

HOUSING AUTHORITY OF THE CITY OF CAMDEN
MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY OF CAMDEN
WEDNESDAY, JANUARY 18, 2023

The Board of Commissioners of the Housing Authority of the City of Camden (HACC) met for a Regular Meeting on Wednesday, January 18, 2023, at 5:30 PM, E.S.T. at the McGuire Gardens Community Center. Commissioner Deborah Person-Polk welcomed everyone to the meeting. Mr. Charles Valentine began the meeting with an invocation and salute to the flag at 5:30 PM, E.S.T.

Those present were as follows:

Present: Commissioner Alfred Dansbury
 Commissioner Figueroa-Falcon
 Commissioner Melwood Hannah
 Commissioner Cameron Hudson
 Commissioner Nohemi Soria-Pérez
 Commissioner Deborah Person-Polk

In Attendance: Melody Johnson-Williams, Executive Director
 Cristal Holmes-Bowie, Esq., of Michael A. Armstrong & Assoc., LLC
 Edith Pagan, Deputy Executive Director
 Charles Valentine, Director of Modernization
 Sadyhe Bradley, General Counsel
 Dwayne Tucker, Fee Accountant - Virtual
 John Kostyal, Human Resources Manager
 Jasmine Kee, Purchasing Specialist
 Wanda Riley, Asset Manager
 Lakita Frederick, Assistant Director of HCV
 Joel Alicea, IT Manager
 Nathyya Soto, Executive Secretary
 Dorixe De Jesus, Executive Secretary Assistant
 Judith Osorio-Allen, General Accounts Manager
 Geraldine Tylor, Property Manager (High-rises)
 Norman Lee, Maintenance Repair
 Kaberia Fussell, Office Support
 David Hill, Maintenance Supervisor

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 Wednesday, January 18, 2023, was held in accordance with Section 5 of the Open Public Meetings Act, Chapter 231, Public Law 1975. Adequate notice was advertised in the *Courier Post* on January 4, 2023, by advertising in the *South Jersey Times* on January 15, 2023, and by posting in the Housing Authority's website and common areas of the Housing Authority as required by law. The meeting was called to order.

Commissioner Person-Polk: Roll Call.

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

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

ELECTION OF OFFICERS

CHAIRPERSON

Cristal Holmes-Bowie asked for nominations for the office of Chairperson for the Board of Commissioners of the Housing Authority of the City of Camden. Commissioner Soria-Pérez nominated Madam Chair, Person-Polk for Chairperson of the Housing Authority of the City of Camden. Ms. Holmes-Bowie asked for other nominations. She asked for a motion to close the nominations.

Cristal Holmes-Bowie asked for a Motion to Close the nominations.

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	Yes
	Commissioner Deborah Person-Polk	Yes

Cristal Holmes-Bowie asked for a Motion for a vote.

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

Ms. Johnson-Williams:

Commissioner Alfred Dansbury	Yes, for Deborah Person-Polk
Commissioner Alesha Figueroa-Falcon	Yes, for Deborah Person-Polk
Commissioner Melwood Hannah	Yes, for Deborah Person-Polk
Commissioner Cameron Hudson	Yes, for Deborah Person-Polk
Commissioner Deborah Keys Frazier	Absent
Commissioner Nohemi Soria-Pérez	Yes, for Deborah Person-Polk
Commissioner Deborah Person-Polk	Yes, for self

Commissioner Person-Polk thanked the commissioners for voting for her and was very thankful for the support. She asked for any ways that she could improve and to please call her.

VICE-CHAIRPERSON

Commissioner Person-Polk took nominations for the Vice-Chairperson of the Housing Authority of the City of Camden. Commissioner Figueroa-Falcon nominated Commissioner Soria-Pérez for Vice-Chairperson of the Housing Authority of the City of Camden. Commissioner Person-Polk asked for other nominations. Seeing none, she asked for a motion to close the nominations.

Cristal Holmes-Bowie asked for a Motion to Close the nominations.

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	Yes
Commissioner Deborah Person-Polk	Yes

Commissioner Person-Polk asked for a Motion for a vote on Nohemi Soria-Pérez as the Vice-Chairperson of the Housing Authority.

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, for Nohemi Soria-Pérez
Commissioner Melwood Hannah	Yes, for Nohemi Soria-Pérez
Commissioner Cameron Hudson	Yes, for Nohemi Soria-Pérez
Commissioner Deborah Keys Frazier	Absent
Commissioner Nohemi Soria-Pérez	Yes, for self
Commissioner Deborah Person-Polk	Yes, for Nohemi Soria-Pérez

Commissioner Soria-Pérez thanked the commissioners for voting for her and stated her appreciation for the continued support. She stated she was very thankful to be part of the hard-working team, commissioners, and other staff, working 24/7 but stated it was made easier with the great solid team that worked hard and cared.

Commissioner Person-Polk stated that staff worked over the holidays and that it isn't recognized – when the pipes break, the water's running in houses, that the staff and commissioners leave their home and make sure that the residents are taken care of. She commended them for the nights, days, and Christmas Day dedication.

Ms. Johnson-Williams thanked Commissioner Person-Polk for her job as the Chair as the speaker and leader, for her continued service and commitment to the residents and to the commissioners for always being always available without complaint, answering any and all questions, especially in a difficult year.

APPROVAL OF THE MINUTES

Commissioner Person-Polk asked to Entertain a Motion to approve the Regular Meeting Minutes for Wednesday, December 21, 2022.

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	Yes
	Commissioner Deborah Person-Polk	Yes

Cristal Holmes-Bowie asked for an Amendment to the Agenda to add an approval of the Caucus Minutes of Wednesday, December 21, 2022.

Commissioner Person-Polk asked to Amend the Agenda of the Regular Meeting to include the Caucus Minutes of Wednesday, December 21, 2022.

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	Abstain
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Yes
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Cristal Holmes-Bowie called for a Motion to Remove from the Table the review and vote on the Regular Minutes of Tuesday, November 29, 2022.

Commissioner Person-Polk asked for a Motion to Remove the Regular Minutes of Tuesday, November 29, 2022, from the Table.

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	Abstain (out, Covid)
	Commissioner Deborah Person-Polk	Yes

Cristal Holmes-Bowie asked for an Amendment to the Agenda to vote on the Caucus Minutes of Wednesday, June 15, 2022.

Commissioner Person-Polk asked to Amend the Agenda to call for a vote for the Caucus Minutes of Wednesday, June 15, 2022. She asked to Entertain a Motion.

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	Abstain (not present)
	Commissioner Deborah Person-Polk	Yes

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

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	Abstain
	Commissioner Melwood Hannah	Yes
	Commissioner Cameron Hudson	Abstain
	Commissioner Deborah Keys Frazier	Absent
	Commissioner Nohemi Soria-Pérez	Yes
	Commissioner Deborah Person-Polk	Yes

Commissioner Person-Polk asked to Entertain a Motion to accept the Caucus Minutes for Tuesday, November 29, 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	Abstain
	Commissioner Deborah Person-Polk	Yes

OLD BUSINESS

No Old Business.

EXECUTIVE DIRECTOR'S REPORT

Commissioner Person-Polk asked for any questions on the Executive Director's Report for December 2022. She asked to Entertain a Motion for the approval of the Executive Director's Report for December 2022.

1. Motion – Commissioner Soria-Pérez
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	Yes
	Commissioner Deborah Person-Polk	Yes

NEW BUSINESS

Executive Director Ms. Johnson-Williams thanked the HACC staff for taking the time during the holidays with low temperatures and pipes freezing and water leaking. With limited resources, things were worked out, temporary housing provided for residents that were affected and getting water for the residents so that they could enjoy their holidays.

Commissioner Person-Polk concurred, including administration, Edith, the lawyers, Jasmine, the ED, etc. Everyone stepped up and went the extra mile while currently being understaffed.

RESOLUTIONS

Resolution 23-01 – Judith Osorio-Allen, Finance Manager. Resolution 23-01 was a resolution approving the Housing Authority of the City of Camden payment register for the month of December 2022, Section 8, which was \$1,299,847.01. She asked if there were any questions.

Commissioner Person-Polk asked if there were any questions from the Public. None. From the Commissioners. Commissioner Dansbury stated he was abstaining from voting due to a conflict with #D000150376. He approved all other items on the payment register, December 2022.

Commissioner Person-Polk asked to Entertain a Motion for Resolution 23-01.

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

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

Resolution 23-02 – Edith Pagan, Executive Deputy Director presenting Resolution 23-02. Resolution approving the transaction, authorizing applications for grants for fiscal year 2023 for federal and nonfederal grants, 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 on Resolution 23-02. None. She asked for questions from the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for Resolution 23-02.

1. Motion – Commissioner Figueroa-Falcon
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	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 23-03 – Commissioner Person-Polk. Resolution 23-03 is a resolution authorizing a Closed Session of the Regular Meeting of the Board of Commissioners on Wednesday, January 18, 2023.

Commissioner Person-Polk asked to Entertain a Motion to accept Resolution 23-03.

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	Yes
	Commissioner Deborah Person-Polk	Yes

CLOSED SESSION – 6:00 TO 6:22 PM

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:

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

Resolution 23-04 – Dwayne Tucker, Fee Accountant. Resolution 23-04 is a resolution introducing the annual operating budgets for the Asset Management Properties, the Low-Income Public Housing Program, the Central Office Cost Center, and the Housing Choice Voucher Program for the fiscal year ending 2023. We are introducing a budget with anticipated revenues of \$27,181,857.93, and we're anticipating expenditures in the amount of \$27,176,220.53, anticipated net income of \$5,637.40.

Commissioner Person-Polk asked if there were any questions from the public on Resolution 23-04. None. From the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 23-04.

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

Ms. Johnson-Williams:

Commissioner Alfred Dansbury	Abstain, (Conflict per solicitor)
Commissioner Alesha Figueroa-Falcon	Yes
Commissioner Melwood Hannah	Yes
Commissioner Cameron Hudson	Yes
Commissioner Deborah Keys Frazier	Absent
Commissioner Nohemi Soria-Pérez	Yes
Commissioner Deborah Person-Polk	Yes

Resolution 23-05 – Jasmine Kee, Purchasing Specialist. Resolution 23-05 is authorizing a contract between the Housing Authority of the City of Camden (HACC) and NW Financial Group to provide Financial Analyst services, authorizing an expenditure of funds in an amount not to exceed \$48,000 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 on Resolution 23-05. None. From the Commissioners. None.

Commissioner Person-Polk asked for a Entertain a Motion for the approval of Resolution 23-05.

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	Yes
	Commissioner Deborah Person-Polk	Yes

Resolution 23-06 – Jasmine Kee, Purchasing Specialist. Resolution 23-06 is authorizing the Housing Authority of the City of Camden (HACC) to procure goods and services from approved vendors under the New Jersey State Cooperative Contracts, Educational Services Commission of NJ (ESCNJ), Sourcewell, and Omnia Partners Contract 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 on Resolution 23-06. None. From the Commissioners. None.

Commissioner Person-Polk asked to Entertain a Motion for the approval of Resolution 23-06.

1. Motion – Commissioner Hudson
2. Seconded – Commissioner Soria-Pérez
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	Yes
	Commissioner Deborah Person-Polk	Yes

PERSONNEL

Mr. John Kostyal, Human Resources Manager, presented two personnel actions for the month:

1 – New hire. Proposal of selected candidate be appointed to the position of part-time Staff Attorney for the Housing Authority's Legal Department on a part-time basis at an hourly rate of \$50.00. This was for a vacant position. The announced hourly pay range for this position was \$39 to \$42 per hour. The selected candidate was hired on November 10, 2022, subject to ratification by the Board of Commissioners.

Commissioner Person-Polk asked to Entertain a Motion to accept the part-time Staff Attorney position.

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	Yes
	Commissioner Deborah Person-Polk	Yes

2 – Personnel out for promotion. Typographical error where it says \$18.43; it should be \$18.13. Proposal of selected candidate be appointed to the position of RAD Housing Specialist for the Housing Authority's Housing Choice Voucher Program Department on a full-time basis at an hourly rate of \$18.25. This was to fill a vacant position. The announced hourly pay range for this position was \$18.13 to \$19.78. The selected candidate was promoted on December 19, 2022, subject to ratification by the Housing Authority Board of Commissioners.

Commissioner Person-Polk asked to Entertain a Motion to accept the RAD Housing Specialist position.

1. Motion – Commissioner Soria-Pérez
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	Yes
	Commissioner Deborah Person-Polk	Yes

PUBLIC PARTICIPATION

Commissioner Person-Polk stated that no one had signed in to speak. No one spoke up in the audience.

PUBLIC PARTICIPATION

Commissioner Hudson thanked everybody that reached out to him about the loss of his grandfather. He appreciated it and his family as well. He wished everyone a Happy New Year. Congrats to Madam Chair, Madam Vice-Chair for all the work put in over the years. He's enjoyed working with you and collaborating and learning from you both.

He also had a chance to be Santa Claus in December for Ablett Village and had a wonderful time with the families and see the kids' faces and have Mayor Carstarphen and the School Board President, Wasim Muhammad, come and show their support, and all of the partners in the city, it was a blessing to be a part of that.

Commissioner Figueroa-Falcon said sorry for his loss and congratulations to the Chairwoman and Vice-Chairwoman. Excited to see what this year brings and complete her requirements.

Commissioner Person-Polk stated she would do it and offered help if needed.

ADJOURNMENT

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

1. Motion – Commissioner Figueroa-Falcon
2. Seconded – Commissioner Soria-Pérez
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	Yes
	Commissioner Deborah Person-Polk	Yes

ADJOURNMENT: 6:35 PM

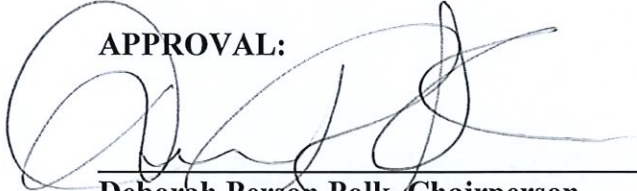
Attested to this 18th day of January 2023.

ATTEST:



Melody Johnson-Williams
Executive Director

APPROVAL:



Deborah Person Polk, Chairperson
Board of Commissioners