right to respond in writing. All public participants have three (3) minutes to speak.

Jackie Maxwell: Jackie Maxwell, 8429 Stove Road, Camden, New Jersey, Ms. Maxwell said that she supports the wrongful termination of Norman Lee and Kaberia Fussell.

Luz Legares: Luz Legares, 883 Ware Street, Camden, New Jersey: Ms. Legares said that two people helped with Yvonne Ortiz.

Eric M. Bernstein, Esq.: Madame Chair, I liked to enter a Motion to come out of Executive Session.

Commissioner Person-Polk: I'd like to entertain a Motion to come out of Executive Session.

Commissioner Hudson: Motion.

Commissioner Soria-Perez: Second.

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

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|---------------------|---------------------------|-----|
| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Quiñones | Yes |
| | Commissioner Person-Polk | Yes |

Eric M. Bernstein, Esq.: Let the record reflect that all members of the Board of Commissioners are present to come out of the Executive Session present to recommence to the Open session, as well as the Executive Director of the Board, Counsel, and the Deputy Executive Director was also present during the Executive Session, as well as the Interim Finance Director and General Counsel at varying point, the Interim Finance Director was not present and any discussion did not involve Finance.

There were two discussions regarding Resolutions which are on the agenda, and at this point in time Commissioners, the appropriate action is to make motion to adopt Resolution 18-69 and 18-70.

Commissioner Person-Polk: Resolution 18-69 – Resolution approving the HACC payment register for the month of November 2018.

Dwayne Tucker: Resolution 18-69, authorizing the disbursements of vendor payables and housing choice voucher payments for the month of November 2018.

Commissioner Person-Polk: Any questions from the public? Seeing none, any questions from the Commissioners.

Commissioner Person-Polk: Seeing none, I'd like to entertain a Motion to accept Resolution 18-69.

Commissioner Soria Perez: Motion.

Commissioner Quiñones: Second.

Commissioner Person-Polk: Properly moved and seconded - Roll Call

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|---------------------|---------------------------|-----|
| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | Yes |
| | Commissioner Quiñones | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Person-Polk | Yes |

Commissioner Person-Polk: Resolution 18-70

Dwayne Tucker: Resolution 18-70 – Resolution approving the operating budget for the Asset Management properties, the Central Office Cost Center and the Housing Choice Voucher program,

Commissioner Person-Polk: Any questions from the public? Seeing none; Any questions or comments from the commissioners??

Commissioner Miller: Commissioner Miller commented that he would not support the Budget at this time because he felt that Travel and training is excessive. – I feel that I do not have the level of details to support the budget.

Commissioner Person-Polk: Any comments commissioners? Do we have enough details to support this resolution?

Dwayne Tucker: The Executive Director and I worked on the details for over three hours last night.

Commissioner Person-Polk: Motion to accept Resolution 18-70.

Commissioner Keys Frazier: Motion.

Commissioner Quiñones: Second.

Commissioner Person-Polk: It has been properly moved and seconded – Roll Call

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| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | No |
| | Commissioner Quiñones | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Person-Polk | Yes |

Eric M. Bernstein, Esq: There was a discussion relating to ongoing employment matters, that were referred to in the earlier public session. The commissioners will continue to be updated by appropriate counsel and the Executive Director once the matter can be discussed further and our Rice notices can be given to the appropriate personnel. No formal action will be taken at this point. Madam chair since you have already conducted your public participation and have conducted your executive session, the only Motion left is a Motion to Adjourn.

Commissioner Person-Polk: I'd like to entertain a Motion to Adjourn

Commissioner Keys Frazier: Motion.

Commissioner Soria Perez: Second.

Commissioner Person-Polk: It has been properly moved and seconded – Roll Call

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|---------------------|---------------------------|-----|
| Victor D. Figueroa: | Commissioner Keys Frazier | Yes |
| | Commissioner Hudson | Yes |
| | Commissioner Miller | No |
| | Commissioner Quiñones | Yes |
| | Commissioner Soria-Perez | Yes |
| | Commissioner Person-Polk | Yes |

ADJOURNMENT: 8:12PM

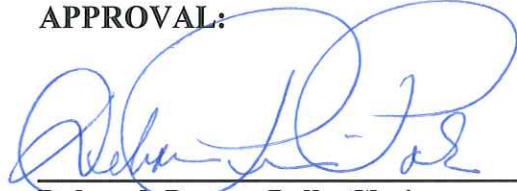
Attested to this 19th day of December, 2018.

ATTEST:



Victor D. Figueroa
Executive Director

APPROVAL:



Deborah Person Polk, Chairperson
Board of Commissioners