

**NJNAHRO BOARD MEETING  
THURSDAY, July 21, 2011  
THE RUTGERS CLUB, NEW BRUNSWICK, NEW JERSEY**

**PRESENT:**

**JOHN CLARKE, EXECUTIVE DIRECTOR OF NEW BRUNSWICK HOUSING  
AUTHORITY**

**MARIA MAIO, EXECUTIVE DIRECTOR OF JERSEY CITY HOUSING  
AUTHORITY**

**JOHN MAHON, EXECUTIVE DIRECTOR OF BAYONNE HOUSING  
AUTHORITY**

**VICTOR CIRILO, EXECUTIVE DIRECTOR OF UNION CITY HOUSING  
AUTHORITY**

**JOE BILLY, JR. EXECUTIVE DIRECTOR OF MIDDLETOWN HOUSING  
AUTHORITY**

**LOUIS RICCIO, EXECUTIVE DIRECTOR OF MADISON HOUSING  
AUTHORITY**

**JACK WARREN, EXECUTIVE DIRECTOR OF EDGEWATER HOUSING  
AUTHORITY**

**MADELINE COOK, EXECUTIVE DIRECTOR OF EDISON HOUSING  
AUTHORITY**

**SANDY NIEMIEC, EXECUTIVE DIRECTOR OF SAYREVILLE HOUSING  
AUTHORITY**

**ERIC CHUBENKO EXECUTIVE DIRECTOR CARTERET HOUSING  
AUTHORITY**

**KIMBERLY WOODHULL, EXECUTIVE DIRECTOR OF NEWTON HOUSING  
AUTHORITY**

**DEBORAH HEINZ, DCA**

**DOUGLAS DZEMA, EXECUTIVE DIRECTOR OF PERTH AMBOY HOUSING  
AUTHORITY**

**WILLIAM SNYDER- SERVICE OFFICER**

1. John Mahon called the Meeting to order. Motion was moved and seconded. Everyone present was in agreement.

2. Approval of previous meeting minutes. Motion to approve the minutes moved by John Clarke and seconded by Madeline Cook.  
All in favor.

3. Reports:

Maria Maio – Professional Development- Maria would like to get a list of people who attended the Conference because many of the people weren't from our Board. She thinks it would be a great opportunity to ask people just what kind of training they would like to have. Maria spoke with Asher and there are other courses they can do. When we hear back from those people then we can schedule further training. She said HUD had training in New York for Commissioners and it went well and they would be willing to do it again.

Gary Centinaro- Member Services- Absent

Louis Riccio-Legislature- The legislature passed changes to public employees' pensions and medical benefits. Lou discussed in length the percentage increases to both pensions and medical benefits and how starting in October the increase will take effect to our pensions. He also said how the cola has a sufficient impact on all of us. The Cola has been abolished!

Lou talked about the scholarships. We received ten applications this year. We sent many emails out to Housing Authorities. I went through the applications and based on the criteria, grades, GPA, rank, SAT scores, extra curriculum, community service and essays. We gave out two scholarships in the amount of \$2,000 a year. The first candidate had a 73 average and from Jersey City and the second candidate had a 67 average from Passaic. Lou said he would like to increase the number of scholarships for next year to four.

John Mahon made the motion to expand the number of scholarships to four at \$2,000 a year for four years.

Seconded by John Clarke

All in favor.

Lou said he would like to invite the two candidates to the conference in November. He stated that the website has the general information about the NAHRO Conference to be held on November 16<sup>th</sup>-18<sup>th</sup>, 2011:

Wednesday- Free weatherization Programs in New Jersey

Thursday- David Vargas from HUD Associate Deputy Assistant Secretary will be coming and Wendell Connor, HUD Project Area Manager.

Redo of Bed Bugs with Dr. Wang

John Mahon said he would get in touch with Dr. Wang about a dog.

Anthony Marchetta, Executive Director of NJHMFA

Friday HUD Assistant Secretary for Public & Indian Housing Sandra Henriquez (she will know for sure after Labor Day) and Diane Johnson HUD's State Representative

John Mahon asked if he should reach out to Adolph Carrion.  
Lou Riccio said absolutely.

Deborah Heinz asked if her staff could be invited to the Conference.  
Lou spoke about the REAC Inspections using new rules and are changing continuously.  
One of the problems is we can't keep track of all the changes.  
Victor Cirilo said is he is having training for his staff about pre inspections.  
John Mahon asked if any one got their inspections done yet and what were the results?  
Eric Chubenko said he was down 10 points because two trees were touching the building.  
(we have 47 buildings in all).

Lou Riccio said we have six vendors all ready for the conference and things are looking good.  
John Mahon will forward the MARCO/NAHRO vendor list to Lou so he can see if there are any vendors he doesn't have.

Joe Billy, Jr.-Housing-The 2011 Financials are due tomorrow. Your ACC and your Annual statements are due July 29<sup>th</sup>.

Jack Warren-Insurance- Bridgeton Housing Authority has accepted entrance into the JIF, making us 90 authorities in all. Renewals are due for many agencies, so please get them in as soon as possible.

John Mahon said that at our last JIF meeting it was asked how we can prevent hiring Executive Directors with problems.

Jack Warren asked how does the DCA handle the hiring of Executive Directors and is there a committee?

Deborah Heinz said the DCA does a full back ground check.

Jack Warren asked if work experience was 5 years in the Housing Authority.

Deborah said we verify the education and criminal background.

It was discussed that Boards do the hiring and it is up to them to do research and if a candidate has had problems elsewhere, but no charges were brought, not much could be done. Also, the State has laws about criminal activity and pensions etc.

E Dorothy Carty-Daniels-Commissioner- Absent

Doug Dzema- Treasurer-said the total revenue to date is \$19,000 and that's just on paper we are doing much better than that. Expenses are right in line and after awarding the two scholarships we are in good shape.

Revenue over expenses \$40,000

John Mahon said the only outstanding bill for the MARC/NAHRO should be his reimbursements. That will be taken care of within the next couple of weeks.

Doug Dzema made a motion for approval  
All in favor.

Deborah Heinz- DCA- Well I have good news with the 16 appointments of Commissioners.

John Mahon said that there might be an expansion of courses thru Rutgers for new commissioners.

Doug Dzema asked new courses or additional ones?

John Mahon said additional courses.

Sandy Niemiec-Section 8 and Contract Administration-Bad news with the 83% cut in Section 8. She said John Clarke will be forwarded information with Contract Administration on mod units and HFMA units.

Bill Snyder- Service Officer- The newsletter has been sent to all to proof read. Going to the printer next week. There will be 1500 copies made and will be sending 10 to each Housing Authority. Also, we will be leaving them on the tables at the Conference in November. We are using Clark printing and will be out by mail in August.

The website has been completed. Bill asked for all the minutes from prior meetings and financial statements be sent to him so he can up load them. Also he sent an email today to everyone for photos for the home page and photo gallery. There will be a calendar with the Annual Conference with info and dates. Another page with all the member authorities in alphabetical order. Page with By-laws, Board Members, suggestion box and Annual Conference.

Bill said he is very happy how it turned out and it looks great!

Address-NJNAHRO.org.

It will be linked to other Housing Authorities.

John Mahon asked if there was a way to hook it up to the system we are going to have at the Conference. He thought that it would be a nice way of showing, especially the Commissioners, what's being done.

### **New Business:**

John Mahon asked Lou if he needed us to start submitting pictures to go up on the screens during the Conference. Lou said that we are looking to purchase a LCP Projector this year. Every year we have to rent one at a cost of around \$800.

Madeline cook asked if NJAHRA could share the cost with us.

Lou asked if Sandy and Madeline would look in that purchase, because they do such a great job shopping with tall the coupons for the all the Conferences.

John Mahon said he would like to volunteer to do the 50/50's at the November Conference this year.

John Mahon made motion to adjourn the meeting.

Seconded by John Clarke

All in favor.

Respectfully submitted,

John Mahon

NAHRO/President