

Minutes of the January 24, 2022 Board Meeting

The Regular Meeting of the Englewood Housing Authority was called to order at 7:03 PM by Chairman Aguila, Jr. at the offices of the Englewood Housing Authority, 111 West Street, Englewood, NJ 07631 via conference call and in compliance with NJ electronic meeting regulations. The Executive Director complied with the Open Public Meetings Act and stated that adequate notice of this meeting was provided in the following manner: on January 20, 2022 a notice of the date, time and place of this meeting was sent to the Bergen Record and Star Ledger newspapers and a copy was sent to the City Clerk and also posted on the City's officially designated bulletin board along with EHA's website as per electronic meeting regulations.

Roll call:

Chairman Aguila	Present
Vice Chairwoman Cobb	Present
Commissioner Chaney	Absent
Commissioner Correa	Present (Late Arrival)
Commissioner Gurfein	Present
Commissioner Whilby	Present

Domingo Senande, Executive Director	Present
William Katchen, CPA	Present
Terrence Corrison, Esq.	Present

Minutes

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Gurfein to approve the minutes of the December 20, 2021 Board Meeting. The motion carried with all in favor.

Executive Director's Report

Vincent K. Tibbs Senior Building

- Residents in the hotels
 - As of today, EHA has 42 hotels rooms for Tibbs residents
 - 5 households are at the Hampton Inn Teaneck and the rest are at the Crowne Plaza Englewood
 - EHA has informed all residents at the hotels that FEMA funding for the hotel expires on April 1 and so they must find accommodations prior to that date. EHA has been consistent in our messaging, so this was not new news to the residents.
 - On January 7th, HUD increased the value of our Section 8 vouchers on an emergency basis for our hotel residents so that EHA can house the residents more easily.

- Although we currently have 42 hotel rooms, EHA is only in need of finding approximately 15 apartments by March 31st based on current estimates.
 - However, this assumes, for example, that the approximately 20 already-approved residents for 40 Bennett Road sign leases.
- Covid Testing at the Hotels
 - Community volunteers recently organized to have the residents at the hotels tested for Covid.
 - These volunteers were the same ones that organized holiday gifts and provided winter coats to our residents in December.
 - As of result of the Covid testing, 11 residents tested positive. All are now healthy and out of quarantine.
- Bergen Family Center (BFC)
 - BFC reached out to all Covid-positive residents to meet their needs and to order them food as needed while they quarantined.
 - Beginning January 25th, BFC has coordinated with the County to provide a bus once a week to take our residents from the Crowne Plaza to the ShopRite.
 - BFC has a staff person in place that is assisting EHA in housing all the residents from the hotels.
 - BFC has also provided funding to cover housing expenses such as moving expenses.
 - BFC has been at EHA's side since the September. They have cared for the various needs of our residents even though they are not funded to do so. Our residents have received exceptional care because of organizations like BFC along with volunteers who have stepped up to meet the need.
- Hotel Reimbursement
 - EHA has spent approximately \$1.5M on accommodations. The State, County or City have not yet agreed to be the FEMA applicant so EHA does not yet have a way to get the expenses reimbursed.
- Staffing
 - Since Ida hit, the stress faced by staff on a daily basis has been exceptional for many reasons. Yet, they continue to perform admirably under adverse conditions. The Executive Director hears many compliments from residents directed at our staff's efforts to ensure the residents' well-being.
 - EHA has 2 offices at the Crowne Plaza housing 5 employees. 5 additional employees are located at the Westmoor Gardens Community Room. 2 employees are in the Tibbs Community Room.
 - Once all residents are out of the hotel, EHA will need to find office space for the 5 employees working out of offices in the

hotel. The City of Englewood has offered us space on the 2nd floor which will hopefully accommodate our needs.

- Elevator Replacement
 - A resolution to award the elevator replacement project is on tonight's Board agenda. However, the resolution will be tabled and placed on February's agenda instead given EHA has not yet determined where the funds to rebuild the elevators will come from.
 - The cost to replace the elevators is \$1.13M. However, our insurance company has only initially determined that they will cover \$455K of the associated costs.
 - EHA along with its engineer are in discussions with the insurance company to increase the amount to be covered. EHA will have conference calls with all parties this week.
 - Some of the costs associated with the project are a result of moving the elevator machine room from the basement to the second floor; the cost of which would get covered by FEMA. However, FEMA has not yet completed its assessment of our property.
 - So, given EHA does not yet have a firm handle on what percentage of the \$1.13M will be covered by EHA and FEMA, the resolution awarding the contract will be placed on for consideration later.
 - Of note, it will take at least 12 months from the time of award to get the elevators operational. EHA is attempting to expedite the process so that the project can be awarded as soon as possible.

Request for Proposals (RFPs)

- EHA will go for RFPs in January & February for the following:
 - Risk Manager
 - Auditor
 - Fee Accountant
 - General Counsel
 - Replacement of Electrical System for Vincent K. Tibbs Senior Building

Public Comments

There was no one from the public present to provide public comment.

Resolutions

The resolution awarding the elevator replacement contract was tabled.

A motion was made by Commissioner Whilby and seconded by Commissioner Correa to approve the bills and claims for the month of January. The motion carried with all in favor.

New Business

Terrence Corriston led the Board through the process of its annual reorganization.

Commissioner Cobb nominated Commissioner Aguila, Jr. for Chairman which was seconded by Commissioner Correa. Commissioner Gurfein nominated Commissioner Cobb for Chairwoman but Commissioner Cobb declined the nomination. The motion naming Commissioner Aguila, Jr. as Chairman carried with all in favor.

Commissioner Aguila, Jr. nominated Commissioner Cobb for Vice Chairwoman. Commissioner Gurfein seconded the nomination. The motion was carried with all in favor.

Adjournment

A motion was made by Vice Chairwoman Cobb and seconded by Commissioner Gurfein to adjourn the meeting at 7:45 PM. The motion carried with all in favor.

Respectfully submitted,

Domingo Senande
Executive Director