

THE HOUSING AUTHORITY OF THE CITY OF CAMDEN
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
TUESDAY, NOVEMBER 29, 2022

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Regular Meeting on Tuesday, November 29, 2022, at 5:30 PM, E.S.T.

Commissioner Deborah Person-Polk welcomed everyone to the meeting. Mr. Charles Valentine (recording) began the meeting with an invocation, followed by the Pledge of Allegiance to the flag at 5:31 PM, E.S.T.

Those present were as follows:

- Present: Commissioner Alfred Dansbury
 Commissioner Figueroa-Falcon
 Commissioner Melwood Hannah
 Commissioner Cameron Hudson
 Commissioner Deborah Person-Polk
- In Attendance: Melody Johnson-Williams, Executive Director
 Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Assoc., LLC
 Edith Pagan, Acting Deputy Executive Director (virtual)
 Charles Valentine, Director of Modernization (virtual)
 Sadyhe Bradley, General Counsel
 Dwayne Tucker, Finance Partner (virtual)
 John Kostyal, Human Resources Manager
 Jasmine Kee, Purchasing Specialist
 William Spearman, Operations Manager
 Nathyya Soto, Executive Secretary
 Dorixe De Jesus, Executive Secretary Assistant
 Leslie Fisher, Asset Management Assistant
 Alexander Ong, Program Manager
 Philip Weis, WSMDC
 Lou Howell, Consultant
 Judith Osorio-Allen, General Accounts Manager
 Lakita Frederick, Assistant Director of HCV Program
 Melissa Bovil, Property Manager at Ablett Village
 Melissa Ruiz, Assistant Property Manager (High-rises)
 Joel Alicea, IT Manager
 Rhonda Wardlow-Hurley, Case Manager
 William Santiago, Housing Specialist
 Maritza Alston, Office Support/Receptionist
 Naomi Williams (left the meeting, during closed session)

CALL 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 Tuesday, November 29, 2022, was held in accordance with the Open Public Meetings Act and JSA 10:4-10 that adequate notice was advertised in the *Courier Post* and the *South Jersey News* that the meeting was rescheduled to this date and that the meeting would be in person. The meeting was called to order.

Commissioner Person-Polk: Roll Call.

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Here
	Commissioner Alesha Figueroa-Falcon	Present
	Commissioner Melwood Hannah	Present
	Commissioner Cameron Hudson	Present
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Present

Ms. Melody Johnson-Williams stated that there was a quorum.

APPROVAL OF THE MINUTES

Cristal Holmes-Bowie, Esq. explained the details of the Minutes voting.

Commissioner Person-Polk asked to Entertain a Motion to approve the Virtual Special Meeting Minutes for Friday, October 14, 2022.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Commissioner Person-Polk asked to Entertain a Motion to approve the Virtual Regular Meeting Minutes for Monday, October 24, 2022.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

OLD BUSINESS

No Old Business.

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked to Entertain a Motion for the approval of the Executive Director's Report for October 2022.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

NEW BUSINESS

Ms. Johnson-Williams gave a few updates. She stated that currently in Fort Myers, Florida, CNI staff Deputy Executive Director, Edith Pagan, and the Director of MOD, Chuck Valentine, were attending the Choice Means Choice Conference; and they were selected to be on the panel on behalf of the HACC.

She also stated that Rutgers School of Nursing Preventative Breast Cancer Awareness event in October 25 for the Ablett Village residents under the CNI Job Plus grant. CAMcare Health Corporation hosted a "Harvest Senior Prom" on October 30 at the Camden Adventure Aquarium. Approximately 40 seniors attended the event, and she thanked all the staff that helped with transportation and that donated over \$400 in gift cards to the prom for the residents. She also thanked the staff for donations of candy and goodies for the Trunk or Treat event that was held at all sites on October 31st.

Commissioner Person-Polk stated they would move to Resolutions.

RESOLUTIONS

Resolution 22-64 – Dwayne Tucker, Finance Partner. Resolution 22-64 was a resolution approving the Housing Authority of the City of Camden payment registers for the month of October 2022. Out of the Operations account from the General Fund, there were expenditures of \$1,271,007.80 and out of the Housing Choice Voucher Program, there were housing assistance expenditures of \$1,296,459.92.

Commissioner Person-Polk asked if there were any questions from the Commissioners. Commissioner Dansbury stated that he was abstaining from voting on one of the checks on the check register, #D 100149780, Section 8. The rest of the items were fine. From the public? No questions.

Commissioner Person-Polk asked to Entertain a Motion for Resolution 22-64.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes, except as noted
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-65 – John Kostyal, Human Resources Manager. Resolution 22-65 was a resolution authorizing the transaction, approving holidays for FY-2023 for the Housing Authority of the City of Camden and authorizing the Executive Director, or her designee, to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked if there were any questions from the Commissioners. No questions. She asked for questions from the Public. No questions.

Commissioner Person-Polk asked to Entertain a Motion for Resolution 22-65.

4. Motion – Commissioner Hudson
5. Seconded – Commissioner Hannah
6. Moved and seconded. Roll Call:

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-66 – Leslie Fisher, Asset Management Assistant. Resolution 22-66 is a resolution requesting the approval of the amendment of the Public Housing Admissions and Continued Occupancy Policy (ACOP) to reflect and establish the New Utility Allowances for FY2023 for certain Asset Management Properties and authorizing the Executive Director, or her designee, to execute documents and to do all things necessary to effectuate the transaction(s).

Commissioner Person-Polk asked for any questions from the public. No questions. She asked for questions from the Commissioners. No questions.

Seeing none, Commissioner Person-Polk asked to Entertain a Motion for Resolution 22-66.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Perez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-68 – Commissioner Person-Polk, Resolution 22-68 is a resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Tuesday, November 29, 2022.

Commissioner Person-Polk asked to Entertain a Motion for Resolution 22-68.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

After a question from Naomi Williams regarding the nature of the Closed Session, Cristal Holmes-Bowie responded they would be discussing several agreements, including rent applications, contract, in addition to personnel matters. Ms. Williams voiced her disagreement with the length of time, etc.

CLOSED SESSION – 5:46 TO 7:28 PM

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

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-69 – Alex Ong, Program Manager. Resolution 22-69 is a resolution authorizing the submission of a HUD CHOICE Neighborhood Implementation Grant Application for Supplemental Funding to Previously Awarded Grantees for the transformation of Ablett Village and surrounding neighborhoods and authorizing the Executive Director, or her 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 to Entertain a Motion for the approval of Resolution 22-69.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-70 – Alex Ong, Program Manager. Resolution authorizing the Executive Director to execute the Shared Services Agreement between the Housing Authority of the City of Camden (HACC) and Camden County Improvement Authority (CCIA) for necessary services for the demolition of properties related to the FY2020 Choice Neighborhoods Implementation (CNI) Grant and authorizing the Executive Director, or her designee, 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 to Entertain a Motion for the approval of Resolution 22-70.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-71 – Sadyhe Bradley, General Counsel. Resolution 22-71, the resolution approving the Housing Authority of the City of Camden's Renewal of Membership in the New Jersey Public Housing Authority Joint Insurance Fund and appointing Melody Johnson-Williams as the Fund Commissioner for the New Jersey Public Housing Joint Insurance Fund for the year 2023 and authorizing the Executive Director, or her 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. Questions from Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-71.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-72 – Jasmine Kee, Purchasing Specialist. Resolution 22-72 is authorizing the rejection of the sole bid received for Project #2202-B06 Building Envelope Repair and authorizing the Executive Director, or her 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. Questions from the Commissioners. Commissioner Figueroa-Falcon asked what the alternative was since it was being rejected. Ms. Kee stated that the MOD Department was going to bring discussion to any firms regarding this quadrant and how to move forward. Since it was the second time out for bid, and figures gotten well exceed the cost/benefit prepared by such firms. So not sure at the moment.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-72.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-73 – Jasmine Kee, Purchasing Specialist. Resolution 22-73 is rejecting the bids received for Project #2022-B08 Cleaning Services and authorizing the Executive Director, or her 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. Any questions from the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-73.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-74 – Jasmine Kee, Purchasing Specialist. Resolution 22-74 is authorizing the award of a contract for on-call Painting Services, not to exceed \$75,000, for a one-year term, with the option to extend for 3 one-year terms, renewed annually, authorizing the Executive Director, or her 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. Commissioner Figueroa-Falcon asked if there were any questions from the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-74.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Perez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-75 – Jasmine Kee, Purchasing Specialist. Resolution 22-75 is authorizing the award of a contract for Plumbing Services, not to exceed \$85,000, for a one-year term, with the option to extend for 3 one-year terms, renewed annually, authorizing the Executive Director, or her 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.
Commissioner Figueroa-Falcon asked if there were any questions from the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-75.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

Resolution 22-76 – Jasmine Kee, Purchasing Specialist. Resolution 22-76 ratifying the award of an emergency contract to Bradley-Sciocchetti, Inc. to install electric heaters and a heating pump system at John F. Kennedy Towers in an amount not to exceed \$124,222.00 and authorizing the Executive Director, or her 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.
Commissioner Figueroa-Falcon asked if there were any questions from the Commissioners.
Commissioner Figueroa-Falcon thanked Lou Howell for his help.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 22-76.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

PERSONNEL

Mr. John Kostyal, Community Resources Manager presented three personnel actions for the month:

1 - Proposal of selected candidate appointed to the position of RAD Housing Specialist for the Housing Authority Housing Choice Voucher Program department on a full-time basis at an hourly rate of \$18.50. This was for a vacant position. The announced hourly pay raise for this position was \$18.42 to \$19.78. The selected candidate was promoted on October 17, 2022, subject to ratification by the Board of Commissioners.

2 - Proposal of selected candidate appointed to the position of Finance Management Assistant for the Housing Authority Finance Department on a full-time basis at an annual salary rate of \$46,000. This was to fill a vacant position. The announced salary pay range for this position was \$40,000 to \$46,000. The selected candidate was hired on October 28, 2022, subject to ratification by the Board of Commissioners.

3 - Proposal of selected candidate appointed to the position of Deputy Executive Director for the Housing Authority Executive Department on a full-time basis at an annual salary rate of \$135,000. This was to fill a vacant position. The announced salary pay range for this position was \$135,000 to \$142,000. The selected candidate was promoted on November 14, 2022, subject to ratification by the Board of Commissioners.

Commissioner Person-Polk asked to Entertain a Motion to accept the three candidates for the stated positions (the RAD Housing Specialist, the Finance Management Assistant, and the Deputy Executive Director).

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

PUBLIC PARTICIPATION

Ms. Melody Johnson-Williams gave instructions regarding public participation.

Commissioner Person-Polk advised speakers would have three minutes to speak if desired. Commissioner Figueroa-Falcon will follow up with Naomi Williams over some issues.

Commissioner Person-Polk asked for Phil Weis, Bill Spearman, mentioned that Lana and Edith were not present, to stand for a minute. HACC had taken over Baldwin's Run, and the ED as well. She mentioned these people and others worked evenings, hours, Saturdays. Jasmine and anyone else that she may have missed worked up and beyond the call of duty. Acquiring the motel urgently for the women, etc. Lots of pressure, lots of yelling, and no appreciation at times. She appreciated Sadyhe, Jasmine, etc. She told the staff that they would work with you, encourage you, and have you work even harder. That's asking a lot with the short staff, but it's not going unnoticed but thanks everyone. Going to funerals. Facebook. She encouraged if anything negative was being said about Baldwin's run or these guys to defend them. Be a team. Everyone's making it work. So she thanks everyone again and couldn't do it without all the Commissioners and to give it a minute as it'll get better.

ADJOURNMENT

Commissioner Person-Polk asked to Entertain a Motion to adjourn.

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

Ms. Johnson-Williams:	Commissioner Alfred Dansbury	Yes
	Commissioner Alesha Figueroa-Falcon	Yes
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Absent
	Commissioner Deborah Person-Polk	Yes

ADJOURNMENT: 7:53 PM

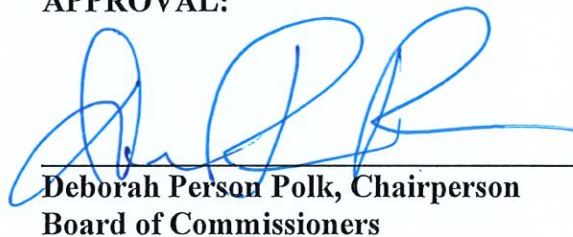
Attested to this 29th day of November 2022.

ATTEST:



Melody Johnson-Williams
Executive Director

APPROVAL:



Deborah Person Polk, Chairperson
Board of Commissioners