

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

WEDNESDAY, FEBRUARY 17, 2021

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Virtual Regular Meeting on Wednesday, February 17, 2021, at 5:30 PM, E.S.T. Chuck Valentine began the meeting with an invocation and a Pledge of Allegiance to the flag.

Those present were as follows:

Present: Commissioner Cameron Hudson
Commissioner Nohemi Soria-Perez
Commissioner Luis Quiñones
Commissioner Deborah Person-Polk

In Attendance: Mr. Victor D. Figueroa, Executive Director
Ms. Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC
Ms. Sadyhe Bradley, General Counsel
Mr. Charles Valentine, Director of Modernization
Ms. Edith Pagan, Director of Resident Initiatives
Ms. Melody Johnson-Williams, Director of HCV Program
Ms. Wanda Riley, Asset Manager
Mr. Dwayne Tucker, Interim Finance Director
Mr. William Spearman, Operations Manager
Ms. Jasmine Kee, Purchasing Specialist
Mr. John Kostyal, Human Resources Manager
Ms. Reba V. Hicks, Exec. Asst. to the Executive Director
Ms. Nathyya Soto, Executive Secretary
Ms. Dorixe DeJesus, Executive Secretary Assistant
Mr. Michael Dugger, ALP Administrator
Ms. Rhonda Wardlow-Hurley, HACC
Ms. Lakita Frederick, HACC
Ms. Geraldine Taylor, HACC
Ms. Leslie Fisher, HACC

MEETING CALLED TO ORDER

Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC. stated that the Regular Meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, February 17, 2021, at 5:30 PM, had been duly advertised in accordance to Section 5

of the Open Public Meetings Act, Chapter 231 of Public Law 1975 with adequate public notice in the newspaper and on the website. So the meeting was then called to order.

Commissioner Person-Polk:

Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Cameron Hudson	Present
	Commissioner Alan Miller	Absent
	Commissioner Nohemi Soria-Perez	Here
	Commissioner Luis Quiñones	Here
	Commissioner Deborah Person-Polk	Here

Mr. Figueroa stated that there was a quorum.

APPROVAL OF MINUTES

Commissioner Person-Polk asked for approval of the Minutes of the Regular Meeting held on Wednesday, January 20, 2021.

Mr. Figueroa asked to amend the minutes to include that they didn't state there was adequate notice of the meeting in accordance with the Open Public Meetings Act as stated in the beginning of the meeting. He said it was stated, missed in the minutes, and he asked to amend them that way.

Commissioner Person-Polk asked for a motion with the amendment to the minutes of the Regular Meeting held on Wednesday, January 20, 2021.

- 1) Motion – Commissioner Soria-Perez (to accept with amendment)
- 2) Seconded – Commissioner Hudson
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked for a motion to approve the Executive Director's Report for January 2021.

- 1) Motion – Commissioner Hudson
- 2) Seconded – Commissioner Soria-Perez
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Mr. Figueroa stated the Youth Build grant application for \$1.1 million was submitted on February 9, the deadline, and that they submitted a very good application. They're hoping to be awarded, but it's very competitive. Asked to keep in prayers.

He also stated that the offices were reopened February 16 as a result of steady/declining numbers with the pandemic. He stated that they are still closed to the public but accepting appointments by call-in only. In-person appointments are limited and on a case-by-case basis to curtail the traffic.

Also, he stated that they were in the midst of putting together the Annual Report. It hadn't been done for a few years, so it will be combined with 2017, 2018, and 2019. Staff is working on that, and it should be completed in a month and a half or so.

NEW BUSINESS

RESOLUTIONS

Resolution 21-18 – John Kostyal, Human Resources Manager. Resolution 21-18, whereas the Housing Authority of the City of Camden generally observes the holidays that are set by and observed by the State of New Jersey, whereas on September 10, 2020, Governor Phil Murphy signed legislation, Public Law 2020, c.76 designating Juneteenth Day a state and public holiday. Juneteenth will be the third Friday each June.

Commissioner Person-Polk asked if there were any questions from the public.

Commissioner Person-Polk asked if there were any questions from the commissioners.

Entertain a Motion to accept Resolution 21-18.

- 1) Motion – Commissioner Quiñones
- 2) Seconded – Commissioner Hudson
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Resolution 21-19 – Wanda Riley, Asset Manager. Resolution 21-19 was a resolution ratifying the transaction and authorizing the purchase of two (2) 2021 Ford F150 work trucks. Capitalized amount \$24,979 for a total cost of \$49,958 and authorized the Executive Director or his designee to execute documents and do all things necessary to effectuate the transaction.

Commissioner Person-Polk asked if there were any questions from the public. Mr. Figueroa stated there were no questions from the public.

Commissioner Person-Polk asked if there were any questions from the commissioners.

Commissioner Quiñones asked for the reason for the new trucks. Wanda Riley stated that they would be replacing two old trucks. Mr. Figueroa stated that Enterprise, the general fleet manager, goes over the trucks and that they were over ten years old. Commissioner Quiñones stated that he agreed to replace the trucks.

Entertain a Motion to accept Resolution 21-19.

- 1) Motion – Commissioner Quiñones
- 2) Seconded – Commissioner Soria-Perez
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Resolution 21-20 – Commissioner Person-Polk. Resolution 21-20 was a resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, February 17, 2021.

Entertain a Motion to go into Closed Session.

- 1) Motion – Commissioner Soria-Perez
- 2) Seconded – Commissioner Quiñones
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Mr. Figueroa stated that they were now in Closed Session.

CLOSED SESSION

Entertain a Motion to come out of Closed Session.

- 1) Motion – Commissioner Soria-Perez
- 2) Seconded – Commissioner Hudson
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

OPEN SESSION

Resolution 21-21 – Dwayne Tucker, Finance Director. Resolution 21-21 was a resolution approving the Housing Authority for the City of Camden's payment registers for the month of January 2021.

Commissioner Person-Polk asked if there were any questions from the public. Mr. Figueroa gave instructions to the public and then stated there were no hands raised from the public.

Commissioner Person-Polk asked if there were any questions from the commissioners.

Entertain a Motion to accept Resolution 21-21.

- 1) Motion – Commissioner Quiñones
- 2) Seconded – Commissioner Hudson
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Resolution 21-22 – Wanda Riley, Asset Manager. Resolution authorizing the transaction, authorizing the contract for Information Technology (IT) Systems Maintenance and Repair, authorizing the expenditure of funds in an amount not to exceed \$112,995 for a term not to exceed one (1) year with an option for two (2) additional one- (1) year terms and authorizing the Executive Director or his designee to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk asked if there were any questions from the public. Mr. Figueroa apologized and stated that was for Jas but said that Wanda did a great job. Jas, any other comments? Jasmine Kee had none. Mr. Figueroa asked for public comment but saw no raised hands.

Commissioner Person-Polk asked if there were any questions from the commissioners for 21-22.

Entertain a Motion to accept Resolution 21-22.

- 1) Motion – Commissioner Soria-Perez
- 2) Seconded – Commissioner Hudson
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

PUBLIC PARTICIPATION

Commissioner Person-Polk stated that they were now in Public Participation and asked for questions from the public. Mr. Figueroa unmuted everyone, including phone callers. He stated that he saw no raised hands.

PERSONNEL

Mr. Kostyal, Human Resources Manager for the Housing Authority. Two personnel actions. It was proposed that the selected candidate be appointed to the position of Grants Manager for the Housing Authority's Resident Initiatives Department on a full-time basis at an annual salary rate of \$50,000. This fills a vacant grant-funded position. The selected candidate has been hired on January 14, 2021, subject to ratification by the Board of Commissioners.

Commissioner Person-Polk asked if there were any questions from the commissioners.

Entertain a Motion to accept the position of Grant Manager.

- 1) Motion – Commissioner Quiñones
- 2) Seconded – Commissioner Soria-Perez
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Mr. Kostyal stated that the second one proposed that the selected candidate be appointed to the position of Housing Specialist for the Housing Authority's Housing Choice Voucher Department on a full-time basis at an hourly rate of \$17.03. This fills a vacant position. The selected candidate was hired on January 14, 2021, subject to ratification by the Board of Commissioners.

Commissioner Person-Polk asked if there were any questions from the commissioners.

Entertain a Motion to accept the position of Housing Specialist.

- 1) Motion – Commissioner Quiñones
- 2) Seconded – Commissioner Soria-Perez
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

Commissioner Person-Polk stated that everyone should stay safe.

Entertain a Motion to adjourn.

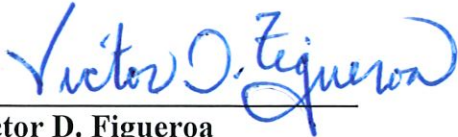
- 1) Motion – Commissioner Soria-Perez
- 2) Seconded – Commissioner Quiñones
- 3) Moved and seconded. Roll Call:

Mr. Figueroa:	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Quiñones	Yes
	Commissioner Person-Polk	Yes

ADJOURNMENT: 6:14 PM

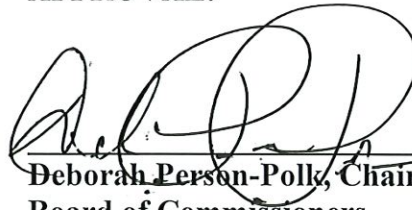
Attested to this 17th day of February 2021.

ATTEST:



Victor D. Figueroa
Executive Director

APPROVAL:



Deborah Person-Polk, Chairperson
Board of Commissioners