

THE HOUSING AUTHORITY OF THE CITY OF CAMDEN
VIRTUAL REGULAR MEETING OF THE BOARD OF COMMISSIONERS
WEDNESDAY, FEBRUARY 16, 2022

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Virtual Regular Meeting on Wednesday, February 16, 2022, at 5:30 PM, E.S.T.

Mr. Victor Figueroa gave instructions and rules for participating in the virtual meeting in English and in Spanish. Commissioner Deborah Person-Polk welcomed everyone to the meeting. Ms. Edith Pagan began the meeting with an invocation, followed by the Pledge of Allegiance to the flag at 5:35 PM, E.S.T.

Those present were as follows:

Present: Commissioner Alesha Figueroa-Falcon
Commissioner Alan Miller
Commissioner Nohemi Soria-Perez
Commissioner Deborah Person-Polk

In Attendance: Victor D. Figueroa, Executive Director
Edith Pagan, Director of Resident Initiatives
Cristal Holmes-Bowie, Esq. (of Michael A. Armstrong
& Associates, LLC)
Sadyhe Bradley, General Counsel
Edith Pagan, Director of Resident Initiatives
Melody Johnson-Williams, Director of HCV Program
Wanda Riley, Asset Manager
Dwayne Tucker, Interim Finance Director
William Spearman, Operations Manager
Rosie F. Brown, Asst. to the Executive Director
John Kostyal, Human Resources Manager
Jasmine Kee, Purchasing Specialist
Nathyya Soto, Executive Secretary
Dorixe De Jesus, Executive Secretary Assistant
Michael Dugger, ALP Administrator
Lakita Frederick, Property Manager (Senior High-rises)
Geraldine Taylor, Property Manager (Ablett Village)
Melissa Ruiz, Assistant Property Manager (Senior High-rises)
Rhonda Wardlow-Hurley
Naomi Williams

CALL TO ORDER

Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC., stated that Virtual Regular Meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, February 16, 2022, was held in accordance with the Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975. Adequate notice was properly given in the common areas of the Housing Authority and advertised in the *Courier-Post* and the *South Jersey Times* and to the appropriate personnel as required by law. The meeting was called to order.

Commissioner Person-Polk: Roll Call.

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

Mr. Figueroa stated that there was a quorum.

APPROVAL OF THE MINUTES

Commissioner Person-Polk asked for approval of the Minutes of the Regular Meeting held on Wednesday, January 19, 2022. Commissioner Miller asked about the Executive Director's Report from January. Commissioner Person-Polk stated it would come up later in the meeting.

Entertained a Motion to accept Regular Meeting Minutes for Wednesday, January 19, 2022.

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

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

OLD BUSINESS

Cristal Holmes-Bowie stated that Commissioner Miller wanted to have more specific information in the Wednesday, December 15, 2021, meeting minutes before voting to approve them. She stated that these minutes have been provided. However, she stated that they were short a member and one who would abstain as she wasn't present at the meeting. She asked for these minutes to be reviewed and tabled again so that they could be voted on at the next meeting where hopefully enough Commissioners would be present to approve them.

Entertained a Motion to table the Regular Meeting Minutes for Wednesday, December 15, 2021.

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

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

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk stated they would discuss the Executive Director's Report for January 2022 and asked if there were any questions from the Commissioners.

Commissioner Miller had a few questions about the report submitted to the Board at the January meeting. He stated there was a sad discussion about Ms. Laverne Williams, and he asked what update was there about trying to memorialize her through the Housing Authority.

Commissioner Person-Polk stated that they did do a resolution. Mr. Figueroa confirmed that they did the proclamation at the January meeting. Ms. Williams' nephew in Delaware was contacted but no arrangements so far. Commissioner Miller made some recommendations and suggestions deserving of Ms. Williams after her internment or memorial services had been held. He had reached out to authorities who should be handling the details but haven't heard anything further. Commissioner Miller stated that he wanted to do something in the spring to honor Ms. Williams' legacy with the Branch Village Residents Association and stated he would make sure something was done – a plaque or a tree. Commissioner Person-Polk confirmed that something would be done with Branch Village and also that Ms. Williams' family would be included.

Commissioner Miller also asked about the ALP program referred to in the January Executive Director's Report which was given to the board asking them about a strategic plan that was supposed to be sent to him. He received a memo before this meeting that he didn't consider to be a strategic plan and wanted to assist in putting a strategic plan together for the program.

Mr. Figueroa thanked everyone who assisted in the reappointment of Commissioner Nohemi Soria-Perez as she was an asset to the Authority and an ally to the cause of serving the residents and stated that she takes her fiduciary responsibility seriously. He welcomed Commissioner Soria-Perez back and thanked her for her past, current, and continued service.

He indicated that they participated in the February 10th Fire Prevention press conference that was held along with the Mayor's Office, the Camden Fire Department, and other partners to show that they were a united front working together to prevent fires and to be proactive with enforcing measures to prevent any tragic issues as in Philadelphia or the Bronx.

He also stated that as far as COVID-19 was concerned, vaccines, boosters, and testing resources were still being provided at the three high rises and made available to family sites. He stated they were still on a hybrid telework schedule, which would be reviewed based on the upcoming changes by the governors, executive orders, and City of Camden protocols and that they would still be wearing a mask and social distancing.

He stated that there would be a groundbreaking at North 24th Street and Hayes Avenue for Phase 1 of CNI on February 25th, which would include certain dignitaries and Alicka Ampry-Samuel, who is the HUD Region 2 administrator. He stated there were three parts to Phase 1 and it was offsite from Ablett Village. He stated they were working in partnership with the Michaels Organization and HUD, and further details would be forthcoming.

He also stated that there would be a Resource Carnival on Saturday, February 26th, for the entire family and no registration required. He thanked Commissioner Figueroa-Falcon for coordinating and having a HACC Resource table at the event. He stated that they were working with the CNI, Cramer Hill, Ablett Village partnership that's been growing with the Kroc Center.

He stated the HACC would be distributing its long overdue Annual Report, which was inclusive of 2017, 2018, and 2019 and highlighted their 80th anniversary, which was celebrated in 2018.

And he announced that there was no further information provided to HACC regarding Ms. Laverne Williams but that it would be passed on as it was received.

Commissioner Person-Polk asked if the booklet was completed and if a memorial page could be put in it. Mr. Figueroa stated that it was at the publisher and that the memorial could be done in the upcoming report.

Commissioner Person-Polk asked for a motion to approve the Executive Director's Report for January 2022.

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

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

NEW BUSINESS

RESOLUTIONS:

Resolution 22-07 – Melody Johnson-Williams, Director of the Section 8 Department. Resolution 22-07 is a resolution authorizing the ratification, approving the electronic submission of the Public Housing Agency Section 8 Management Assessment Performance (SEMAP) Certification for Fiscal Year 2021 and authorizing the Executive Director, or his designee, to execute documents and do all things necessary to execute the transaction(s). Ms. Williams stated that HACC was a current high performer for Fiscal Year 2019 and 2020. 2021 was waived by HUD due to the pandemic.

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

Commissioner Miller asked if the submission had been sent as required, within 60 days, at the end of the fiscal year. Ms. Williams stated it was due March 1 and that she was finalizing the certification for review with Mr. Figueroa and then it would be submitted by March 1. Commissioner Miller asked if it was an electronic submission. Ms. Williams stated it was electronic through HUD secure systems. Mr. Figueroa stated it was a self-certification.

Commissioner Person-Polk asked for a motion to approve Resolution 22-07.

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

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

Resolution 22-08 – Dwayne Tucker, Finance Director. Resolution 22-08 is a resolution approving the Housing Authority of the City of Camden payment registers for the month of January 2022. For the general fund there were expenditures in the amount of \$1,042,498.71 and for the Housing Choice Voucher Program there were expenditures of \$1,344,999.01.

Commissioner Person-Polk asked if there were any questions from the public. From the Commissioners. None.

Commissioner Person-Polk asked for a motion to approve Resolution 22-08.

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

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

Resolution 22-10 – Commissioner Person-Polk. Resolution 22-10 is a resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, February 16, 2022.

Commissioner Person-Polk asked for a motion to go into Closed Session.

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

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

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

CLOSED SESSION

Commissioner Person-Polk asked for a motion to come out of Closed Session.

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

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

Mr. Figueroa stated that they were now out of Closed Session and recording.

Commissioner Person-Polk stated she wanted to discuss personnel issues.

PERSONNEL

Mr. John Kostyal, Human Resources Manager for the Housing Authority of Camden. Two personnel actions. It was proposed that the selected candidate be appointed to the position of Maintenance Repair for the Housing Authority Asset Management Department on a full-time basis at an hourly rate of \$14.50. This appointment is to fill a vacant position. The selected candidate was promoted on December 18, 2021, subject to ratification from the Board of Commissioners.

Second personnel action. It was proposed that the selected candidate be appointed to the position of Case Manager for the Housing Authority Resident Initiatives Department on a full-time basis at an hourly rate of \$20.46 to fill a new position. The selected candidate was promoted on January 24, 2022, subject to ratification by the Housing Authority Board of Commissioners.

Commissioner Person-Polk asked for a motion to accept both positions.

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

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

PUBLIC PARTICIPATION

Commissioner Person-Polk stated that they were now in public participation. Mr. Figueroa stated the public would have three minutes to ask their question and that a written response would be given.

Ms. Naomi Williams stated she was purchasing a home through the Housing Choice Voucher Program and wanted to know why she needed to present a doctor's note, had not been told she needed one in 2010. She mentioned that in 2007 she had a doctor's note when she had a grievance proceeding and that she had given it to the Housing Authority employee that had been chosen to oversee the hearing at that time. She stated she was in Branch Village in a two bedroom, and they wanted to move her to a one bedroom.

Mr. Figueroa stated that they were following HUD regulations that periodically for a live-in aide a certified medical note was required. He stated they would respond in writing with more detailed information. Ms. Williams stated that she was a buying resident and wasn't told when she signed up that it was needed. She asked what happened if something happened to her caregiver.

Commissioner Person-Polk asked Mr. Figueroa to follow up on that question and told Ms. Williams that they would make sure she had the documentation required to have the aide.

Commissioner Person-Polk asked if there were any more questions from the public. Seeing none, Commissioner Person-Polk asked for a motion to adjourn.

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

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

Commissioner Person-Polk thanked everyone for their participation and stated that they covered a lot of material in a short amount of time

ADJOURNMENT: 6:35 PM

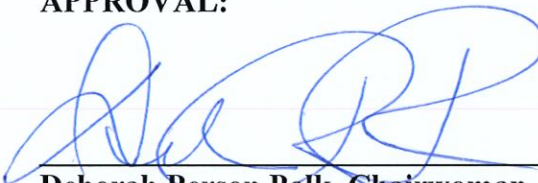
Attested to this 16th day of February 2022.

ATTEST:



Melody Johnson-Williams
Executive Director

APPROVAL:



Deborah Person Polk, Chairwoman
Board of Commissioners