

These minutes are not verbatim, but a condensed version of what transpired at the Lakewood Housing Authority (LHA) Board of Commissioners Regular Meeting held on Tuesday, February 25th, 2020 at 6:07 pm, in the Community Room at the Rev. Albert Clayton Administration Building, 317 Sampson Avenue, Lakewood, NJ.

MEETING CALLED TO ORDER

Mr. Stafford-Smith called the meeting to order at 6:07 pm. Teresa Acosta announced that consistent with the Open Public Meetings Law: P.L.1975 c231, which requires that all meetings of public bodies shall be open to the public at all times, a notice of this meeting was provided to the clerk of the Township of Lakewood, the Ocean County Library, the Asbury Park Press, and the Star-Ledger on January 30th, 2019 and was posted on the Authority's official designated public bulletin board at the LHA Administration Building and website.

ROLL CALL

On roll call, attending Commissioners were:

Gregory Stafford-Smith – *Chairperson*
Shabsi Ganzweig – *Vice Chairperson*
Angela Caldwell – *2nd Vice Chairperson*
Miriam Medina – *Commissioner (via phone)*
Denise Douglas – *Commissioner*
Eli Rennert – *Commissioner*

Also attending:

Scott Parsons – *Acting Executive Director*
Terrence Corrison – *Attorney*

Absent were:

Ray Coles – *Township Liaison*

COMMENTS FROM THE PUBLIC

Mr. Parry, Outreach & Advocacy Coordinator from New Jersey Elder Ombudsman, presented the “I Choose Home” program. The program assists residents that are currently in long term nursing that no longer in need of the amount of care they get from a long term nursing facility care and wish to return back to the community.

Mr. Finnerty, Outreach Services Coordinator from Ocean Mental Health Services. Mr. Finnerty presented the PATH program which is for the any individuals with mental illness that are homeless or facing any homelessness and the SHARE program which is a supportive housing program to help people that are in supportive housing maintain their housing for long term.

Michelle Glouser, Supervisor with Special Response and Jennifer Higendorm, Assistant Administrative Supervisor of Social Work over Emergency Assistance, both from the Ocean County Board of Social Services went over the assistance that the OCBSS can help with immediate temporary shelter for individuals that have welfare and are in an emergency situation. After brief discussion, the goal is to link the individuals to permanent subsidized affordable housing.

Jennifer Martinez, Housing Navigator/Housing Specialist on behalf of United Healthcare. Ms. Martinez expressed the need of homeless vouchers for the homeless individuals that are admitted into hospitals for medical reasons, which once released, have no stability to continue their rehabilitation process.

CLOSED SESSION

Motion to go into closed session to discuss a matter of personnel was made at 6:30 pm by Ms. Douglas, seconded by Mr. Rennert.

Motion to return to open session was made at 6:42 pm.

READING OF MINUTES

Minutes of the Regular Board Meeting of January 28th, 2020 were reviewed.

A motion was made by Mr. Rennert, seconded by Mr. Ganzweig, all present were in favor. Minutes were approved.

BILLS AND APPROVAL OF SAME

Bills were reviewed. After discussion a motion to approve made by Mr. Ganzweig, seconded by Ms. Medina, all present were in favor. Bills were approved.

CORRESPONDENCE

RFP – Pest Control & Extermination Services

RFP – Elevator Service & Maintenance

RFP – Unarmed Security Guard Service

Email from LHA to Kencor Elevator Systems

Note of appreciation from client

REPORTS OF COMMITTEES - None**EXECUTIVE DIRECTOR'S REPORT**

Mr. Parsons presented the Board with his Executive Directors report. Mr. Parsons reviewed the report that was provided to the Board regarding the HPAC and COC presentation from the last meeting. Mr. Parsons' recommendation is to set a 10% limited set aside (which would be approximately six vouchers from choice voucher and 3 vouchers from project base annually). After brief discussion, the Board agreed that it would be ideal to accept an individual that has supportive services already in place and Mr. Parsons feels that it is critical for the HCV to be a part of the preference, restricting it to the RAD housing restricts it to only senior/disabled which greatly shrinks the population of people we would be able to serve. The Board agreed to form a committee to work together to create an action plan for the Board to review. A committee consisting of Mr. Stafford-Smith, Ms. Douglas and Ms. Caldwell was formed and will schedule a time to meet for further discussion.

REPORT OF ATTORNEY

Mr. Corrison stated that the final revisions to the LHA Bylaws were completed. The Board was also briefed regarding two policies that will need to be adopted. The State has mandated all public employers to have a policy in place to accept reports and provide assistance to people who work for the agency that are experiencing Domestic Violence. There is also a policy that is required under JIF guidelines that government employees are legally required to report suspected child abuse. This protects children which may be on authority sites or may become in contact with any member of the authority.

LHA BUDGET REPORT

The budget report was not provided due to the year-end closing still in process.

REPORT OF TOWNSHIP LIAISON - None**OLD BUSINESS****a. HPAC - Request for Homeless Preference:**

The Board formed a committee to schedule a time to meet for further discussion.

b. FSS Action Plan amendment:

Mr. Parsons briefly reviewed the previous discussions to change the current slots from 30 to 40. The

increase will allow removal of the current waiting list and account for the FUPY Program that over the course of a number of years will be enrolling into the FSS Program. Mr. Ganzweig made a recommendation to add verbiage to state that if the plan reaches a level of 35 participants in the FSS Program, that the Board be notified so it can be reviewed.

A motion was made by Mr. Ganzweig to make a policy that when the FSS Program reaches a level of 35 participants that the Board should be notified to discuss the size of the program. Ms. Caldwell seconded the motion. All present were in favor.

A motion was made by Mr. Ganzweig to amend the FSS Action Plan increasing the current slots from 30 to 40 and to submit the request to HUD for approval. Ms. Caldwell seconded the motion. All present were in favor.

NEW BUSINESS - The following new business came before the Board:

a. Resolutions:

Resolution 5257: Full-Time Case Worker. Motion to approve made by Mr. Rennert, seconded by Mr. Ganzweig. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Medina, Ms. Douglas and Mr. Rennert. Resolution 5257 was approved.

Resolution 5258: Hiring IPA for 2019 Audit. Motion to approve made by Mr. Rennert, seconded by Ms. Caldwell. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Medina, Ms. Douglas and Mr. Rennert. Resolution 5258 was approved.

Resolution 5259: Amending Bylaws of the LHA. Motion to approve made by Mr. Ganzweig, seconded by Ms. Douglas. On roll call approving, Mr. Stafford-Smith, Mr. Ganzweig, Ms. Caldwell, Ms. Douglas and Mr. Rennert. Ms. Medina voted no. Resolution 5259 was approved.

b. Additions:

1. Personnel Matter – Closed Session

Terms of employment for the Executive Director

ANY OTHER BUSINESS THAT MAY PROPERLY COME BEFORE THE BOARD - None


COMMENTS FROM HOUSING AUTHORITY RESIDENTS - None

COMMENTS FROM COMMISSIONERS - None

ADJOURNMENT

Motion to adjourn was made by Mr. Ganzweig, seconded by Mr. Rennert. All present voted to adjourn at approximately 7:06 pm.

I hereby certify that the above is a true copy of the Minutes of the Regular Meeting of the Board of Commissioners of the Housing Authority of the Township of Lakewood, County of Ocean, State of New Jersey, as held on Tuesday, February 25th, 2020.



Scott Parsons, Secretary
Acting Executive Director