



**The Housing Authority of
Gloucester County**
ANNUAL BOARD MEETING
SEPTEMBER 28TH, 2016

An Annual Meeting of the Housing Authority of Gloucester County was held in the Joseph A. Reed Board Room, Nancy J. Elkins Seniors Housing; located at 100 Pop Moylan Blvd. Deptford, New Jersey, on SEPTEMBER 28TH, 2016, beginning at 4:30 P.M.

ROLL CALL:

The Secretary (Kimberly Gober) called the roll and the following answered "aye":

- ✓ Chairman William W. Bain, Jr.
- ✓ Commissioner Betty Jane Purnell
- ✓ Commissioner John Giovannitti
- ✓ Commissioner Frank Smith (via phone)
- ✓ Commissioner Scott Kintzing (via phone)
- ✓ Commissioner Brenden Garozzo
- ✓

And the following was absent:

- ✓ Vice Chairman Daniel Reed

The Secretary notified the Chair that a quorum is present.

Also in attendance were:

- ✓ Kimberly Gober, Executive Director
- ✓ Jeff Daniels, Esq., Solicitor
- ✓ Jessica Laine, Esq., Assistant to the Executive Director
- ✓ Stella Barnes, Administrative Assistant
- ✓ Nelly Rojas, Administrative Aide
- ✓ Grace Seeney, Accountant
- ✓ Chris Grupico, Finance Director

SOLICITOR:

□ The Solicitor stated "In accordance with the Open Public Meetings Act of 1975, this meeting is called to order pursuant to notice of Annual Meeting, a copy of which has been made available to newspapers of general local public circulation, a copy of which has been made available to the Clerk of Gloucester County, and a copy of which has been posted publicly in accordance with the law."



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CHAIRMAN:

Submission of the Annual Agency Plan to HUD for the Fiscal Year 2017.

Motion to open to the Public:

MOTION: COMMISSIONER BRENDAN GAROZZO

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners in favor

PUBLIC PORTION:

Submission of the Annual Agency Plan to HUD for the Fiscal Year 2017. Seeing no one from the public, the Chairman requested a motion for the Public Hearing to close

Motion to close:

MOTION: COMMISSIONER BRENDAN GAROZZO

SECOND: COMMISSIONER FRANK SMITH

All commissioners in favor. Public Portion is closed.

The Chairman asked for a motion from the Board to approve submission of the Agency Plan: Resolution #16-71 & #16-72

Motion to approve:

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER BRENDAN GAROZZO

All Commissioners in favor. Motion approved.

The Chairman opens the meeting to the Public for Agenda Items only. Seeing no one from the public, the Chairman requested a motion to close.

Motion to close:

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER BRENDAN GAROZZO

All commissioners in favor.

CORRESPONDENCE AND REPORTS:

- A. Review and Action of Minutes –August , 2016
- B. Consider Interim Bill List, 16-09 Sections A, B, C, D
- C. Consider Bill List 16-09 Sections, E,F, G,H
- D. Consider Ratification of GCHDC, Seniors, Shepherd’s Farm, eMurphyg, Inc., PMURC, Inc. Sections A,B,C,D, E,F
- E. Consider Acknowledgment of Pop Moylan, Colonial Park LP Sections G,H, I,



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DIRECTOR'S REPORT – AUGUST 2016

- PHAS score – HAGC received a letter on September 28th, 2016 from HUD Newark with a laundry list of things HAGC should do to revise the PHAS score. We will mail this document to Commissioner Smith. Executive Director Kim Gober attended a two day seminar in Philadelphia provided by HUD and met DJ Levoy, Assistant Secretary for REAC. The letter from HUD Newark was shown to Mr. Levoy and he seemed somewhat puzzled because HUD has not evaluated our financial statements yet. He requested that the Executive Director forward emails she has to him on this subject and he would look into it. Kim reached out to Tina Loman, the individual at HUD Newark who generated the letter to HAGC. Ms. Loman retrieved HAGC's status and reported we are in review now.

There is a draft response to this letter that will be sent out and it seems we are making some progress. Hopefully next month the Executive Director can report the final PHAS score to the Commissioners.

- The Annual Plan is a required document for HUD. Two of the Policies in the Plan are being adjusted.
 1. Grievance Policy: HAGC extended the time to a firm 30 day deadline. We also modified the policy reflecting the streamlining rule from HUD.
 2. Section 8 Administrative Plan: revised to reflect the streamlining rule and more protections and rights for VAWA as well as the American with Disabilities Act.

The procedures practiced for overnight guests and live in aides were revised as well.

Commissioner Garozzo and Commissioner Purnell both questioned how HAGC handles the live-in aide situation. It is a challenge.

In the policy, if someone requests a live in aide:

1. Verify disability with the doctor under the ADA.
2. Screening the aide to insure that the person is certified. Live in aide is a defined term and means that aide is solely in the unit to provide for the care of the tenant. If they are solely there to provide for the tenant, their income is not counted in the rent. If they are living there, and their only purpose is not taking care of the tenant, their income is counted in the rent.

Commissioner Scott Kintzing has joined the meeting via phone, and was in support of the Agency Plan.

Commissioner Smith offers that he does not see additional revenue for the extra work that HUD expects from our employees. Executive Director Gober states



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the budget does not permit for it. A new proposed Administrative Fee formula has been presented by HUD. HUD presented the formula as a current prorated Admin fee instead of a fully funded Admin Fee. PHADA was not happy and voiced that. PHADA's comparison showed the prospective proration. The Executive Director brought our issues (GASB 68, health insurance) up to HUD at the seminar in Philadelphia and those types of items are being considered in the new formula. They are talking about it. It is costing us more money than we have and some revisions need to be made. Congressional Appropriation issues current as of yesterday (September 27th, 2016) :

1. Flint Michigan
2. Louisiana Flooding
3. Zika Virus

The temporary budget is only good to December 15th, 2016.

Commissioner Kintzing stated that the GASB 68, in banking life, Counties and School Districts are dealing with the same thing on a much larger scale. The largest amount he has seen is \$29 million. Bankers are acknowledging this. Across the board creditors understand. In three of the four entities he has dealt with, Bowman was the auditor and they seem to be experts on this issue. He is very comfortable with them.

Nina Sorrelle of Bowman previously stated that the State is trying to fix this. Chris Grupico informed us that the state has informed us that we have to book this. There is nothing we can do. The number is \$7.2 million currently.

Commissioner Purnell would like to acknowledge employee Helen Kelly Mills. She is an employee who goes above and beyond in her job description. Commissioner would like to send her a commendation letter and to have it put in her file. The Chairman would like the Executive Director to write the letter.

Motion to approve the CORRESPONDENCE AND REPORTS

MOTION: COMMISSIONER

SECOND: COMMISSIONER

All commissioners in favor



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RESOLUTIONS:

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- | | |
|--------------|---|
| 16-73 | RESOLUTION REVISING CAP FUND BUDGET 2015 |
| 16-74 | RESOLUTION APPROVING THE GLOUCESTER COUNTY SHARED SERVICE AGREEMENT (ATTACH CERT OF INSURANCE) |
| 16-75 | RESOLUTION HONORING WAYNE FISHER |
| 16-76 | RESOLUTION ADOPTING REVISED GRIEVANCE PROCEDURE POLICY |
| 16-77 | RESOLUTION ADOPTING REVISED SECTION 8 ADMINISTRATIVE PLAN |
| 16-78 | RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR TESTING OF FIRE ALARMS AND SPRINKLER SYSTEMS
CARINO PARK APARTMENTS |
| 16-79 | RESOLUTION AUTHORIZING EXECUTION OF CONTRACT FOR TESTING OF FIRE ALARMS AND SPRINKLER SYSTEMS
DEPTFORD PARK APARTMENTS |
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Motion to approve the AGENDA:

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER FRANK SMITH

All commissioners in favor

PUBLIC PORTION:

Open for any questions to the Board. Seeing no Public, the Public Portion is closed.

Motion to close:

MOTION: COMMISSIONER BRENDEN GAROZZO

SECOND: COMMISSIONER JOHN GIOVANNITTI

All commissioners in favor

ADJOURNMENT:

A motion to adjourn:

MOTION: COMMISSIONER JOHN GIOVANNITTI

SECOND: COMMISSIONER BRENDEN GAROZZO

All commissioners in favor

Respectfully submitted,

Kimberly Gober, Secretary

Dated: October 11th, 2016