

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

June 7, 2018

Attendees

- Chairman Raj Mukherji - ABSENT**
- Vice Chairwoman Aneesah Abdullah
- Commissioner Reginald Jones
- Commissioner Hector Fuentes
- Commissioner Freddie Kitchens - ABSENT**
- Commissioner Thomas Kukla
- Commissioner Amy Herbold
- Joseph Garcia, Legal Counsel
- Stephen Cea, Director of Development
- Carmen Carrillo, Assistant Secretary to the Board
- Vivian Brady-Phillips, Interim Executive Director/Secretary to the Board
- Allison Strobel, Chief of Staff - ABSENT**
- Beatriz Terrazas, Director of Human Resources - ABSENT**
- Samuel Moolayil, Chief Financial Officer
- Eileen Ingram-Willis, In-House Counsel - ABSENT**
- Nehru Nedella, Director of IT
- Kenneth Pinnock, Director of Purchasing
- Patricia Ramirez, Director of Section 8
- Antoin Evans, Regional Asset Manager
- Luz Santana, Director of Compliance
- Donna Olivera, Asset Development

Vice Chairwoman Abdullah called the scheduled meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 6:00 p.m. on Thursday, June 7, 2018, at 400 US Highway #1 (Marion Gardens), Jersey City, New Jersey. She acknowledged that the necessary notices had been published and posted and a quorum was present.

Public Participation

- Sonya Coleman – Resident Council President – Booker T. Washington
- Marie Dyle – Jersey City Resident who applied for housing via Applicant Selection

Items for Approval

Vice Chairwoman Abdullah requested a motion to have "Closed Caucus" at the end of the meeting. Commissioner Jones motioned and Commissioner Herbold seconded the motion. She then read Resolution #2 the Acceptance of the "May 2018 Closed Caucus minutes" Commissioner Herbold motioned and Commissioner Fuentes seconded the motion. Vice Chair then proceeded reading Resolution #3 the "May 2018 Regular Board of Commissioners' Minutes" in which Commissioner Herbold motioned and Commissioner Jones seconded the motion.

Vice Chairwoman Abdullah requested a motion to place Resolutions #4 through #13 onto a consent agenda. Legal counsel asked whether Resolution #4, concerning accounts payable for the month of June 2018, might require more than one Commissioner to abstain, and initially recommended pulling the item off of the consent agenda.

Although, we had a quorum of five to call the vote, only three could vote to pass Resolution #4 because Vice Chair Abdullah and Commissioner Jones had to abstain. Because four votes were needed for passage of the Resolution,

the Board's legal counsel Joe Garcia recommended that the Board go into "Closed Caucus" and indicated that he would consult the bylaws. The Commissioners then unanimously voted to go into executive session. After the "Closed Caucus" ended at 6:33 p.m. the board of commissioners' meeting resumed. At that time, legal counsel stated that although the bylaws required at least four votes for passage, it was his opinion that the Doctrine of Necessity applied because the Authority needed to pay its bills. Thus he recommended that the Commissioners vote on Resolution #4. The Commissioners then voted on the consent agenda. Commissioner Herbold made the motion and Commissioner Abdullah seconded the motion and the motion was carried and Resolutions #4 through #13 were approved following a roll call.

Vice Chairwoman Abdullah then introduced Matters of Information in which Interim Executive Director Vivian Brady-Phillips read her report. Once concluded, Matters of Information was closed.

Vice Chairwoman Abdullah requested a motion to adjourn the meeting. Motion by Vice Chairwoman Abdullah and seconded by Commissioner Herbold following a roll call. She then stated that this concluded the public portion of the evening's meeting; there being no further discussion, the meeting was adjourn.

RESOLUTIONS – June 7, 2018

- ITEM #1:** RESOLUTION AUTHORIZING A CLOSED CAUCUS REGARDING PERSONNEL MATTERS, LITIGATION AND GRANT STRATEGY.
- ITEM #2:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE MAY 2018 CLOSE CAUCUS MINUTES OF THE BOARD OF COMMISSIONERS.
- ITEM #3:** RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE MINUTES OF THE BOARD OF COMMISSIONERS REGULAR MEETING HELD ON MAY 2018.
- 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 JUNE 2018.
- ITEM #5:** RESOLUTION AUTHORIZING THE EXECUTION OF AN INTER-LOCAL AGREEMENT BETWEEN THE JCHA AND BAYONNE HOUSING AUTHORITY (BHA) TO CONDUCT HOUSING QUALITY INSPECTIONS (HQS) IN CONNECTION WITH JCHA OWNED UNITS FOR A PERIOD OF ONE YEAR.
- ITEM #6:** RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE JERSEY CITY HOUSING AUTHORITY (JCHA) AND WOMEN RISING (WR) TO ADMINISTER VOUCHERS IN CONNECTION WITH THE HUDSON COUNTY DIVISION OF HOUSING AND COMMUNITY DEVELOPMENT FOR PERMANET SUPPORTIVE HOUSING PROGRAM.
- ITEM #7:** RESOLUTION AUTHORIZING THE JERSEY CITY HOUSING AUTHORITY TO ADOPT AN "EMPLOYEE MEDICAL & PRESCRIPTION COVERAGE WAIVER POLICY".
- ITEM #8:** RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION UNDER THE HOUSING CHOICE VOUCHER (SECTION 8) PROGRAM FOR 200 MAINSTREAM VOUCHERS.
- ITEM #9:** RESOLUTION CONFIRMING AWARD OF A CONTRACT TO MAGIC TOUCH CONSTRUCTION FOR REMOVAL & REPLACEMENT OF UNDERGROUND GAS PIPES AT CURRIES WOODS.
- ITEM #10:** RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT PERMITTING THE JERSEY CITY HOUSING AUTHORITY TO OBTAIN FUEL FOR ITS MOTOR VEHICLES AND POWER EQUIPMENTS FOR 3 YEARS IN THE AMOUNT NOT TO EXCEED \$26,250 AT THE CITY OF JERSEY CITY DEPARTMENT OF PUBLIC WORKS.

- ITEM #11:** RESOLUTION CONFIRMING THE SUBMISSION OF A FY2018 EMERGENCY SAFETY AND SECURITY GRANT TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ON BEHALF OF CURRIES WOODS.
- ITEM #12:** RESOLUTION APPROVING THE WRITE-OFF TENANT ACCOUNT RECEIVABLES (TARs) BALANCES FOR TENANTS THAT HAVE VACATED THE PROPERTY AND ALLOWANCE FOR DOUBTFUL ACCOUNTS FOR ACTIVE TENANTS IN THE AGGREGATE AMOUNT OF \$110,035.88 FOR PUBLIC HOUSING (FEDERAL) AND NON-FEDERAL PROPERTIES.
- ITEM #13:** RESOLUTION AUTHORIZING THE EXECUTION OF A SHARED SERVICES AGREEMENT PERMITTING THE CITY OF JERSEY CITY TO PROVIDE ON-DUTY POLICE OFFICERS TO THE JERSEY CITY HOUSING AUTHORITY TO ENHANCE THE SAFETY AND SECURITY OF ITS RESIDENTS.

Interim Executive Director's Matters of Information:

The following items have been updated and placed in your board packages:

- Last month's meeting updates/issues (June 7, 2018).
- The community calendar for the month of July 2018.
- Notice of next months' board meeting which is scheduled for Wednesday, August 1, 2018.
- June's 2018 property performance report

That concludes matters of information.

Adjournment

There being no further business to come before the Board of Commissioners, Vice Chairwoman Abdullah asked to adjourn the regular board of commissioners' meeting 6:39 p.m. Closed Caucus Meeting was conducted at the beginning 6:21 p.m. and ended at 6:33 p.m.

Vivian Brady-Phillips, Interim Executive Director
Secretary to the Board