

MINUTES OF A WORK SESSION MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON FEBRUARY 11, 2025 AT 70 SOUTH BURNETT STREET, EAST ORANGE, NEW JERSEY.

1. OPEN PUBLIC MEETING ACT & ROLL CALL

The meeting was called to order at 6:15PM by Chairperson Shaw. The Open Public Meeting Act was read by the Secretary.

PRESENT:

Chairperson Fred Shaw
Commissioner W.G. Harris
Commissioner Maria Moss
Commissioner Walter Waters
Commissioner Beth Coleman

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Celeste Spivey, HR Generalist
Ms. Tuesday Whitney, FSS Coordinator
Ms. Ashley Mitchell, Asst. Property Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. OPEN DISCUSSION

Chairperson Shaw asked why is the Newark Fire Department doing work in East Orange. Mr. Gill responded that it is not the fire department, but a different business with "Newark" in its name.

Commissioner Harris asked about a payment to Management Computer Services. Mr. Gill responded it's for software, training, etc., and there is a one time fee for the software conversion. There

will be a follow up maintenance contract for approximately \$40k per year.

Commissioner Harris asked about a bio hazard cleanup in 4H. Mr. Gill responded there was a resident that passed away and a cleanup was necessary due to bodily fluids.

3. ADJOURNMENT

Work Session was adjourned at 6:35 PM.

REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE EAST ORANGE HOUSING AUTHORITY, HELD ON FEBRUARY 11, 2025 AT 70 SOUTH BURNETT 160 HALSTED STREET, EAST ORANGE, NEW JERSEY

The Board of Commissioners of the Housing Authority of the City of East Orange met in a Regular Meeting, on the 11th day of February, 2025. Chairperson Fred Shaw called the meeting to order at 7:00 PM.

This meeting is called to order and is being conducted in conformity with the Open Public Meeting Act. Notice of this meeting was e-mailed to the Worrell Community Newspapers (EAST ORANGE RECORD) and NJ Advance Media (STARLEDGER) on December 12, 2024. This notice was emailed to the City Clerk Office and Public Information Office of the City of East Orange on December 29, 2024. This notice was posted at the Administrative Office and the Authority's two public housing developments and the EOHA website on December 29, 2024.

PRESENT:

Chairperson Fred Shaw
Commissioner Walter Waters
Commissioner W.G. Harris
Commissioner Maria Moss
Commissioner Beth Coleman

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Tuesday Whitney, FSS Coordinator
Mr. Ronald Hunt, Esq., Legal Counsel

PUBLIC NOTICE OF REGULAR MEETING

TO: BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE, CITY CLERK OF EAST ORANGE, EAST ORANGE RECORD AND NEWARK STAR LEDGER

Notice is hereby given pursuant to the Open Public Meetings Act, that a Regular Meeting of the Board of Commissioners of the Housing Authority of the City of East Orange, will be held on February 11, 2025, for the purpose of acting upon:

2025-04 AUTHORIZING OR RATIFYING PAYMENT OF THE BILL LIST FOR THE MONTH OF JANUARY 2025

2025-05 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2025

2025-06 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2025

2025-07 RESOLUTION ELECTING COMMISSIONER WATERS FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 2025

2025-08 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A ONE (1) YEAR AGREEMENT FOR GENERAL LEGAL SERVICES WITH HUNT, HAMLIN & RIDLEY

2025-09 RESOLUTION AWARDING A CONTRACT TO GIAMPAOLO & ASSOCIATES FOR PROFESSIONAL AUDITING SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM AND HOUSING

CHOICE VOUCHER PROGRAM FOR THE FISCAL YEAR 2024 IN AN AMOUNT OF \$14,775.00

- 2025-10 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPOINT TUESDAY WHITNEY AND FRENDY DE LEON AS AUTHORIZED STAFF PERSONNEL FOR THE CONGREGATE HOUSING SERVICES PROGRAM AND TO ADOPT THE NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION FOR THE APPOINTMENTS
- 2025-11 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH INSPIRE MILLBURN FOR PROVISION OF SOCIAL SERVICES, VOLUNTEERING AND COMMUNITY ENGAGEMENT AND HOMELESSNESS SUPPORT TO EAST ORANGE HOUSING AUTHORITY RESIDENTS AND HOMELESS INDIVIDUALS OF THE EAST ORANGE COMMUNITY
- 2025-12 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A PROGRAM AGREEMENT WITH THE COMMUNITY FOODBANK OF NEW JERSEY (CFBNJ) FOR PROVISION OF NUTRITION PROGRAMS AND EDUCATION TO THE EAST ORANGE HOUSING AUTHORITY RESIDENTS ONLY
- 2025-13 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH CAREPOINT LAB/ASAP RESULTS (ASAP) TO ESTABLISH AN ON-SITE, OUTPATIENT MEDICAL CLINIC TO PROVIDE ROUTINE, PRIMARY, URGENT AND SPECIALIZED CARE TO THE EAST ORANGE HOUSING AUTHORITY RESIDENTS ONLY

And for the purpose of transacting any other business related hereto or which may properly come before each meeting.

1. **OPEN PUBLIC MEETING ACT and ROLL CALL**

PRESENT:

Chairperson Fred Shaw
Commissioner Walter Waters
Commissioner W.G. Harris
Commissioner Maria Moss
Commissioner Beth Coleman

ABSENT:

Commissioner Nicole Amos

ALSO PRESENT:

Mr. Wilbert Gill, Executive Director
Ms. Eva Irby, Asst. Mgr. at Vista Village
Ms. Celeste Spivey, HR Generalist
Ms. Ashley Mitchell, Asst. Property Manager
Ms. Tuesday Whitney, FSS Manager
Mr. Ronald Hunt, Esq., Legal Counsel

2. **MINUTES**

MOTION: Commissioner Harris moved to approve the minutes of the previous meeting in January of 2025. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.
Nays: None.
Abstentions: None.

The Resolution was approved 5-0-0.

3. APPROVAL OF THE BILLS

MOTION: Commissioner Waters moved to approve the payment of the bills for January 2025. Commissioner Harris seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

4. VISITORS

Shikha Agrawal and **Saina Balsara** presented information about their non-profit organization Inspire Millburn.

Valerie Ragland spoke about the concerns in the building regarding transportation for shopping, fixing the front door, extra space in the building, a new television, tables and chairs.

Susan Cain asked about getting her oven fixed.

Arthur Ellis, Apt. 8B, asked about lights for his apartment.

Johnnie Mae Goode, Apt. 1U, asked about Section 8 regulations and about having more meetings at 70 South Burnett Street.

Louise Parris, thanked the board for putting social workers in the building.

5. REPORTS

COMMITTEE REPORTS

REAL ESTATE DEVELOPMENT: There was no report.

FINANCE: There was no report.

BUILDINGS & GROUNDS: There was no report.

BY-LAWS & PROCUREMENT: There was no report.

PERSONNEL: There was a report.

NON-PROFIT COMMITTEE: There was no report.

EOHCDC BOARD OF DIRECTORS: There was no report.

LEGAL REPORT (Board Attorneys)

There was no report.

EXECUTIVE DIRECTOR

Mr. Gill highlighted his report and answered questions from the Commissioners.

Ms. Spivey highlighted her report and answered questions from the Commissioners.

Ms. Whitney highlighted her report and answered questions from the Commissioners.

Ms. Mitchell highlighted her report and answered questions from the Commissioners.

Ms. Irby highlighted her report and answered questions from the Commissioners.

6. OLD BUSINESS

There was no Old Business.

7. NEW BUSINESS

Mr. Gill addressed correspondence from a landlord who is out of compliance. There was information requested from the landlord and she is looking to be reinstated into the program.

8. RESOLUTIONS

NOMINATIONS FOR OFFICERS

Commissioner Harris moved to nominate Commissioner Shaw for Chairman of the EOHA. Commissioner Waters seconded. There were no other nominations.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The motion was approved 5-0-0.

Commissioner Waters moved to nominate Commissioner Harris for Vice-Chairman of the EOHA. Commissioner Shaw seconded. There were no other nominations.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The motion was approved 5-0-0.

Commissioner Shaw moved to nominate Commissioner Waters for Treasurer of the EOHA. Commissioner Harris seconded. There were no other nominations.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The motion was approved 5-0-0.

Nominations for officers were closed.

2025-05 RESOLUTION ELECTING COMMISSIONER SHAW FOR THE POSITION OF CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2025

2025-06 RESOLUTION ELECTING COMMISSIONER HARRIS FOR THE POSITION OF VICE-CHAIRPERSON FOR THE BOARD OF COMMISSIONERS FOR 2025

2025-07 RESOLUTION ELECTING COMMISSIONER WATERS FOR THE POSITION OF TREASURER FOR THE BOARD OF COMMISSIONERS FOR 2025

MOTION: Commissioner Waters moved to approve the Resolutions for all of the nominated commissioners. Commissioner Harris seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolutions were approved 5-0-0.

2025-08 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A ONE (1) YEAR AGREEMENT FOR GENERAL LEGAL SERVICES WITH HUNT, HAMLIN & RIDLEY

MOTION: Commissioner Waters moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2025-09 RESOLUTION AWARDING A CONTRACT TO GIAMPAOLO & ASSOCIATES FOR PROFESSIONAL AUDITING SERVICES OF LOW INCOME PUBLIC HOUSING PROGRAM AND HOUSING CHOICE VOUCHER PROGRAM FOR THE FISCAL YEAR 2024 IN AN AMOUNT OF \$14,775.00

MOTION: Commissioner Waters moved to approve the resolution. Commissioner Coleman seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2025-10 RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPOINT TUESDAY WHITNEY AND FRENDY DE LEON AS AUTHORIZED STAFF PERSONNEL FOR THE CONGREGATE HOUSING SERVICES PROGRAM AND TO ADOPT THE NJ STATE DEPARTMENT OF HUMAN SERVICES STANDARDIZED BOARD RESOLUTION FOR THE APPOINTMENTS

MOTION: Commissioner Harris moved to approve the resolution. Commissioner Waters seconded. There were no questions.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

2025-11 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF THE CITY OF EAST ORANGE TO ENTER INTO A MEMORANDUM OF UNDERSTANDING WITH INSPIRE MILLBURN FOR PROVISION OF SOCIAL SERVICES, VOLUNTEERING AND COMMUNITY ENGAGEMENT AND HOMELESSNESS SUPPORT TO

**EAST ORANGE HOUSING AUTHORITY RESIDENTS AND
HOMELESS INDIVIDUALS OF THE EAST ORANGE COMMUNITY**

MOTION: Commissioner Harris moved to approve the resolution. Commissioner Waters seconded.

Commissioner Harris asked when they would be coming. Ms. Whitney responded that they will be coming to 160 the last Saturday of the month. Their time will be expanded in the future.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-12 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO ENTER INTO A PROGRAM
AGREEMENT WITH THE COMMUNITY FOODBANK OF NEW
JERSEY (CFBNJ) FOR PROVISION OF NUTRITION PROGRAMS
AND EDUCATION TO THE EAST ORANGE HOUSING AUTHORITY
RESIDENTS ONLY**

MOTION: Commissioner Harris moved to approve the resolution. Commissioner Waters seconded. There were no questions.

Commissioner Harris asked how many meals they would be bringing. Ms. Whitney explained that this is a nutrition program, so they will not be bringing meals regarding this resolution.

ROLL CALL:

Ayes: Shaw, Coleman, Waters, Moss, Harris.

Nays: None.

Abstentions: None.

The Resolution was approved 5-0-0.

**2025-13 RESOLUTION AUTHORIZING THE HOUSING AUTHORITY OF
THE CITY OF EAST ORANGE TO ENTER INTO A MEMORANDUM
OF UNDERSTANDING WITH CAREPOINT LAB/ASAP RESULTS
(ASAP) TO ESTABLISH AN ON-SITE, OUTPATIENT MEDICAL
CLINIC TO PROVIDE ROUTINE, PRIMARY, URGENT AND
SPECIALIZED CARE TO THE EAST ORANGE HOUSING
AUTHORITY RESIDENTS ONLY**

Resolution tabled.

9. ADJOURNMENT

Commissioner Harris moved to adjourn. Commissioner Waters seconded. By unanimous acclamation the meeting was adjourned at 8:44pm.