

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, JULY 17, 2019

The Board of Commissioners of the Housing Authority of the City of Camden met for a Regular Meeting on Wednesday, July 17, 2019 at 5:30 PM, E.S.T., at the McGuire Gardens Community Center. Mr. Charles Valentines began the meeting with an invocation and expressed deepest sympathies to the families of former Commissioner Delores Showell, who passed away, and sympathies to Commissioner Cameron Hudson for the loss of his grandfather, and Finance Director Willie Pass, in the loss of his mother-in-law. A salute to the flag.

Those present were as follows:

Present: Commissioner Patricia Cunningham
 Commissioner Deborah Keys Frazier
 Commissioner Noemi Soria-Perez
 Commissioner Cameron Hudson
 Commissioner Deborah Person-Polk

Mr. Victor D. Figueroa, Executive Director
Ms. Sadyhe Bradley, General Counsel
Mr. Charles Valentine, Director of Modernization
Mr. Willie Pass, Director of Finance
Ms. Edith Pagan, Director of Resident Initiatives
Ms. Melody Johnson-Williams, Director of Section 8
Mr. John Kostyal, Human Resources Manager
Ms. Jasmine Kee, Purchasing Specialist
Ms. Joy-Ann Lambert, Executive Office
Ms. Beverly Branch, Executive Office
Ms. Daniella Cerulla, Choice Program Manager
Ms. Wanda Riley, Asset Manager
Ms. Geraldine Taylor, Property Manager,
Ms. Marilu Mendez, Property Manager
Ms. Ella Baker, Resident Initiatives
Ms. Cynthia Jordan-Hannah
Ms. Diana Duran
Ms. Laverne Williams
Ms. Magda Polanco
Ms. Sondra Wiles

I. MEETING CALLED TO ORDER

Ms. Sadyhe Bradley, General Counsel of the Housing Authority of the City of Camden, stated that this a Regular meeting of the Housing Authority of the City of Camden, Board of Commissioners for Wednesday, July 17, 2019, at 5:30p.m. 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.

Commissioner Person-Polk: Roll Call.

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

Victor D. Figueroa: We have a Quorum.

Commissioner Person-Polk: Approval of the minutes of the Regular meeting held on Wednesday, June 19, 2019, any questions? Seeing none, I'd like to entertain a Motion to accept the Regular minutes for the Board meeting of Wednesday, June 19, 2019.

Commissioner Keys Frazier: Motion.

Commissioner Hudson: Second.

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

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

OLD BUSINESS

Commissioner Person-Polk: **Resolution 19-35**

Jasmine Kee: Resolution 19-35 - is a Resolution authorizing a contract for Legal Services an expenditure of funds in an amount not to exceed \$40,000, and authorizing the Executive Director or his designee to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk: Any questions from the public on Resolution 19-35?

Lavern William: Laverne Williams, 1655 Park Boulevard, Camden, NJ: How much money has been spent for Legal services over the budgeted amount of 40,000 has it been over the amount?

Commissioner Person-Polk: Along with Victor D. Figueroa said they would get back to her.

Jasmine Kee: Explained that last year HACC spent approximately \$17,000, but \$40,000 has always been the not to exceed amount for Legal services.

Commissioner Person-Polk: Asked the Commissioners if they had any questions on Resolution 19-35? The Board of Commissioners unanimously had no questions on Resolution 19-35. Seeing none, I'd like to entertain a Motion to accept Resolution 19-35.

Commissioner Keys Frazier: Motion.

Commissioner Hudson: Second.

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

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Hudson	Yes
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: Executive Director's Report.

Victor D. Figueroa: Expressed that his report has some items to be added - Congratulations to Melissa Ruiz, on passing Nan McKay Public Housing Rent Calculations exams and receiving her certification.

We will be preparing a Proclamation regarding the passing of Commissioner Shaw which we will be presenting to her family at the viewing and our thoughts and prayers are with the family in this difficult situation.

Commissioner Person-Polk: Would also like to have a Resolution or Proclamation to be sent to the President of the City Council for the loss of his grandson [Curtis Jenkins]...because he was a Commissioner so we need to prepare a document for him.

Victor D. Figueroa reported:

1. That when HUD returned the authority back to the Board of Commissioners, that he was one of the initial commissioners at that time. Our prayers go out to his family also.
2. reported that HACC's grant writer is working on a YouthBuild grant application which is due August 19th.
3. HUD takes a Picture in Time- June 30th is the date when they look at certain numbers and I am happy to report that the Housing Choice Voucher Program got a 99.6%; a 94.5% was the required percentage to pass and Public Housing got a 96.77% this was due to some errors and issues on PIC issues. I would like to congratulate all departments for jobs well done and for our success.

Commissioner Person-Polk: Congratulated everyone for doing a great job and entertained a Motion to accept the Executive Director's report.

Commissioner Cunningham: Motion.

Commissioner Hudson: Second.

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

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

NEW BUSINESS

Commissioner Person-Polk: Commended the persons working with the Jobs Plus grant: they had a HUD visit with representatives from Washington DC, Newark, and New York, and they all said we were doing an excellent job with our Jobs Plus grant under the Resident Initiatives Department.... staff are doing an excellent job. The presentation was excellent HUD commended us on the great job we are doing, and all the individuals present were very impressed.

MANAGER INTRODUCTIONS

Wanda Riley, Assistant Asset Manager and Property Manager for Ablett Village.
Marilu Mendez, Property Manager, three (3) Towers, Kennedy, Mickle and Westfield.

Michelle Washington, Property Manager, Chelton Terrace,
Phase 1
Ebony Jackson, representing Roosevelt Manor and Baldwin's
Run
Geraldine Taylor, Property Manager, McGuire Gardens
Damita Holmes, Assistant Manager, Roosevelt Manor, Phase
5
*Two property managers have excused absences

RESOLUTIONS

Resolution 19-35- Resolution authorizing a contract for legal services an expenditure of funds in an amount not to exceed \$40,000.00, and authorizing the Executive Director to execute documents and to do all things necessary to effectuate the transaction.

Resolution 19-43 - Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, July 17, 2019.

Resolution 19-44 - Resolution approving the HACC payment register for the month of June 2019.

Resolution 19-45 – Resolution adopting the budget of the Housing Authority of the City of Camden (“HACC”) for the Fiscal Year ending December 31, 2019 as approved by the Division of Local Government Services of the New Jersey Department of Community Affairs.

PUBLIC PARTICIPATION

Commissioner Person-Polk:

Reminded the Public that they have a brief three-minute time frame to speak and their questions will be answered in writing:

Cynthia Jordan-Hannah:

Cynthia Jordan-Hannah, 82 Grand Street, Camden, NJ - are you looking into my husband being put on her lease; Resident Initiatives have worked very hard and diligently with me and my family; what is the Authority and Michael's Development going to do about the air conditioner problem and the heating problem? When they built the units they did not build any piping to go upstairs in the summer we have to put in a portable air conditioner in the window and in the

winter we are cold. We have a very high utility bill. We need the problems that is currently present to be rectified. I need heat and air conditioning.

Diana Duran:

Diana Duran, 154 Randolph Street, Camden, NJ – came in four years ago with issues to my unit, nothing was done; living in an uninhabitable unit for seven and a half years, no air condition, no electric, has carbon monoxide leaks in the unit, daughter was hospitalized various times and nothing is being done. A city inspector came out from the Court and the duct system is alleged to be illegally done; one side of her property has water damage underneath the unit and the water collects; the windows have been discontinued but residents are still living in the units with discontinued windows. Documents were falsified in court and she is forced to move to a unit that I have not seen and is the right size for my family. What is HACC going to do about these continuing problems...

Laverne Williams:

Laverne Williams, 1655 Park Boulevard, Camden, NJ – the units coming back to Branch Village, you said it was 58 one bedrooms in Phase 4; Which one of the Branch Village units have the single family one bedroom units. Who submitted the application to apply for money for these houses, the ones that are being built now? Is the money for the houses already in place? Ms. Williams expressed her concerns for the residents of McGuire Gardens and their suffering with their no air conditioning and high utility bills...request copy of ED's report. Want available staff to answer questions.

Victor D. Figueroa:

Asked Ms. Williams to specify which house she is referring to, if it was Branch Village low rise.

Magda Polanco:

Magda Polanco, I've been living in Liberty Park for nine years and she expressed her gratitude to Ella Baker for working diligently with the residents. I have a rug near my unit that is causing my son to have fungus on his toes, we have bedbug in the unit, management promised to come and exterminate but no one came to exterminate because they cancelled the appointment; a dead tree in front of the property that is leaning towards her window;

Victor D. Figueroa:

Explained that Liberty Park is not one of the Housing Authority sites, this is a project based site that we are working with the owner and we will follow-up with them about your concerns.

Commissioner Person-Polk:

Asked Ella Baker to get all the complaints for Liberty Park properties and rely them to Mr. Victor.

Sondra Wiles:

Sondra Wiles, lives in Liberty Park, I am angry at the conditions at where I live. I am being evicted. I fought the Health Department for my area and for work to be done on my apartment. I went above and beyond using my own money for repairs and I am being evicted because of it. I am fighting because of this. Ella Baker gives us programs to help us to desensitize our anger. Ms. Baker gives us food and water because the water is bad. Management told me to move from my unit to another unit so they can do work. I have sixty days to move and I have nowhere to go. I've been to eviction Court three times and the matters were dismissed. Who do we call when our problems escalate... the management office dismisses us and yell at us and speak to us like children. Liberty Park is a very bad site and I am angry with the situations and living conditions. Who and where can I get help? Can I get business cards that I can call someone every time nothing is being done?

Commissioner Person-Polk:

Further advised Ella Baker to please get all the different complaints to Mr. Victor Figueroa.

Resolution 19-43 – Resolution 19-43 is a Resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, July 17, 2019.

I'd like to entertain a Motion to go into Closed Session.

Commissioner Keys Frazier:

Motion.

Commissioner Hudson:

Second.

Commissioner Person-Polk:

It has been properly moved and seconded, roll call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Hudson	Yes
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

CLOSED SESSION

Commissioner Person-Polk:

Motion to come out of Closed session.

Commissioner Keys Frazier:

Motion to come out of Closed.

Commissioner Soria Perez: Second.

Commissioner Person-Polk: It has been properly moved and second. Roll Call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Hudson	Yes
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: **Resolution 19-44.**

Willie Pass: Resolution approving the HACC register for the month of June 2019.

Commissioners Person-Polk: Asked if there're any question or comments on Resolution 19-44. Seeing none, I'd like to entertain a Motion to accept Resolution 19-44.

Commissioner Keys Frazier: Motion.

Commissioner Hudson: Second.

Commissioner Person-Polk: It has been properly moved and second. Roll Call.

Victor D. Figueroa:

Commissioner Cunningham	Yes
Commissioner Keys Frazier	Yes
Commissioner Hudson	Yes
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

Commissioner Person-Polk: **Resolution 19-45.**

Willie Pass: Resolution adopting the budget of the Housing Authority of the City of Camden for the Fiscal Year ending December 31, 2019 approved by the Division of Local Government Services of the New Jersey Department of Community Affairs.

Commissioner Person-Polk: Any questions from the Public or the Commissioners? Seeing none, I'd like to entertain a Motion to accept Resolution 19-45.

Commissioner Soria-Perez: Motion.

Commissioner Keys Frazier: Second.

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

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

Commissioner Person-Polk: Personnel Matters.

John Kostyal: John Kostyal, Human Resource Manager of the Housing Authority of the City of Camden, there are three Personnel Actions the Board needs to ratify: the first is two CNI case manager positions; the appointment of CNI Case Managers are on a full time basis with the proposed salary....the position began on May 13th; the other is for the Director of Finance, the person began on June 10th with the proposed salary; and the other is for the Grant Manager who began employment on May 6th with the proposed salary; these are presented subjected to ratification of the Board.

Commissioner Person-Polk: I'd like to entertain a Motion to accept the four positions; two for CNI Managers, one for the Finance Director and one for the Grant Manager.

Commissioner Soria-Perez: Motion.

Commissioner Hudson: Second.

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

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

John Kostyal: This action involves promotions to the positions to the positions of Property Manager and or Assistant Property Manager removing their 'Acting' titles which was previously assigned with one caveat that one of the Acting Assistant Property Managers positions will be verified against the substantiated salary of all Assistant Property managers; these positions will be effective July 1, 2019; two property managers and three assistant property managers; and one additional position which is the Executive Assistant to the Executive Director/President/CEO, with a promotion and the effective date of July 22, 2019.

Commissioner Person-Polk: I'd like to entertain a Motion to accept the job positions for Executive Assistant to the Executive Director; two promotions to remove the title of "Acting" Property Manager and one promotion to Property Manager.

Commissioner Soria Perez: Motion.

Commissioner Cunningham: Second.

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

Victor D. Figueroa: Commissioner Cunningham - Yes
Commissioner Keys Frazier - Yes [until further research of property manager's salary]
Commissioner Hudson - Abstain [upon further research of the salary of the property manager]
Commissioner Soria-Perez - Yes [pending the salary investigation]
Commissioner Person-Polk - Yes [pending the salary investigation]

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

Commissioner Hudson: Motion.

Commissioner Soria Perez: Second.

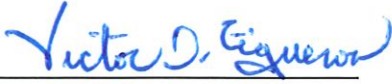
Commissioner Person-Polk: It has been properly moved and seconded, roll call.

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

ADJOURNMENT: 8:07PM

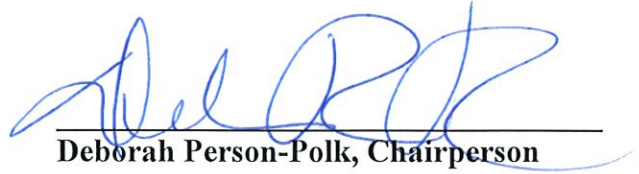
Attested to this 17th day of July, 2019.

ATTEST:



Victor D. Figueroa
Executive Director

APPROVAL:



Deborah Person-Polk, Chairperson
Board of Commissioners