

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

WEDNESDAY, MARCH 16, 2022

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Virtual Regular Meeting on Wednesday, March 16, 2022, at 5:32 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. Mr. Charles Valentine began the meeting with an invocation, prayer for peace in the Ukraine, followed by the Pledge of Allegiance to the flag at 5:34 PM, E.S.T.

Those present were as follows:

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

In Attendance: Victor D. Figueroa, Executive Director
Cristal Holmes-Bowie, Esq. (of Michael A. Armstrong
& Associates, LLC)
Sadyhe Bradley, General Counsel
Charles Valentine, Director of Modernization
Edith Pagan, Director of Resident Initiatives
Melody Johnson-Williams, Director of HCV Program
Dwayne Tucker, Interim Finance Director
Wanda Riley, Asset Manager
William Spearman, Operations Manager
John Kostyal, Human Resources Manager
Jasmine Kee, Purchasing Specialist
Rosie Feliciano-Brown, Asst. to the Executive Director
Nathyya Soto, Executive Secretary
Michael Dugger, ALP Administrator
Lakita Frederick, Property Manager (Senior High-rises)
Leslie Fisher, Asset Management Assistant
Melissa Ruiz, Assistant Property Manager (Senior High-rises)
Rhonda Wardlow-Hurley, Case Manager
Judith Osorio-Allen, Financial Management Assistant
Marquell Tate, Property Manager (Pennrose Management Co.)
Shanda Gaither (Resident @ 735 Jefferson Street. Camden, NJ
856.668.6415)

CALL TO ORDER

Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Associates, LLC., stated that the Virtual Regular Meeting of the Housing Authority of the City of Camden Board of Commissioners for Wednesday, March 16, 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* on January 14th, the *South Jersey News* on January 20th, the Authority's website, and in common areas of the Authority's properties 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	Present
	Commissioner Alan Miller	Absent
	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 about tabling the Minutes of the Regular Meeting held on Wednesday, February 16, 2022. Cristal Holmes-Bowie stated that they Commissioner Miller was not present, and they didn't have the required commissioners present to approve them.

Entertained a Motion to table the Regular Meeting Minutes for Wednesday, February 16, 2022.

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

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

Commissioner Person-Polk asked about, in the Caucus the tabling of the Minutes of the Regular Meeting held on Wednesday, December 15, 2021. Cristal Holmes-Bowie stated that they needed to continue to be tabled because Commissioner Miller had been present but was not present today.

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

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

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

Commissioner Person-Polk asked to Entertain a Motion to take off the table the Minutes of the Regular Meeting held on Wednesday, January 19, 2022.

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

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

Commissioner Person-Polk asked to Entertain a Motion to accept the Regular Meeting Minutes for Wednesday, January 19, 2022.

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

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

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked if there were any questions on the Executive Director's Report for February 2022.

There were no questions.

Entertained a Motion to accept the Executive Director's Report for February 2022.

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

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

Mr. Figueroa asked that everyone keep Dorixe De Jesus in their prayers as she was going through a situation with her mother.

As far as the COVID-19 status, numbers were decreasing and they're going to continue doing vaccines, boosters, and testing resources will continue to be provided at all three high rises, and resources are being made available to the family sites, as well, as needed.

Also, with COVID and gasoline price increases, they may go back to hybrid teleworking schedule. More on that to come if needed.

Groundbreaking was celebrated for Phase I on February 25, 2022, with dignitaries including Alicka Ampry-Samuel, the HUD Region II administrator, along with various other HUD representatives and VIPs. It was well-attended and received, and he thanked all commissioners and staff that attended.

Notice was given of an Easter celebration for the whole family in the Von Eida Park Community flyer for Saturday, April 9th. He thanked Commissioner Figueroa-Falcon for coordinating and further information should be sent to her by March 28th. There should be a HACC resource table at the event. They're working with Michael's Organization and all partners in that area and the resident association to let them know about it.

He said that via email the digital file of the HACC Annual Report would be available, which was inclusive of 2017, 2018, and 2019 and highlighted the 80th anniversary, which was celebrated in 2018. The Housing Authority was established in 1938. Hard copies would be mailed shortly to VIPs, stakeholders, and individuals from the public could request a digital copy via email; and a digital file would be available on our website. He said it was a good-looking report, and they were now working on the 2020 Annual Report.

Mr. Figueroa stated they were reaching out for more information on Ms. Laverne Williams. No further information had been provided in reference to her, and anything incoming will be passed along accordingly. He recommended having a plaque and planting a tree in the spring at the Branch Village property with more to come on that, as things develop.

NEW BUSINESS

RESOLUTIONS

Resolution 22-11 – Dwayne Tucker, Interim Finance Director. Resolution 22-11 is a resolution approving the Housing Authority of the City of Camden's payment registers for the month of February 2022. For the General fund, there were disbursements of \$584,087.50 and for the Housing Choice Voucher program, there were disbursements of \$1,395,422.01.

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked for a motion to approve Resolution 22-11.

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

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

Mr. Figueroa requested prayer for Mr. Tucker who had been ill, and he was thanked for his availability.

Resolution 22-13 – Commissioner Person-Polk asked for a motion to go into Closed Session.

Commissioner Person-Polk asked for a motion to approve Resolution 22-13.

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

Mr. Figueroa:	Commissioner Figueroa-Falcon	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	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 at 6:15 p.m.

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

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

Mr. Figueroa stated that they were now out of Closed Session at 6:19 PM.

Resolution 22-14 – Jasmine Kee, Purchasing Specialist. Resolution 22-14 is a resolution approving and authorizing to reject the sole bid received for Project 2021-B15 Mickle and Westfield Towers' Boiler Room Improvements and authorizing the Executive Director, or his designee, to execute documents and to do all things necessary to effectuate the transaction.

Commissioner Person-Polk requested the history. Ms. Kee stated it was the third time out to bid for the project. It had been rejected twice before for incomplete documentation and then the proposed amount exceeding the internal budget. Mr. Valentine gave information regarding replacement project to use funds to modernize heating and cooling systems as had been done at Kennedy Tower to save operational costs on utilities of \$50,000 at each tower. He stated finding the required boiler operators to visit at different times during the day was difficult. Residents had been inquiring when that was going to be done.

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked for a motion to approve Resolution 22-14.

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

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

Resolution 22-15 – Jasmine Kee, Purchasing Specialist. Resolution 22-15 is a resolution approving the transaction authorizing indefinite quantities contracts with architectural/engineering firms for general services during an aggregate term not to exceed one (1) year, authorizing an expenditure of Capital Funds in a maximum aggregate amount not to exceed \$200,000 during the one-year term and authorizing the Executive Director, or his designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public – none. From the commissioners – none.

Commissioner Person-Polk asked for a motion to approve Resolution 22-15.

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

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

Resolution 22-16 – Jasmine Kee, Purchasing Specialist. Resolution 22-16 is authorizing the Housing Authority of the City of Camden to procure goods and services from approved vendors under the New Jersey State Cooperative contracts, Educational Services Commission of New Jersey (ESCNJ), Sourcewell (formerly NJPA), and Omnia Partners Contract (formerly US Communities), and authorizing the Executive Director, or his designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-16 – none. From the commissioners – none.

Commissioner Person-Polk asked for a motion to approve Resolution 22-16.

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

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

Resolution 22-17 – Jasmine Kee, Purchasing Specialist. Resolution 22-17 is approving and authorizing a contract with Gassis Global Investments, LLC for Ablett Village renovations, an expenditure of funds in an amount not to exceed \$378,259.91, authorizing the Executive Director, or his designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-17 – none. From the commissioners:

Commissioner Soria-Perez asked for a breakdown of the expenditure of funds and why the money was being used to renovate Ablett Village which was supposed to be undergoing a redevelopment process. Ms. Kee stated they were going to be renovating 15 units that were in need of repair, some of which were unlivable. She also stated the first phase would start in a year when residents would be moved off the site but wanted residents to be somewhere safe.

Commissioner Person-Polk asked if there were any other questions from the commissioners and reminded Mr. Figueroa and his staff that the commissioners wanted a breakdown of the expenditures so that the public could ask questions at a later time. Mr. Figueroa stated the information would be provided before the next board meeting in writing. Commissioner Person-Polk stated the document needed to be included with the resolution for when it was reviewed by the mayor. Mr. Figueroa stated the update would be provided to the commissioners and to the mayor's office.

Commissioner Person-Polk asked for a motion to approve Resolution 22-17.

- 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	Yes
	Commissioner Miller	Absent
	Commissioner Soria-Perez	Yes
	Commissioner Person-Polk	Yes

Resolution 22-18 – Jasmine Kee, Purchasing Specialist. Resolution 22-18 authorizes a contract for an independent auditor to conduct a financial audit of the HACC financial statement for the calendar year ending December 2021, an expenditure of funds in an amount not to exceed \$60,000 and authorizing the Executive Director, or his designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the public on Resolution 22-18 – none. From the commissioners – none.

Commissioner Person-Polk asked for a motion to approve Resolution 22-18.

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

Mr. Figueroa:	Commissioner Figueroa-Falcon	Yes
	Commissioner Keys Frazier	Absent
	Commissioner Hudson	Yes
	Commissioner Miller	Absent
	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 the question and that a written response would be given before the next board meeting.

Shanda Gaither, 735 Jefferson Street, Camden, NJ 08104, asked why all the screen doors were being removed from Chelton Terrace – Phase II, Ingerman – and why it took so long for repairs to be done. Mr. Figueroa stated he would find out and follow-up with Ms. Gaither. Ms. Gaither also stated that the ceiling was leaking in her unit, she had a rusted tub, a recently fixed hallway bathroom leak, but nothing else. She also stated she had a mouse problem. Management was upset because she called the mayor's office and the Board of Health. She feels there's problems at Chelton Terrace that no one is aware of. Commissioner Person-Polk asked to be given an update of the situation.

Commissioner Hudson thanked Ms. Gaither for her comments and mentioned they had two (2) Town Hall Community meeting regarding the issues at Chelton Terrace and that they were aware and advocating on behalf of the residents. Mr. Figueroa stated that after the second meeting, a request for cameras was made; and that they were working with the Camden Police Department to have cameras installed in the Eye in the Sky network to capture and solve whatever crimes were happening. Ms. Gaither was concerned about retaliation from the management office because of her calls and was told by management that they wouldn't move any faster. Commissioner Person-Polk and Mr. Figueroa advised her to let the Commissioners know if there was any retaliation, and Mr. Figueroa would follow-up.

Commissioner Person-Polk asked if there were any other questions from the public – none. From the commissioners – none.

PERSONNEL

Mr. Kostyal, Human Resources Manager for the Housing Authority of Camden. Only one personnel action. It is proposed that the selected candidate be appointed to the position of Case Manager Supervisor for the Housing Authority's Resident Initiatives Department on a full-time basis at an annual salary of \$50,500. This appointment is to fill a new position. The selected candidate has begun employment on February 3, 2022, subject to ratification by the Housing Authority Board of Commissioners.

Commissioner Person-Polk asked for a motion to accept the position.

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

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

Commissioner Person-Polk asked for a motion to adjourn.

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

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

ADJOURNMENT: 6:43 PM

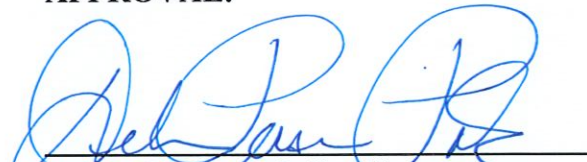
Attested to this 16th day of March 2022.

ATTEST:



Victor D. Figueroa
Executive Director

APPROVAL:



Deborah Person Polk, Chairwoman
Board of Commissioners