

HOUSING AUTHORITY OF THE CITY OF JERSEY CITY BOARD OF COMMISSIONERS MEETING MINUTES

March 5, 2025

Attendees:

Chairman, Jeffrey Dublin - ABSENT Vice-Chairman, Shawn Prince Commissioner Brenda Dawson Commissioner Hector Fuentes - ABSENT Commissioner Amy Herbold Commissioner Charles Mullins Joseph Garcia, Esq., Legal Counsel Stephen Cea, 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. Doreen Tucker, Director of Human Resources - ABSENT Luz Santana, Director of Compliance - ABSENT Trena Hinton, Director of Rece - ABSENT Sandy Santos Garcia, Director of Development – ABSENT Elizabeth Phillips-Lorenzo, Chief of Staff - ABSENT
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Call to Order

Vice Chairman Shawn Prince called the meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 5:05 p.m. on Wednesday, March 5, 2025, in person. Executive Director Stephen Cea acknowledged that the necessary notices had been published/posted and established that a quorum was present whereupon the Pledge of Allegiance was conducted.

Public/Guest Participation

No Public Participation

Items for Approval

The Chairman requested that the Executive Director read the resolutions on tonight's agenda.

The executive director requested a motion on Item #1, Resolution authorizing a "closed caucus" regarding personnel matters & litigation to be placed at the end of the meeting or removed (not discussed). Vice Chairman Shawn Prince made a motion and Commissioner Charles Mullins seconded the motion following a roll call of yes votes.

The executive director requested a motion on Item #2, the "closed caucus minutes" held on February 5, 2025. Commissioner Amy Herbold made the motion and Commissioner Brenda Dawson seconded the motion following a roll call of yes votes.

The executive director requested a motion on Item #3, the "regular board minutes" held on February 5, 2025. Commissioner Amy Herbold made the motion and Commissioner Brenda Dawson seconded the motion following a roll call of yes votes.

The executive director then proceeded by requesting a motion to place Items #4 through #15 onto a consent agenda that he read for the record. Commissioner Herbold made the motion, and Charles Mullins seconded the motion following roll call of yes votes. The executive director then asked if there were any questions/or concerns with any of the following board items that were read onto the record. Having no further questions/comments, the executive director requested a final motion on the consent agenda in which Commissioner Amy Herbold made the motion and Commissioner Charles Mullins seconded the motion with all voting in favor with a yes vote.

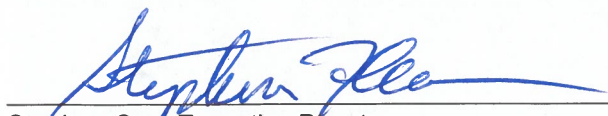
Executive Director Stephen Cea was asked to review Matters of Information by the Chairman. Once concluded, Matters of Information ended. Vice Chairman Shawn Prince requested a motion to end the regular board meeting Commissioner Amy Herbold made the motion and Charles Mullins seconded the motion at which time all the other commissioners agreed to with a yes vote.

BOARD RESOLUTIONS – MARCH 5, 2025 REGULAR BOARD MEETING

- ITEM #4:** RESOLUTION BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF JERSEY CITY APPROVING ACCOUNTS PAYABLE FOR THE MONTH OF MARCH 2025.
- ITEM #5:** RESOLUTION AUTHORIZING THE EXECUTION OF AN INTER-LOCAL AGREEMENT BETWEEN THE JERSEY CITY HOUSING AUTHORITY (JCHA) AND THE UNITED WAY OF HUDSON COUNTY FOR THE JCHA TO CONTINUE TO CONDUCT HOUSING QUALITY STANDARD (HQS) INSPECTIONS FOR THE COLLABORATIVE SOLUTIONS PROGRAM.
- ITEM #6:** RESOLUTION AUTHORIZING THE JERSEY CITY HOUSING AUTHORITY TO ACCEPT AN AWARD FROM THE CITY OF JERSEY CITY TO ADMINISTER FUNDING UNDER THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT'S HOUSING OPPORTUNITIES FOR PERSONS WITH AIDS "HOPWA".
- ITEM #7:** RESOLUTION AUTHORIZING THE JERSEY CITY HOUSING AUTHORITY (JCHA) TO ACCEPT A PRE-AWARD FROM THE CITY OF JERSEY CITY IN THE AMOUNT OF \$603,339.92 TO ADMINISTER THE TREASURY DEPARTMENT'S COVID 19 RENT RELIEF 2 PROGRAMS.
- ITEM #8:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO JEWEL ELECTRIC LLC. FOR THE FURNISHING OF ELECTRICAL SUPPLIES AS NEEDED FOR ALL JCHA OWNED DEVELOPMENTS FOR A PERIOD OF TWO (2) YEARS.
- ITEM #9:** RESOLUTION CONFIRMING THE INCREASE OF A CONTRACT TO SURACH ELECTRICAL CONTRACTORS, LLC. FOR EMERGENCY ELECTRICAL AND HEATING SERVICES FOR ALL JCHA DEVELOPMENTS.
- ITEM #10:** RESOLUTION CONFIRMING THE AWARD OF A CONTRACT TO WILLIAM J. GUARINI INC FOR EMERGENCY REMOVAL & REPLACEMENT OF SANITARY SEWER LINES IN BLDG. #3 AT BOOKER T. WASHINGTON APTS.
- ITEM #11:** RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT TO MILLENNIUM COMMUNICATIONS GROUP INC. FOR FURNISHING AND INSTALLATION OF ADDITIONAL SECURITY CAMERAS AND UPGRADE NETWORK SWITCHES.
- ITEM #12:** RESOLUTION CONFIRMING APPOINTMENT OF JCHA EXECUTIVE DIRECTOR STEPHEN CEA AS FUND COMMISSIONER IN THE NEW JERSEY PUBLIC HOUSING AUTHORITY JOINT INSURANCE FUND.
- ITEM #13:** RESOLUTION ADOPTING A DONATED LEAVE PROGRAM POLICY FOR THE JERSEY CITY HOUSING AUTHORITY.
- ITEM #14:** RESOLUTION ADOPTING A SERVICE ANIMAL (DOG) POLICY AS AN ADDITION TO CURRENT JCHA PERSONNEL POLICIES.
- ITEM #15:** RESOLUTION APPROVING THE OPENING OF TWO (2) NEW BANK ACCOUNTS FOR THE JERSEY CITY HOUSING AUTHORITY TO BE USED FOR THE BERGEN COURT AND RESURRECTION HOUSE OPERATING ACCOUNTS.

Adjournment

There being no further business to come before the Board of Commissioners, the executive director asked the chairman to adjourn the Board of Commissioners regular meeting at 5:14 p.m. "Closed Caucus" was not conducted.



Stephen Cea, Executive Director
Secretary to the Board