

**HOUSING AUTHORITY OF THE CITY OF JERSEY CITY
BOARD OF COMMISSIONERS MEETING MINUTES
DECEMBER 20, 2022**

Attendees:

Chairman Raj Mukherji - ABSENT Vice-Chairman Jeffrey Dublin Commissioner Hector Fuentes- Virtual Commissioner Amy Herbold - Virtual Commissioner Elizabeth Phillips-Lorenzo - Virtual Commissioner Shawn Prince - Virtual Mary Kate Serratelli, Legal Counsel Vivian Brady-Phillips, Executive Director/Secretary to the Board Carmen Carrillo, Assistant Secretary to the Board	Arlyn Agustin, Chief Financial Officer Patricia Ramirez, Director HCV/Sec. 8 Program Nehru Nadella, Director of IT Kenneth Pinnock, Director of Purchasing Antoin Evans, Regional Director of Asset Mgt. Stephen Cea, Director of Development Doreen Tucker, Director of Human Resources Luz Santana, Director of Compliance Allison Strobel, Chief of Staff - ABSENT Trena Hinton, Assistant Director of Rece - ABSENT
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Call to Order

Vice Chairman Jeffrey Dublin called the meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 6:00 p.m. on Tuesday, December 20, 2022, in person. Executive Director Vivian Brady-Phillips acknowledged that the necessary notices had been published/posted and established that a quorum was present whereupon the Pledge of Allegiance was conducted.

Via Online/Conference Call - Participation

There were no Public Participation

Items for Approval

The Vice Chairman commence the meeting by requesting a motion on Item #1, Resolution authorizing a "closed caucus" regarding personnel matters & litigation at the conclusion of the agenda for the convenience of the public. Vice Chairman Jeffrey Dublin made the motion and Commissioner Shawn Prince second the motion following a roll call with yes votes. The Vice Chairman requested to withdraw Item #2 & Item #4, the September 7, 2022 "closed caucus minutes" & the "regular board minutes". Commissioner Hector Fuentes & Elizabeth Phillips-Lorenzo were absent at the September 7, 2022, board meeting, both had to abstain. Therefore, we did not have enough votes to approve the September 7th regular/closed caucus minutes. The Vice Chairman requested a motion on Item # 3, the November 2, 2022, "closed caucus minutes", Vice Chairman Jeffrey Dublin made the motion and Commissioner Shawn Prince seconded the motion following roll call of yes votes. The Vice Chairman continued with requesting a motion on Item # 5, the November 2, 2022, regular board minutes. Vice Chairman Dublin motion and Commissioner Hector Fuentes seconded the motion following roll call of yes votes. However, Commissioner Herbold abstain for Items #3 & 5 since she was not present at the November board of commissioners' meeting.

The Vice Chairman then proceeded the meeting by requesting a motion to place Items #6 thru 24 onto a consent agenda that were read for the record by Executive Director Vivian Brady-Phillips. Commissioner Amy Herbold made the motion and Vice Chairman Jeffrey Dublin seconded the motion following roll call of yes votes. The Vice Chairman then asked if there were any questions/or concerns with any of the following board items that were read onto the record. It was noted for the record that Item #7 was being pulled from the agenda and will be re-introduce at the end as a new resolution. Item #22 will also be pulled from the consent agenda. Commissioner Fuentes requested clarity on Item #14, Resolution authorizing the appointment of JCHA's Fund Commissioner and alternate to the New Jersey Public Housing Authority Joint Insurance Fund for fund year 2023-25 in which Executive Director Vivian Brady-Phillips provided clarity for him.

Having no further questions/comments, the Vice Chairman requested a final motion on the consent agenda comprised of Items #6 & 8 thru 21 & Items #23 & 24. Vice Chairman Dublin made the motion and Commissioner Amy Herbold seconded the motion. Having no further discussion, the roll was call and the consent agenda was passed.

Executive Director Brady-Phillips was asked to review Matters of Information by the Vice Chairman. Once concluded, Matters of Information was closed. The Vice Chairman requested a motion on Item #1, "closed caucus" which was placed at the conclusion of the end of the regular board meeting. Vice Chairman Jeffrey Dublin made the motion and Commissioner Elizabeth Phillips-Lorenzo seconded the motion following a roll call of yes votes.

The Vice Chairman stated having no further questions, they will not be returning to conduct any further business in the public portion of tonight's meeting wishing all a very healthy and happy holiday.

BOARD RESOLUTIONS – DECEMBER 20, 2022 REGULAR BOARD MEETING

- ITEM #1:** RESOLUTION AUTHORIZING A CLOSED CAUCUS REGARDING PERSONNEL MATTERS, LITIGATION AND GRANT STRATEGY.
- ITEM #2:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE CLOSED CAUCUS MINUTES OF THE BOARD OF COMMISSIONERS MEETING HELD ON SEPTEMBER 7, 2022. **"WITHDRAWN"**
- ITEM #3:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE CLOSED CAUCUS MINUTES OF THE BOARD OF COMMISSIONERS MEETING HELD ON NOVEMBER 2, 2022.
- ITEM #4:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE REGULAR BOARD MINUTES OF THE BOARD OF COMMISSIONERS MEETING HELD ON SEPTEMBER 7, 2022. **"WITHDRAWN"**
- ITEM #5:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE REGULAR BOARD MINUTES OF THE BOARD OF COMMISSIONERS MEETING HELD ON NOVEMBER 2, 2022.
- ITEM #6:** RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR THE MONTH OF DECEMBER 2022.
- ITEM #7:** RESOLUTION CONFIRMING THE AMENDMENT OF A SUBRECIPIENT AGREEMENT BETWEEN THE JERSEY CITY HOUSING AUTHORITY (JCHA) AND CITY OF JERSEY CITY (CITY) FOR THE JCHA TO CONTINUE TO ADMINISTER THE CITY'S EMERGENCY RENTAL ASSISTANCE PROGRAM FUNDED BY THE US DEPARTMENT OF TREASURY. **"WITHDRAWN"**
- ITEM #8:** RESOLUTION CONFIRMING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE JERSEY CITY HOUSING AUTHORITY AND HAVEN ADOLESCENT COMMUNITY RESPITE CENTER IN COLLABORATION WITH COALITION FOR FOOD AND HEALTH EQUITY TO RUN A YOUTH COOKING AND SUPPORT GROUP PROGRAM.
- ITEM #9:** RESOLUTION CONFIRMING AN AWARD OF A CONTRACT TO ROYAL EMERGENCY DISASTER RECOVERY INC. FOR EMERGENCY SEWERAGE CLEANING AT HOLLAND GARDENS BUILDING #4.
- ITEM #10:** RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO EXTECH BUILDING MATERIALS INC. FOR FURNISHING AND DELIVERY OF ICE MELTING MATERIALS ON AN "AS-NEEDED" BASIS, FOR ALL JCHA DEVELOPMENTS FOR A PERIOD OF SIX (6) MONTHS.
- ITEM #11:** RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO GARDEN STATE BUILDING SUPPLY FOR THE FURNISHING AND DELIVERY OF MDF DOORS FOR VARIOUS JCHA OWNED DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR WITH OPTION FOR AN ADDITIONAL ONE (1) YEAR.

- ITEM #12:** RESOLUTION CONFIRMING AN INCREASE TO THE CONTRACT MAXIMUM AND CONTRACT PERIOD TO LIFESTATION INC. FOR MONITORING AND MAINTENANCE OF WIRELESS CALL-FOR-AIDE SYSTEM AT CURRIES WOODS, 3 NEW HECKMAN DRIVE.
- ITEM #13:** RESOLUTION CONFIRMING EXECUTION OF AGREEMENT RENEWING MEMBERSHIP IN THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND BY THE EXECUTIVE DIRECTOR AS APPROVED BY THE NOVEMBER 2022 BOARD RESOLUTION.
- ITEM #14:** RESOLUTION AUTHORIZING THE APPOINTMENT OF JCHA'S FUND COMMISSIONER AND ALTERNATE TO THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND FOR FUND YEAR 2023.
- ITEM #15:** RESOLUTION AUTHORIZING THE EXECUTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE JERSEY CITY HOUSING AUTHORITY AND ECODE TO RUN STEM AFTERSCHOOL PROGRAMMING AT JCHA COMPUTER LABS.
- ITEM #16:** RESOLUTION CONFIRMING RENEWAL OF A CONTRACT WITH ROSEVILLE AVENUE REDEVELOPMENT URBAN RENEWAL, LLC, FOR JCHA TO PROVIDE RECE SERVICES FOR A PERIOD OF ONE (1) YEAR.
- ITEM #17:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO BDO PHA FINANCE LLC. TO PROVIDE PROFESSIONAL ACCOUNTING SERVICES FOR A PERIOD OF ONE YEAR.
- ITEM #18:** RESOLUTION EXTENDING A TELECOMMUTING POLICY FOR ELIGIBLE JERSEY CITY HOUSING AUTHORITY EMPLOYEES.
- ITEM #19:** RESOLUTION APPROVING THE OPENING OF ONE (1) NEW BANK ACCOUNT FOR THE JERSEY CITY HOUSING AUTHORITY TO BE USED FOR THE FSS PROGRAM (FSS-FORFEITURES).
- ITEM #20:** RESOLUTION CONFIRMING AWARD OF A CONTRACT TO YARDI SYSTEMS INC., FOR A HOSTED CLOUD-BASED ENTERPRISE SYSTEM, INCLUDING MAINTENANCE, FOR THE JCHA PUBLIC HOUSING AND HOUSING CHOICE VOUCHER (SECTION 8) PROGRAMS.
- ITEM #21:** RESOLUTION AUTHORIZING APPROVAL OF THE JCHA'S 2023 AGENCY PLAN PURSUANT TO REQUIREMENTS OF THE QUALITY HOUSING AND WORK RESPONSIBILITY ACT OF 1998.
- ITEM #22:** RESOLUTION APPROVING THE AMENDMENTS TO THE CERTIFICATE OF FUNDS TO JCHA'S 2021 CAPITAL FUND PROGRAM (CFP) AS PER THE US DEPARTMENT OF HOUSING & URBAN DEVELOPMENT (HUD) OBLIGATION REQUIREMENTS. **"WITHDRAWN"**
- ITEM #23:** RESOLUTION AUTHORIZING EXECUTION OF THE TERM OPTION CLAUSE TO BGI RESOURCES INTL CORP. FOR THE MITIGATION OF LEAD BASED PAINT HAZARDS FOR VARIOUS JCHA OWNED DEVELOPMENTS FOR A PERIOD OF ONE (1) YEAR
- ITEM #24:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO SOBEL HAN & CANNON FOR LEGAL SERVICES: TENANCY COUNSEL.

Adjournment

There being no further business to come before the Board of Commissioners, the Chairman adjourn the Board of Commissioners meeting at 6:35 p.m. The "closed caucus" meeting was held after the regular board meeting ended.



Vivian Brady-Phillips, Executive Director
Secretary to the Board