

**HOUSING AUTHORITY OF THE CITY OF JERSEY CITY  
BOARD OF COMMISSIONERS MEETING MINUTES  
October 2, 2024**

**Attendees:**

Chairman, Jeffrey Dublin Vice-Chairman, Shawn Prince Commissioner Brenda Dawson Commissioner Hector Fuentes Commissioner Amy Herbold Commissioner Jennifer Moore – <b>ABSENT</b> Gregory Randazzo, Esq., Legal Counsel Stephen Cea, Executive Director/Secretary to the Board Carmen Carrillo, Assistant Secretary to the Board – <b>ABSENT</b> <b>Summary updated per Stenographers' minutes</b>	Arlyn Agustin, Chief Financial Officer - <b>ABSENT</b> Patricia Ramirez, Director HCV/Sec. 8 Program Nehru Nadella, Director of IT Kenneth Pinnock, Director of Purchasing - <b>ABSENT</b> Antoin Evans, Regional Director of Asset Mgt. Doreen Tucker, Director of Human Resources Luz Santana, Director of Compliance - <b>ABSENT</b> Trena Hinton, Director of Rece - <b>ABSENT</b> Sandy Santos Garcia, Director of Development – <b>ABSENT</b> Elizabeth Phillips-Lorenzo, Chief of Staff
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**Call to Order**

Chairman Jeffrey Dublin called the meeting of the Board of Commissioners of the Housing Authority of the City of Jersey City to order at 6:00 p.m. on Wednesday, September 4, 2024, in person. Executive Director Stephen Cea acknowledged that the necessary notices had been published/posted and established that a quorum was present whereupon the Pledge of Allegiance was conducted.

**Public/Guest Participation**

No Public Participation

**Items for Approval**

**The Chairman requested that the Executive Director read the resolutions on tonight's agenda.**

The executive director requested a motion on Item #1, Resolution authorizing a "closed caucus" regarding personnel matters & litigation to not discuss or place at the end of the meeting. Commissioner Amy Herbold made a motion and Chairman Jeffrey Dublin seconded the motion following a roll call of yes votes.

The executive director requested a motion on Item #2, the closed caucus closed minutes of the board of commissioners meeting held on September 4, 2024. Chairman Jeffrey Dublin made a motion and Commissioner Amy Herbold seconded the motion following a roll call of yes votes.

The executive director then requested a motion on Item #3, the "regular board minutes" held on September 4, 2024. Commissioner Amy Herbold made the motion Vice Chairman Shawn Prince seconded the motion following a roll call of yes votes.

The executive director then proceeded by requesting a motion to place Items #4 through #11 onto a consent agenda that he read for the record. Commissioner Hector Fuentes made the motion and Commissioner Brenda Dawson seconded the motion following roll call of yes votes. The executive director then asked if there were any questions/or concerns with any of the following board items that were read onto the record. Having no further questions/comments, the executive director requested a final motion on the consent agenda in which Vice Chairman Shawn Prince made the motion and Commissioner Hector Fuentes seconded the motion with all in favor of yes votes, thus the consent agenda was passed.

Executive Director Stephen Cea was asked to review Matters of Information by the Chairman. Once concluded, Matters of Information ended.

The executive director asked the chairman if they will be conducting "closed caucus" session which was placed at the conclusion of the end of the regular board meeting. Chairman Jeffrey Dublin made a motion not to conduct "closed caucus" and Vice Chairman Shawn Prince seconded the motion at which time they agreed to end the regular board of commissioner's meeting with all in favor of yes.

**BOARD RESOLUTIONS – OCTOBER 2, 2024 REGULAR BOARD MEETING**

- 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 OCTOBER 2024.
- ITEM #5:** RESOLUTION CONFIRMING THE AWARD OF CONTRACT TO ALWAYS SAFE SIDEWALKS FOR SIDEWALK REPAIR AT HOLLAND GARDENS.
- ITEM #6:** RESOLUTION AUTHORIZING THE AWARD OF CONTRACTS TO LAN ASSOCIATES, LS ENGINEERING ASSOCIATES CORP. AND THRIVEN DESIGN FOR ARCHITECTURAL AND ENGINEERING PROFESSIONAL SERVICES AT VARIOUS JCHA SITES ON AN "AS NEEDED" BASIS.
- ITEM #7:** RESOLUTION CONFIRMING THE SUBMISSION OF AN APPLICATION TO THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR VOUCHERS UNDER THE CONTINUUM OF CARE PROGRAM FOR HOMELESS INDIVIDUALS.
- ITEM #8:** RESOLUTION AUTHORIZING THE EXECUTION OF TWO MEMORANDUMS OF UNDERSTANDING FOR THE HOBOKEN SHELTER PROGRAM AND THE HOME AT LAST CONSOLIDATION PROGRAM TO PROVIDE HOUSING AND SUPPORTIVE SERVICES UNDER THE CONTINUUM OF CARE (COC) PROGRAM
- ITEM #9:** RESOLUTION AUTHORIZING THE JERSEY CITY HOUSING AUTHORITY TO CONTRACT WITH EB EMPLOYEE SOLUTIONS, LLC, DBA AS THE DIFFERENCE CARD TO PROVIDE HEALTH REIMBURSEMENT ACCOUNT "HRA" SERVICES.
- ITEM #10:** RESOLUTION CERTIFYING REVIEW BY THE JCHA BOARD OF COMMISSIONERS OF THE FISCAL AND COMPLIANCE AUDIT REPORT OF THE JERSEY CITY HOUSING AUTHORITY FOR THE FISCAL YEAR ENDING MARCH 31, 2023.
- ITEM #11:** RESOLUTION AUTHORIZING THE SUBMISSION OF JCHA'S CY2025 OPERATING SUBSIDY TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD).

**Adjournment**

There being no further business to come before the Board of Commissioners, the executive director asked the chairman to adjourn the Board of Commissioners regular meeting at 6:10 p.m. "Closed Caucus" was not conducted.



Stephen Cea, Executive Director  
Secretary to the Board