

**THE HOUSING AUTHORITY OF THE CITY OF CAMDEN**  
VIRTUAL REGULAR MEETING OF THE BOARD OF COMMISSIONERS  
MONDAY, SEPTEMBER 19, 2022

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Virtual Regular Meeting on Monday, September 19, 2022, at 5:36 PM, E.S.T.

Commissioner Deborah Person-Polk welcomed everyone to the meeting. Mrs. Melody Johnson-Williams gave instructions and rules for participating in the virtual meeting in English and Mrs. Edith Pagan did so in Spanish. Mrs. Edith Pagan began the meeting with the Pledge of Allegiance to the flag at 5:39 PM, E.S.T., followed by an invocation.

Those present were as follows:

Present: Commissioner Alesha Figueroa-Falcon  
Commissioner Melwood Hannah  
Commissioner Cameron Hudson  
Commissioner Soria-Pérez  
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 Director  
Sadyhe Bradley, General Counsel  
Dwayne Tucker, Interim Finance Director  
Wanda Riley, Asset Manager  
John Kostyal, Human Resources Manager  
Jasmine Kee, Purchasing Specialist  
Judith Osorio-Allen, General Accounts Manager  
Lakita Frederick, Assistant Director of HCV Program  
William Spearman, Operations Manager  
Nathyya Soto, Executive Secretary  
Dorixe De Jesus, Executive Secretary Assistant  
Michael Dugger, ALP Administrator  
Alex Ong, Program Manager  
Sherry Holt, Administrative Assistant  
Melissa Bovil, Property Manager (Ablett Village)  
Melissa Ruiz, Assistant Property Manager (Ablett Village)  
Nance-Cresse, Director of Nursing  
Rhonda Wardlow-Hurley, Councilwoman of Lawnside NJ

**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 Monday, September 19, 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*, the Housing Authority's website, annual notice was filed with the City of Camden, and posted in common areas of the Authority's properties as required by law. The meeting was called to order.

Commissioner Person-Polk: Roll Call.

Mrs. Johnson-Williams:	Commissioner Alfred Dansbury	Absent
	Commissioner Alesha Figueroa-Falcon	Join meeting at 5:45m
	Commissioner Melwood Hannah	Present
	Commissioner Cameron Hudson	Present
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Present
	Commissioner Deborah Person-Polk	Present

**APPROVAL OF THE MINUTES**

Commissioner Person-Polk asked for a review of the minutes of the Regular Meeting held on Wednesday, July 20, 2022, and asked if there were any questions.

Commissioner Person-Polk asked to Entertain a Motion to approve the Regular Meeting Minutes for Wednesday, July 20, 2022.

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

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

Commissioner Person-Polk asked to Entertain a Motion to amend the agenda of the Monday, September 19, to move forward with flexibility in the agenda.

- 1) Motion – Commissioner Hudson
- 2) Seconded – Commissioner Hannah

3) Moved and seconded. Roll Call:

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

Commissioner Person-Polk asked to Entertain a Motion for Resolution 22-52 authorizing a Closed Session.

1) Motion – Commissioner Soria-Perez

2) Seconded – Commissioner Hudson

3) Moved and seconded. Roll Call:

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

### CLOSED SESSION

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

1) Motion – Commissioner Figueroa-Falcon

2) Seconded – Commissioner Hudson

3) Moved and seconded. Roll Call:

Mrs. Johnson-Williams:	Commissioner Dansbury	Absent
	Commissioner Figueroa-Falcon	Yes
	Commissioner Hannah	Yes
	Commissioner Hudson	<u>Yes</u>
	Commissioner Keys Frazier	Absent
	Commissioner Soria-Pérez	Yes
	Commissioner Person-Polk	Yes

**Resolution 22-56** – Sadyhe Bradley, General Counsel. Resolution 22-56 appointing Melody Johnson-Williams as Executive Director of the Housing Authority of the City of Camden and authorizing the execution of an Employment Agreement for an initial term of one year.

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 to accept Resolution 22-56.

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

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

**OLD BUSINESS**

Mrs. Holmes-Bowie stated that there was a review of minutes for two items that were tabled, Wednesday, December 15, 2021, and February 16, 2022, minutes. The recordings needed to be sent out to the present commissioners so that they could be reviewed and voted on. She suggested that the two items continue to be tabled. Discussion regarding June meeting to be investigated and then brought forward to October meeting.

Commissioner Person-Polk asked if there were any questions from the commissioners regarding the Acting Executive Director's Report for July and August 2022 – none.

**ACTING EXECUTIVE DIRECTOR'S REPORT**

Commissioner Person-Polk asked to Entertain a Motion to accept the Acting Executive Director's Report for July and August 2022.

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

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

Mrs. Johnson-Williams stated she wanted to thank and acknowledge with a plaque two HACC employees that had over 30 years of service, dedication, and hard work, Wynfield Anderson, Construction Manager for MOD Department, and Dave Hill, Maintenance Supervisor at Ablett Village.

She stated that they were currently rehabbing units at the three senior towers as well as being under contract with Gassis Global Investments LLC. to renovate units at the three senior towers. Renovation started August 22, 2022.

She also stated that the City Planning Board approved the application to demolish part of Ablett Village, the oldest operating public housing project in the city, and to build 78 affordable housing townhomes.

She acknowledged Housing Authority staff who passed housing certifications – Melissa Ruiz, Public Housing Management; Lakita Frederick, Housing Choice Voucher Program Management, Financial Management, and Housing Quality Standards Inspection; Naya Soto, RAD Project-based Voucher Specialist; and Dorixe De Jesus, RAD Project-based Voucher Specialist.

She also stated that Edith Pagan and the CNI staff applied for the Choice MEANS Choice Urban Strategies Conference and applied to be a presenter on the panel and that they were selected to represent the Housing Authority at the November 30, 2022, through December 2022 conference in Fort Myers, Florida. The topic being "It's a Marriage."

### NEW BUSINESS

Commissioner Person-Polk stated that they met with the residents at the senior building in Baldwin's Run and McGuire Gardens to help the residents.

Mrs. Johnson-Williams stated they had a resident meeting at McGuire Gardens on September 15 including senior HACC staff, the police department, and Michael's Management to allow residents at McGuire Gardens to voice their concerns and issues that they're facing. They identified some resolutions and would remain in contact with Michael's Management to assure all issues would be resolved. Camden County Metro was also present. Residents had concerns regarding safety and security. Residents were informed about an app called STOPit to notify the police department. Pamphlets were handed out.

She stated that a resident meeting was held at Baldwin's Run, on September 9 at Baldwin's Senior regarding issues with the senior development, resident units. HACC senior staff, board chair, Pennrose management, and city council president met with the mayor on September 15 regarding the resident concerns. Two residents voiced concerns, and Pennrose management was informed of needs to be addressed prior to closing.

Commissioner Person-Polk thanked all the commissioners for what they do for the HACC.

Mrs. Johnson-Williams requested changing order of resolutions being presented.

### RESOLUTIONS

**Resolution 22-49** – Sherry Holt, Administrative Assistant, presenting on behalf of Chuck Valentine. Resolution 22-49 Resolution authorizing the adoption of the Section 3 Plan for the

Housing Authority of the City of Camden, and authorizing the Acting 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 to accept Resolution 22-49.

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

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

**Resolution 22-50** – Lakita Frederick, Assistant Director of HCV Program. Resolution 22-50 is a resolution authorizing the transaction establishing and approving Payment Standards for the Housing Choice Voucher Program for 2022, ratifying certain actions and authorizing the Acting Executive Director, or her 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 – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-50.

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

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

**Resolution 22-47** – Dwayne Tucker, Interim Finance Director. Resolution 22-47 is the registers for the month of July 2022. For the General Fund, there were expenditures of \$1,387,303.55 and for the Housing Choice Voucher Program, there were expenditures of \$1,345,430.96.

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 to accept Resolution 22-47.

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

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

**Resolution 22-48** – Dwayne Tucker, Interim Finance Director. Resolution 22-48 is a resolution approving the Housing Authority of the City of Camden payment registers for the month of August 2022. For the General Fund, there were expenditures of \$677,710.22, and for the Housing Choice Voucher Program, there were expenditures of \$1,310,917.24.

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 to accept Resolution 22-48.

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

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

**Resolution 22-52** – Commissioner Person-Polk. Resolution 22-52 is a resolution authorizing the Closed Session of the Regular Meeting of the Board of Commissioners on Monday, September 19, 2022.

Mrs. Holmes-Bowie stated that the resolution was already voted on and approved.

Commissioner Person-Polk asked to Entertain a Motion to go back into Closed Session.

- 1) Motion – Commissioner Soria-Pérez
- 2) Seconded – Commissioner Hannah

3) Moved and seconded. Roll Call:

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

### CLOSED SESSION

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

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

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

**Resolution 22-53** – Jasmine Kee, Purchasing Specialist. Resolution 22-53 is a resolution ratifying the rejection of the sole bid received for Project 2022-B03 Water Infiltration Mitigation and authorizing the Acting Executive Director, or her 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 – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-53.

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

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



**Resolution 22-54** – Jasmine Kee, Purchasing Specialist. Resolution 22-54 is a resolution authorizing an extension of the contract between the Housing Authority of the City of Camden and NW Financial Group to provide Financial Analyst services until December 31, 2022, with a not to exceed amount of \$10,000 for the extension period, and authorizing the Acting Executive Director, or her 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 – none. From the commissioners – none.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 22-54.

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

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

**Resolution 22-55** – William Spearman, Operations Manager. Resolution 22-55 is ratifying and approving the renewal of the Shared Service Agreement between the Housing Authority of the City of Camden and Rutgers, The State University, to provide a Director of Nursing for the Assisted Living Program and nursing and health services to participating HACC residents, and authorizing the Acting Executive Director, or her Designee, to execute documents to do all things necessary to effectuate the transactions.

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 to accept Resolution 22-55.

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

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

## PUBLIC PARTICIPATION

Councilwoman Rhonda Wardlow-Hurley, 16 Center Oak Avenue, Lawnside, NJ. She extended congratulations to Mrs. Melody Johnson-Williams on her position as the Executive Director of the Housing Authority on behalf of Mayor Mary Ann Wardlow, Members of the Borough Council, and the residents of the Historic Borough of Lawnside. The Mayor offered help if she needed anything. Also, on behalf of the Mayor of the Borough of Lawnside and Grand Master Michael Anthony Wiggins, the 91<sup>st</sup> Worshipful Master of the NJ Prince Hall Masonic Organization, and herself as the co-chair of the 175<sup>th</sup> anniversary celebration, she thanked Commissioners Person-Polk, Soria-Perez, Mr. Spearman, Commissioner Hudson, Acting Deputy Director Edith Pagan, and all those who participated in the any of the events.

Commissioner Person-Polk extended thanks to Mayor Wardlow and the Grand Master for the invitation.

Commissioner Hudson extended thanks to everyone for the back-to-school drive in August that provided tablets and bookbags to the students to prepare them for a successful school year and stated he was excited to do it again next year.

Commissioner Person-Polk stated they had a back-to-school drive at Ablett Village also which was very successful.

## ADJOURNMENT

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

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

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

Commissioner Person-Polk thanked the commissioners for their sacrifice and everyone extended congratulations to Mrs. Johnson-Williams.

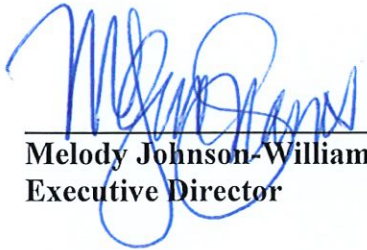
Mrs. Johnson-Williams thanked the Board of Commissioners for the opportunity to be the Executive Director and stated she looked forward to working with the Board, strengthening the relationship and keeping an open line of communication, and remaining transparent. She stated she valued their dedication and time with questions that she had and for the Board to not hesitate

to contact her if needed, and that soon they would let HUD know they were going from a standard performer to a high performer.

**ADJOURNMENT: 7:15 PM**

**Attested to this 19<sup>th</sup> day of September 2022.**

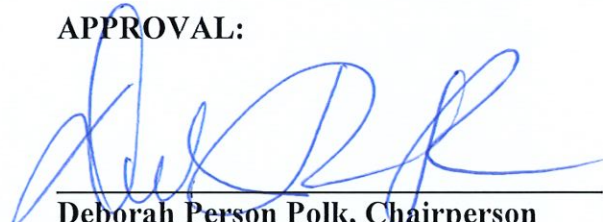
**ATTEST:**



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**Melody Johnson-Williams**  
**Executive Director**

**APPROVAL:**



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**Deborah Person Polk, Chairperson**  
**Board of Commissioners**