

THE HOUSING AUTHORITY OF THE CITY OF CAMDEN
VIRTUAL REGULAR MEETING OF THE BOARD OF COMMISSIONERS
WEDNESDAY, JULY 20, 2022

The Board of Commissioners of the Housing Authority of the City of Camden met for a Virtual Regular Meeting on Wednesday, July 20, 2022, at 5:30 PM, E.S.T.

Mrs. Melody Johnson-Williams gave instructions and rules for participating in the virtual meeting in English and Mrs. Pagan gave the instruction and rules for participating in virtual meeting in Spanish. Commissioner Deborah Person-Polk welcomed everyone to the meeting. Mr. Charles Valentine began the meeting with an invocation, followed by the Pledge of Allegiance to the flag at 5:32 PM, E.S.T.

Those present were as follows:

- Present: Commissioner Alfred Dansbury
Commissioner Melwood Hannah
Commissioner Cameron Hudson
Commissioner Nohemi Soria-Perez
Commissioner Deborah Person-Polk
- In Attendance: Melody Johnson-Williams, Acting Executive Director
Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Assoc., LLC
Edith Pagan, Acting Deputy Executive Director
Sadyhe Bradley, General Counsel
Charles Valentine, Director of Modernization
Edith Pagan, Director of Social Services
LaKita Frederick, Assistant Director of HCV Program
Dwayne Tucker, Interim Finance Director
Wanda Riley, Asset Manager
John Kostyal, Human Resources Manager
Jasmine Kee, Purchasing Specialist
Michael Dugger, ALP Administrator
Geraldine Taylor, Property Manager (3 Senior High-Rises & Chelton Terrace I)
Melissa Ruiz, Assistant Property Manager (Ablett Village)
Rhonda Wardlow-Hurley, Case Manager-Resident Initiatives Dept.
Nathyya Soto, Executive Secretary
Naomi Williams (Resident)

CALL TO ORDER

Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC, stated that the Virtual Caucus Meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, July 20, 2022, was held in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975. Adequate notice was duly advertised in the *Courier Post*, *South Jersey Times*, the HACC website, and posted in common areas of the Housing Authority as required by law. The meeting was called to order.

Commissioner Person-Polk: Roll Call:

Mrs. Johnson-Williams:	Commissioner Alfred Dansbury	Present
	Commissioner Alesha Figueroa-Falcon	Absent
	Commissioner Melwood Hannah	Present
	Commissioner Cameron Hudson	Present
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Perez	Present

Mrs. Johnson-Williams stated that there was a quorum.

APPROVAL OF REGULAR MINUTES

Commissioner Person-Polk called for the Approval of the Virtual Regular Meeting Minutes from Wednesday, June 15, 2022. Commissioner Person-Polk called for a vote to accept the Regular Minutes.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commission Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Abstain
	Commissioner Person-Polk	Yes

OLD BUSINESS

Cristal Holmes-Bowie discussed the Approval of the Virtual Regular Meeting Minutes from Wednesday, December 15, 2022, and February 16, 2022. She recommended that the Housing Authority make available for all commissioners the audio from both meetings, the board packet from both meetings, and that they be reviewed along with the minutes for both of those meetings and be prepared at the next meeting to vote on the approval of both of those sets of minutes.

She also recommended that two resolutions be prepared and submitted, authorizing the approval of those minutes with the circumstances outlined so that it is clear to any subsequent parties why the unusual process was used to approve the minutes. The time limitation is overdue, and they need to be reviewed and board members need to understand the conversations from those meetings and be able to vote on whether to approve them during the September meeting after sending out all the materials beforehand. Also, the April Caucus meeting minutes will be clarified. If necessary, the exact process will be done, giving out all materials and voting at the September meeting.

Commissioner Person-Polk thanked Ms. Holmes-Bowie.

ACTING EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked for questions from the Commissioners on the June report. Commissioner Hudson asked what placemaking meant in Mr. Valentine's report. Mr. Charles Valentine stated that it was additional landscaping for Branch Village, Phase IV, the senior building. The placemaking is for a public space at 10th & Ferry with an outside amphitheater, a sculpture, landscaping, and outside space for community events.

Commissioner Person-Polk asked if something could be put there for Ms. Laverne. Mr. Valentine suggested planting the tree for her. Commissioner Person-Polk also suggested putting up a plaque and asked Mr. Valentine to take care of both, planting a tree and putting up a plaque. Commissioner Hudson suggested talking to Mrs. Pagan about it as well, as they had been discussing a Tree Planting Day with the New Jersey Tree Foundation. A discussion was held about leaving space for the tree and having a separate day to add Ms. Laverne's tree after the site was complete.

Commissioner Hudson stated he was happy to see the Branch Village Phase V with the 10-home ownership units coming. Mr. Valentine stated that the homes were just across the street from the other home ownership units at Roosevelt Manor and both face the park.

Commissioner Person-Polk asked to Entertain a Motion to accept the Acting Executive Director's Report from June 2022.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

NEW BUSINESS

Mrs. Johnson-Williams congratulated LaKita Frederick as the Assistant Director of Housing Choice Voucher Program. On June 24, she passed her HCV Voucher Program Management certification required for her job as Assistant Director of the Housing Choice Voucher Program. Others congratulated her as well.

Mrs. Johnson-Williams stated that the Housing Authority would be hosting a Job Fair at the Branch Village Community Center, located at 1900 South 9th Street on Friday, July 22, 2022, from 10 AM to 3 PM. Positions available would be the Assistant Property Manager, Housing Aide Typist, Part-Time Boiler Operator, Part-Time Security Guard, Groundskeeper, and Maintenance Repair. Mrs. Johnson-Williams mentioned that she and a few staff members had joined Mayor Carstarphen today at the Clean Camden Campaign, which was located at the North Gate Park, 6th & Elm Street.

On July 18, 2022, Mrs. Pagan, Resident Initiative staff, and Mrs. Johnson-Williams submitted the Ross Social Service Coordinator Grant. They should hear something back between 60 and 90 days.

Commissioner Person-Polk asked Mrs. Johnson-Williams to give all the commissioners an electronic copy of the approved budget.

RESOLUTIONS

Resolution 22-41 – Dwayne Tucker, Interim Finance Director. Resolution 22-41 was a resolution approving the Housing Authority of the City of Camden's payment registers for June 2022. The general fund expenditures were \$1,659,163.33 and the Housing Choice Voucher Program expenditures were \$1,329,823.60.

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-41.

Seeing none, Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-41.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Resolution 22-43 – Commissioner Person-Polk stated that Resolution 22-43 was authorizing a motion to go into Closed Session.

Commissioner Person-Polk asked to Entertain a Motion to approve Resolution 22-43.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Mrs. Johnson-Williams stated that they were now in Closed Session.

CLOSED SESSION

Commissioner Person-Polk asked to Entertain a Motion to come out of Close.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Mrs. Johnson-Williams stated that they were now out of Closed Session at 7:11 PM.

Resolution 22-44 – Mr. Valentine, Director of Modernization, Resolution 22-44 authorized the Acting Executive Director to execute and deliver all closing documents pertaining to the next phase of development in Cramer Hill, under the Cramer Hill CNI grant from HUD, a senior building of 55 units, 51 of which are replacement units, and 4 are nonplacement units. This laid out that they would have a ground lease, would be providing CNI loan funds, and that they would receive money to pay off some bond fees and funds that were borrowed from HUD a long time ago. It would also pay money towards post-retirement health benefits.

Commissioner Person-Polk asked if there were any questions from the public. Mrs. Johnson-Williams stated no questions from the public. Commissioner Person-Polk asked if there were any questions from the Commissioners.

Commissioner Person-Polk asked to Entertain a Motion to approve Resolution 22-44.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Resolution 22-45 – Ms. Jasmine Key, Purchasing Specialist for the HACC. Resolution 22-45 was approving a transaction authorizing and amending Resolution No. 22-15 to increase the not-to-exceed amount for the indefinite quantities' contracts with Architecture and Engineering (A&E) firms for general services, authorizing an expenditure of Capital Funds in a maximum aggregate amount not to exceed \$500,000 during the one-year term and authorizing the Acting Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction.

Regarding Resolution 22-45 as mentioned in the heading, Resolution 22-15 was awarded a few months ago to five of their A&E firms which make up the pool of A&E that helps the agency for different capital improvements and construction projects that are needed. So, this resolution was just asking to increase the not-to-exceed amount an additional \$300,000 to cover current task orders and future task orders that the agency may need to issue.

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-45. Mrs. Johnson-Williams stated no questions from the public. Commissioner Person-Polk asked if there were any questions from the Commissioners.

Seeing none, Commissioner Person-Polk asked to Entertain a Motion to approve Resolution 22-45.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Resolution 22-46 – Ms. Jasmine Key, Purchasing Specialist for the HACC. Resolution 22-46 was approving and authorizing a contract with Gassis Global Investments, LLC for the Senior Towers Renovations, an expenditure of funds in an amount not to exceed \$899,807.04, authorizing the Acting Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction.

Regarding this Resolution, they will be renovating 44 units between all three senior high-rise buildings.

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-46. Mrs. Johnson-Williams stated no questions from the public. Commissioner Person-Polk asked if there were any questions from the Commissioners.

Seeing none, Commissioner Person-Polk asked to Entertain a Motion to approve Resolution 22-46.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

John Kostyal, Human Resources Manager for the HACC, presented three personnel actions:

1 – It was proposed that the selected candidate be appointed to the position of Property Manager for the Housing Authority Asset Management Department on a full-time basis at an annual salary rate of \$52,750. This was to fill a vacant position. The pay range for this position was \$52,000 to \$54,000. The selected candidate was projected to begin on July 12, 2022, subject to ratification by the Board of Commissioners, and this candidate did begin on July 12.

2 - It was proposed that the selected candidate be appointed to the position of Data Entry Clerk for the Housing Authority Residential Initiatives Department on a full-time basis at an hourly rate of \$16.50. This was to fill a vacant position. The pay range for this position was \$15.50 to \$16.75. The selected candidate was projected to begin on July 12, 2022, subject to ratification by the HA Board of Commissioners, and this candidate began on July 19.

3 - It was proposed that the selected candidate be appointed to the position of Bilingual Office Support Receptionist for the Housing Authority Executive Office Department on a full-time basis at an hourly rate of \$16.50. This was to fill a vacant position. The pay range for this position was

\$14.00 to \$17.00. The selected candidate was projected to begin on July 12, 2022, subject to ratification by the HA Board of Commissioners, and this candidate began on July 12.

Commissioner Person-Polk asked to Entertain a Motion to accept the personnel actions as John mentioned for the three positions.

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

Mrs. Johnson-Williams:	Commissioner Dansbury	Yes
	Commissioner Figueroa-Falcon	Absent
	Commissioner Hannah	Yes
	Commissioner Hudson	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

PUBLIC PARTICIPATION

Commissioner Person-Polk stated that they were now open for Public Participation. Mrs. Johnson-Williams stated she was unmuting all on the telephone and that they had three minutes to state their name, address, and their concern. Ms. Naomi Williams.

Ms. Naomi Williams gave a suggestion of telling people on the phone how to electronically raise their hand. Mrs. Johnson-Williams concurred.

Ms. Naomi Williams stated she had a phone call from Ms. Rhonda from Resident Initiatives to have an appointment to see her case file so that she could have another hearing. She asked if her benefits were withdrawn prematurely and if she was going to get another hearing.

Commissioner Person-Polk stated that she had been complaining about a Housing Authority individual, and they were just trying to give her another hearing with an impartial person. Ms. Naomi Williams stated that they already took her check and that she was supposed to get an informal hearing before taking benefits, according to HUD regulations. This is in the grievance procedure. When she was called and told that was coming up, she assumed that was an admission of acting prematurely because she hadn't had a formal hearing yet. Commissioner Person-Polk stated that they were trying to address her concern, about her feeling that her hearing wasn't impartial. Ms. Naomi Williams stated it wasn't and that she was supposed to have this impartial hearing before the benefits were taken away, which she didn't have. She stated that her last hearing was informal, and the person was partial, Mr. Kostyal, and there were a lot of inaccuracies in the letter like hiding her son's income which wasn't true.

Mrs. Johnson-Williams stated that the three minutes was up for public participation. She also stated they would provide her an answer in writing. Ms. Naomi Williams asked why her hearing wasn't recorded. Mrs. Johnson-Williams stated again that they would provide a response in writing

and explained again about the three-minute rule. Commissioner Hudson stated that Ms. Rhonda could coordinate any issues.

Rhonda Wardlow-Hurley stated that she was working along with Ms. Naomi Williams since January, and that they had tried to bring some resolution to this. She asked Ms. Naomi to bear with them as they had a scheduled meeting with Jacinta on Wednesday, July 27, 2022, at 10:30 AM at the Section 8 building, located at 114 Boyd Street where she was going to meet with Ms. Naomi, including transportation if necessary. Ms. Rhonda just asked Ms. Naomi to be patient, take a deep breath, and that they would call her tomorrow with information. They had to follow HUD rules, and they understand the hardship that it's causing. Commissioner Person-Polk agreed.

Commissioner Person-Polk asked if there was any other public participation. Mrs. Johnson-Williams saw some earlier that dropped off, but none at present.

PUBLIC PARTICIPATION CLOSED

Commissioner Person-Polk asked if there were any comments before concluding.

Commissioner Hudson stated that the Housing Authority partnered up with Leader Up, and they're doing pop-up fun days at McGuire Gardens Community Center, on Thursdays from 5pm-8pm and at Ablett Village, on Wednesdays from 5pm-8pm, for the kids to go out and just have something to do in the afternoon after camp or whatever they do during the day. Commissioner Hudson thanked Ms. Ella Baker, Mrs. Tracie Powell, and the Executive Office staff for making sure that it would be a fun, productive evening for the kids and their families.

Ms. Baker, McGuire, had petitioned that she was getting signatures for speed bumps, and pretty much the process is, I believe you must get like 85% of the signatures on a petition from the residents to be able to submit it to the Mayor's Office. Then they would send an engineer out to survey the streets to see if they could be put there, what kind would be needed, and go through that process. The Executive Office is working to try to get the petitions done. If desired, you could let Commissioner Hudson or Ms. Baker know that you want to join. Commissioner Hudson thanked the staff for all their hard work and that he appreciated it.

Commissioner Hudson asked that, with the heat during the summer and driving around, that when exiting your car, please make sure that you check the back seat. Make sure that the kids are out of the car. There have been some tragic incidents of kids being left in cars and passing away from the heat. He just wanted to make sure that everyone was safe. Thank you.

Commissioner Person-Polk asked if all hearts and minds were clear. She asked to Entertain a Motion to adjourn the Regular Meeting of the Board of Commissioners.

- 4) Motion – Commissioner Hudson
- 5) Seconded – Commissioner Soria-Perez
- 6) Moved and seconded. Roll Call:

Mrs. Johnson-Williams:

Commissioner Dansbury	Yes
Commissioner Figueroa-Falcon	Absent
Commissioner Hannah	Yes
Commissioner Hudson	Yes, delayed
Commissioner Keys Frazier	Absent
Commissioner Soria-Perez	Yes
Commissioner Person-Polk	Yes

ADJOURNMENT: 7:43 PM

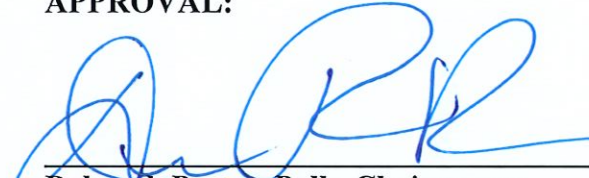
Attested to this 20th day of July 2022.

ATTEST:



Melody Johnson-Williams
Acting Executive Director

APPROVAL:



Deborah Person Polk, Chairperson
Board of Commissioners