

HOUSING AUTHORITY OF BERGEN COUNTY
One Bergen County Plaza, Hackensack, New Jersey

MINUTES OF ZOOM VIRTUAL MEETING OF JULY 23, 2020

THESE MINUTES ARE NOT VERBATIM BUT ARE INSTEAD A SYNOPSIS OF WHAT TRANSPIRED AT THE REGULAR MEETING OF JULY 23, 2020 – A ZOOM VIRUTAL MEETING OF THE HOUSING AUTHORITY OF BERGEN COUNTY BOARD OF COMMISSIONERS

PRESENT:

Commissioner Peter Caminiti, Sr.	Lynn Bartlett, Executive Director
Commissioner Angelo D’Arminio, Jr.	Vincent Bufis, Field Operations Director
Commissioner Joanne English-Rollieson	Al Restaino III, Accounting Manager
Commissioner Junior Hernandez	Esther Gatria, HR Manager
Commissioner Daniel Ortega	Julia Orlando, BCHHH Director
Commissioner Danielle Peterson	Shahin Rahvar, Asst. Dir. Rental Pgm
Terrence Corrison, General Counsel	

ABSENT: None

CALL TO ORDER

The meeting to order at 5:32pm. Executive Director Lynn Bartlett read the following statement:

Consistent with the Byron M. Baer Open Public Meetings Act: P.L.1975c231 - All meetings of public bodies shall be open to the public at all times. Notice of the virtual meeting schedule of the HABC Board of Commissioners setting forth the date, time and hyperlink information was posted by The Record on April 21, 2020. The same notice was posted on the Authority website and provided to the County Clerk for posting at the County Administration Building on April 17, 2020. The minutes of this regular meeting will be available following the next regularly scheduled meeting.

PLEDGE OF ALLEGIANCE

Executive Director Bartlett led all in the pledge of allegiance.

ROLL CALL

Upon roll call Commissioners Caminiti, D’Arminio, Hernandez, Ortega and Peterson were all present. Commissioner English-Rollieson was absent upon roll call

MINUTES

The Chairman asked for a motion to approve the regular meeting minutes of the June 2020 meeting of the HABC Board of Commissioners. Motion was made by Commissioner Peterson and seconded by Commissioner Hernandez; upon roll call the motion carried unanimously.

ROLL CALL VOTE:

Caminiti – YES
D’Arminio – YES
English-Rollieson - ABSENT
Hernandez – YES
Ortega – YES
Peterson – YES

EXECUTIVE DIRECTOR REPORT

Director Bartlett stated she did not have any additions to the Executive Director report. She explained that there were two additional resolutions that were added to the agenda which she circulated prior to the meeting via email. Ms. Bartlett explained that she was remiss in including the resolutions that pre-approve the bills for the HABC and the bills for the HDC for the month of August which are typically done to ensure normal operations continue though the Board has a summer recess and does not meet again until September. For the benefit of everyone in attendance she read each of the additional resolutions aloud.

There were no questions.

Commissioner English-Rollieson joined the meeting.

ATTORNEY REPORT

Terry Corrison reported two of the resolutions 57 and 58. Policy protecting and safe treatment of minors explaining that we are not dealing with considerable numbers of minors on HABC properties for programming. Some minors in family housing in Mahwah, none in Ramsey. Mr. Corrison explained that the model policy provided by the PHAJIF is in response to NJ laws permitting minors to sue public entities or supervisory bodies that run programs that don't take preventive safety measures to protect the minors that participate in the program. He stated that the HABC has taken the comprehensive model policy of PHAJIF and adapted to HABC operations. Mr. Corrison specifically point out page 9 Section V which states:

"Under New Jersey Law, an official may be held liable for the abuse or neglect of a child if he or she fails to implement appropriate safeguards to protect the child while the minor has been entrusted to the care of the Authority. Most importantly, recent changes in the law in New Jersey extended the statute of limitations for child abuse and neglect cases substantially, thus placing local officials and employees at a far greater risk.

A valid cause of action can be filed by an alleged victim well after the official has left office. It is, therefore, critically important for officials to establish and monitor policies and procedures designed to safeguard minors entrusted to the care of the Authority."

Though HABC does not have minors entrusted to our care, he explained, we want to make sure HABC has policies in place. Officials including Commissioners are required to participate and complete training course and updated courses to be able signs of abuse, protecting minors. The Board is also required to meet annually to review the policy and to verify adherence as well as perform random testing to ensure compliance.

Mr. Corrison then explained Resolution 2020-58. This policy is a public employer domestic violence policy intended to safeguard staff who may encounter domestic violence outside of work. Under the policy two staff members are identified for outreach and contact by staff for the purpose of being able to assist any staff member with an issue, connecting them to appropriate supports, legal counsel etc. Mr. Corrison pointed out that the HABC is state mandated to adopt the policy and language.

Lastly, Terry informed everyone that Governor Murphy extended the prohibition against lockout through end of October. This action recognizes the financial effects of the pandemic and is a pretty significant tenant protection.

There were no questions.

Commissioner D'Arminio was having significant audio issues which Ms. Bartlett worked to address. Commissioner D'Arminio momentarily left the meeting to rejoin hoping to resolve his audio connection issues.

PUBLIC MEETING

Chairman Ortega then requested a motion to open the meeting to the public. Commissioner Caminiti made the motion and was seconded by Commissioner Peterson to open the meeting to the public that carried unopposed.

Ms. Bartlett confirmed that there were no members of the public participating in the meeting call. Seeing there was no one from the public a motion was made by Commissioner Caminiti and seconded by Commissioner Peterson to close the meeting to the public that carried unopposed.

CONSENT AGENDA

Chairman Ortega asked for a motion to approve the consent agenda, resolutions 2020-55 through 2020-65.

DISCUSSION: Chairman Ortega asked Mr. Corrison to address the last resolution. Mr. Corrison asked to confirm Resolution 2020-63, asking if it was being left on the Consent Agenda. Chairman Ortega directed that it would be removed for now.

Mr. Corrison explained that the resolution in question is to approve the Executive Director contract. He explained the Personnel Committee would be meeting next week to discuss and review the terms of the contract; this was confirmed by Chairman Ortega.

Motion was made by Commissioner Peterson and seconded by Commissioner Caminiti, to approve Resolutions 2020-55 through 2020-62, remove Resolution 2020-63 and add Resolutions 2020-64 and 2020-65.

A. Resolution 2020-55

Resolution approving the routine expenditures for the HABC for the period of 6/17/20-7/15/20

B. Resolution 2020-56

Resolution approving the routine expenditures for the HDC for the period of 6/17/20-7/15/20

C. Resolution 2020- 57

Resolution adopting a policy addressing the protection and safe treatment of minors

D. Resolution 2020-58

Resolution adopting the State of New Jersey public employer domestic violence policy

E. Resolution 2020-59

Resolution authorizing the write-off of uncollected debt for Continuum of Care program funds

F. Resolution 2020-60

Resolution approving an extension of elevator servicing contract to Standard Elevator for Brookside Gardens, Franklin Heights and Hasbrouck Heights Senior Housing

G. Resolutions 2020-61

Resolution approving an extension of elevator servicing contract to CESCO for Ridgecrest

H. Resolution 2020-62

Resolution awarding HVAC contract services to Reiner

~~**I. Resolution 2020-63**~~

~~Resolution approving the renewal and execution of an employment agreement with Lynn Bartlett~~

J. Resolution 2020-64

Resolution pre-approving the bills for the HABC for the month of August 2020

K. Resolution 2020-65

Resolution pre-approving the bills for the HDC for the month of August 2020

ROLL CALL VOTE:

Caminiti – YES

D’Arminio – YES

English-Rollieson - YES

Hernandez – YES

Ortega – YES

Peterson – YES

New Business

Terry Corrison then asked for dates the first week of August that the Commissioners would be available to schedule a Special Meeting of the Board of Commissioners. He suggested 5pm on Tuesday, August 4th. All confirmed that date and time were acceptable for scheduling.

Mr. Corrison confirmed that the Authority would send notice and publish notice publicly.

Ms. Bartlett then attempted to address Commissioner D’Arminio’s audio connect issues. He called her cell phone directly and she relayed his questions to the Board. Ms. Bartlett relayed that Commissioner D’Arminio asked when the Board could meet in person. She explained to all that One Bergen County Plaza, the normal site for HABC Board meetings remains closed to the public. She relayed that the Board of Elections was holding meetings and Ms. Bartlett explained that she would follow up with the County of Bergen relative to the request.

Ms. Bartlett then put Commissioner D’Arminio on speaker so that all could hear his questions. He then asked the purpose of the meeting on August 4th. Mr. Corrison explained that the meeting would be to discuss and approve a multi-year contract for the ED. He furthered that it would be the only item on the agenda. Commissioner D’Arminio asked if Board members would see contract before the meeting date, which Mr. Corrison confirmed, explaining that it would be circulated to all members.

Chairman Ortega then pointed out there is a telephone number in the meeting invitation that Commissioner D’Arminio could use to call in to participate that would resolve his audio issues. It was agreed by all that the issue could be resolved for full participation in the August 4th Special meeting.

Seeing no further business to discuss Commissioner Caminiti moved to adjourn the meeting at 5:56pm which was seconded by Commissioner English-Rollieson and unanimously carried.

Prepared by: Lynn Bartlett