

**THE PHILADELPHIA HOUSING AUTHORITY
ANNUAL MEETING OF THE BOARD OF COMMISSIONERS FOR 2025
2013 RIDGE AVE.
PHILADELPHIA, PA 19121
THURSDAY, MAY 21, 2026
AGENDA**

- A. Call to Order** – Lynette M. Brown-Sow, Chair
- B. Remarks** – Kelvin A. Jeremiah, President & CEO
- C. Approval of the Minutes** of the Board Meeting held April 16, 2026 as distributed
- D. New Business**
- 1. RESOLUTION APPROVING LYNETTE M. BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS, AS WELL AS OTHER ELECTED BOARD OFFICERS**

Andrea Bowman
 - 2. RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2027**

Andrea Bowman
 - 3. RESOLUTION ADOPTING THE FISCAL YEAR 2026 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES**

Andrea Bowman
 - 4. RESOLUTION AUTHORIZING CONTRACTS WITH BUREAU VERITAS TECHNICAL ASSESSMENTS LLC AND NOVA GROUP, GBC FOR PHYSICAL NEEDS ASSESSMENTS**

Dave Walsh
 - 5. RESOLUTION AUTHORIZING CONTRACTS FOR SUMMER FOOD PROGRAM SERVICES WITH VICTORIA’S KITCHEN & CATERING AND FOODARAMA PROVISIONS, LLC**

Dave Walsh
 - 6. RESOLUTION AUTHORIZING CONTRACTS FOR WINDOW CLEANING SERVICES WITH TWB ENTERPRISE, WATTS FACILITY SOLUTIONS, AND POWER WASHING PRO, LLC**

Dave Walsh

7. RESOLUTION AUTHORIZING A CONTRACT FOR MEAL DELIVERY SERVICES FOR THE CONGREGATE HOUSING SERVICES PROGRAM AT BENTLEY HALL WITH VICTORIA'S KITCHEN & CATERING

Dave Walsh

8. RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH UNITED CONCORDIA DENTAL INSURANCE COMPANY TO PROVIDE EMPLOYEE DENTAL INSURANCE

Kimberly Woods

9. RESOLUTION AUTHORIZING A CONTRACT WITH STANDARD LIFE INSURANCE COMPANY TO PROVIDE EMPLOYEE GROUP LIFE INSURANCE & ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, EXECUTIVE LONG-TERM DISABILITY, VOLUNTARY DISABILITY, AND SUPPLEMENTAL TERM LIFE INSURANCE POLICIES

Kimberly Woods

10. RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH INDEPENDENCE BLUE CROSS TO PROVIDE EMPLOYEE HEALTH AND PRESCRIPTION DRUG INSURANCE

Kimberly Woods

E. Public Comment Period

RESOLUTION NO. 1

RESOLUTION APPROVING LYNETTE M. BROWN-SOW AS CHAIR AND HERBERT E. WETZEL AS VICE-CHAIR OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS, AS WELL AS OTHER ELECTED BOARD OFFICERS

WHEREAS, the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”) adopted amended By-Laws (“By-Laws”) by Resolution No. 11724, on September 25, 2014; and

WHEREAS, under Section 401 of the By-Laws, “[t]he annual meeting of the Board shall be held in either April or May of each year, at such date and time as designated by the then-Chair,” and this meeting, on May 21, 2026, is the designated Annual Meeting; and

WHEREAS, Section 311 of the By-Laws states that: “The Chair and Vice-Chair shall be elected biennially in even-numbered years at the annual meeting of the Board, starting with the 2016 annual meeting, from among the members of the Board, and shall hold office until the next annual meeting occurring in an even-numbered year or until their successors are elected and qualified. The Secretary, Treasurer and any Assistant Secretary and/or Assistant Treasurer shall be elected at the same time as the Chair and Vice-Chair and shall serve from their respective elections until their successors are elected and qualified. The Chief Executive Officer, the General Counsel, and all other officers appointed by the Chief Executive Officer, shall serve from the date of their appointment until their resignation or until their successors are appointed and qualified;” and

WHEREAS, under the By-Laws, it is required that an election be held at this Annual Meeting for the positions of Chair and Vice-Chair, as well as for the positions of Secretary, Treasurer, Assistant Secretary and Assistant Treasurer (the position of General Counsel being an officer position that is appointed by the President & CEO, not by the Board); and

WHEREAS, the following slate of elected officers for the Board is being proposed, with the President & CEO remaining in his position, for the term indicated in the By-Laws:

Chair	Lynette M. Brown-Sow
Vice-Chair	Herbert E. Wetzel
Treasurer	Celeste C. Fields, Senior Executive Vice President – Chief Administrative and Financial Officer
Secretary	Laurence M. Redican, Senior Executive Vice President – Office of General Counsel, Chief Ethics Officer and General Counsel
Assistant Treasurer	Nnena Ukwa, Vice President of Finance
Assistant Secretary	Andrea Bowman, Corporate Secretary, Deputy General Counsel

BE IT RESOLVED, that the PHA Board of Commissioners hereby elects Lynette M. Brown-Sow as Chair and Herbert E. Wetzel as Vice-Chair and further elects the persons otherwise listed above to their respective Board officer positions, effective immediately, to serve for the terms designated under the By-Laws, as may be amended from time to time, with all other officer positions to remain with the current designees, including Kelvin A. Jeremiah as President & CEO.

RESOLUTION NO. 2

RESOLUTION ESTABLISHING THE SCHEDULE FOR REGULAR MEETINGS OF THE PHILADELPHIA HOUSING AUTHORITY BOARD OF COMMISSIONERS THROUGH MAY OF 2027

WHEREAS, under Section 401 of the amended By-Laws of the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”), as adopted by Resolution No. 11724 on September 25, 2014, the annual meeting of the Board shall be held in either April or May of each year and at the annual meeting, “the Authority shall establish a schedule of its regularly scheduled meetings during the ensuing one-year period;” and

WHEREAS, by Resolution No. 12348, adopted by the Board on May 16, 2025, the Board established its schedule of regularly-scheduled meetings a twelve-month period, which included this meeting; and

WHEREAS, this Board meeting is the Annual Board meeting for 2026; and

WHEREAS, Section 709 (a) of the Sunshine Act, 65 Pa.C.S.A. §§ 701–716 (“Sunshine Act”), as amended, requires, *inter alia*, public notice of an agency’s first regular annual meeting and that the agency “shall give public notice of the schedule of its remaining regular meetings;” and

WHEREAS, from this date until the next Annual Board meeting, which is to be held in April or May of 2027, the Board wishes to have the following regularly-scheduled Board meetings on the following dates, unless changed by public notice at least two days (48 hours) prior to the meeting (with special meetings requiring 24 hours’ public notice, pursuant to the Sunshine Act), to be held at 2013 Ridge Ave., Philadelphia, PA 19121, at 3 p.m. or as otherwise published at least a week in advance on the PHA website:

Thursday, June 18, 2026
Thursday, July 16, 2026
No August Meeting
Thursday, September 17, 2026
Thursday, October 15, 2026
Thursday, November 19, 2026
Thursday, December 17, 2026
Thursday, January 21, 2027
Thursday, February 18, 2027
Thursday, March 18, 2027
Thursday, April 15, 2027
Thursday, May 20, 2027

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts the schedule, as set forth above, for its regularly-scheduled meetings, from this date through May of 2027.

RESOLUTION NO. 3

RESOLUTION ADOPTING THE FISCAL YEAR 2025 ANNUAL REPORTS OF THE COMMITTEES OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT SERVICES

WHEREAS, Section 501 of the amended By-Laws of the Philadelphia Housing Authority (“PHA”) Board of Commissioners (“Board”), as adopted by Resolution No. 11724 on September 25, 2014, provides for establishing the standing Board Advisory Committees of Finance, Policy & Planning, and Resident Services (collectively, “Standing Committees”); and

WHEREAS, the charters of the Standing Committees were approved by the Board by Resolution No. 11785, on May 21, 2021 and amended on July 18, 2024, by Resolution No. 12366; and

WHEREAS, each of the three (3) Standing Committee charters requires the respective committee to “[r]eport at least annually to the Board with respect to the activities of the Committee;” and

WHEREAS, the charter of the Audit Committee, most recently approved by the Board by Resolution No. 12366 on July 18, 2024, states in Section VI that the Audit Committee is to “submit a written, annual report to the Board summarizing its activities;” and

WHEREAS, pursuant to the Risk Management Framework, as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721, the Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report; and

WHEREAS, the last annual reports submitted to the Board of Commissioners by the Standing Committees and the joint report submitted by the Audit Committee and the Risk Management Committee were for the period of Fiscal Year 2025, from April 1, 2024 to March 31, 2025, which reports were approved by Board Resolution No. 12412 on May 15, 2025; and

WHEREAS, the Audit Committee and the Risk Management Committee have prepared a joint FY 2026 report, for the period of Fiscal Year 2026, from April 1, 2025 to March 31, 2026, and those two committees, as well as the three (3) Standing Committees, have distributed and presented their FY 2026 Annual Reports to the PHA Board of Commissioners, in substantially the form attached hereto, and the respective committees recommend their approvals;

BE IT RESOLVED, that the PHA Board of Commissioners hereby adopts and approves the FY 2026 Annual Committee Reports of the Audit Committee and Risk Management Committees, as well as those of the Board Standing Committees of Finance, Policy & Planning, and Resident Services, in substantially the form attached hereto.

ATTACHMENT TO RESOLUTION RE: FY 2026 ANNUAL REPORTS OF THE COMMITTEES
OF AUDIT, RISK MANAGEMENT, FINANCE, POLICY & PLANNING, AND RESIDENT
SERVICES

**FY 2026 ANNUAL REPORT OF THE PHA AUDIT COMMITTEE
AND THE RISK MANAGEMENT COMMITTEE
FOR THE PERIOD FROM APRIL 1, 2025 – MARCH 31, 2026**

Pursuant to the amended Charter of the Audit Committee, as adopted by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on July 18, 2024, by Resolution No. 12366, the Audit Committee is to report at least annually to the Board with respect to the activities of the Committee. The Risk Management Committee, which reports regularly to the Audit Committee, is also to provide the Board with an annual report, pursuant to the Risk Management Framework as adopted by the PHA Board of Commissioners on July 17, 2014, by Resolution No. 11721.

This report is for both committees and covers the time period from April 1, 2025 – March 31, 2026, which is the Fiscal Year 2026 for PHA (“FY 2026”).

Voting Members:

The voting members of the Audit Committee during FY 2026, as appointed by the Board, were:

Rev. Bonnie Camarda: a PHA Commissioner, appointed to a two-year term by Resolution No. 12013 on September 20, 2018; re-appointed for a 2-year term on September 17, 2020, by Resolution No. 12108; on September 15, 2022 by Resolution No. 12242; and on July 18, 2024, by Resolution No. 21365 (effective September 15).

Chenora Burkett: appointed for a two-year term on February 15, 2018, by Resolution No. 11976; reappointed for a 2-year term on February 20, 2020 by Resolution No. 12080; on February 17, 2022 by Resolution No. 12195; on February 16, 2024 by Resolution No. 12329; and on December 18, 2025 (effective date of 2/15/26) by Reso No. 12451

Frederick S. Purnell, Sr.: a PHA Commissioner through the June 2024 Audit Committee meeting, then off the PHA Board thereafter, appointed for a two-year term on March 16, 2017, by Board Resolution No. 11920; re-appointed for a 2-year term on March 21, 2019, by Resolution No. 12036; on March 18, 2021, by Resolution No. 12141; on February 16, 2023 (effective as of 3/18/23); on February 20, 2025, by Resolution No. 21394 (effective as of 3/18/25); and

C. Marie Patterson, appointed for a two-year term on April 15, 2021, by Resolution No. 12145; reappointed on May 18, 2023 by Reso. No. 12286, and being proposed for re-appointment at the May 17, 2025 PHA Board meeting

Raphael Vargas: appointed for a two-year term on July 17, 2025, by Resolution No. 12427.

Officers:

In FY 2025, in accordance with the Audit Committee By-Laws requiring that the Chair be a member of the PHA Board of Commissioners, Commissioner Camarda, who was previously Vice-Chair, was elected in September of 2024 by the Committee to be Chair and Fred Purnell, Sr., who had previously served as Chair while on the PHA Board, was elected as Vice-Chair.

Advisory Members: Under the Audit Committee Charter, its Advisory Members are PHA’s Executive Vice President of the Office of Audit and Compliance (“OAC”) and PHA’s Senior Executive Vice President of Finance - Chief Financial Officer (“CFO”).

During the reporting period, **Janea Jordon**, as Senior Executive Vice President of OAC and **Celeste Fields**, as Senior Executive Vice President/Chief Administrative & Financial Officer, served on the Audit Committee as Advisory Members.

Under the charter, the Committee is to meet at least four (4) times a year (no less than quarterly). The Audit Committee held four (4) meetings in the twelve-month reporting period, with all but the December meeting having a quorum. Meetings were held on July 29, 2025, October 28, 2025, December 16, 2025 and March 17, 2026.

As set forth in the charter of the Audit Committee, the Committee's responsibilities are to ensure:

- 1) the integrity of financial reporting (including selecting an auditor then coordinating with PHA's Executive and Finance departments);
- 2) the adequacy of internal controls (including risk management and working with the Office of Audit and Compliance, and PHA's departments of Finance and Information Systems); and
- 3) compliance with statutory and regulatory requirements (including working with the independent auditor and PHA's Offices of General Counsel and Audit and Compliance).

In accordance with the responsibilities set forth in the charter, and as detailed in the Audit Committee meeting minutes for the reporting period, the committee's work during this reporting period included reviewing and discussing detailed presentations regarding: internal and external audits from the Office of Audit and Compliance and the external auditors; areas of particular attention for the purposes of the various audits; reports from PHA and the external auditors regarding compliance updates; presentations of regular reports from PHA's Risk Management Committee, and information updates, as appropriate, from PHA's President & CEO, Kelvin Jeremiah, including the workforce reduction initiatives.

The participants in the Audit Committee meetings included the external auditors and PHA staff, as well as the voting and advisory members, and PHA President & CEO Kelvin Jeremiah.

PHA's external auditor for FY 2024 was CliftonLarsenAllen LLP. The external auditor representatives met with members of the Audit Committee regarding the annual independent audit both at group committee meetings and informally. In FY 2026, for the Audit Opinions, the financial statement audit opinion was unmodified and the federal awards audit opinion was unmodified, with the exception of MTW, which was qualified. For the Audit Results, there were no material weaknesses or significant deficiencies in the Financial Audit, but for the Federal Awards, there was a Material Weakness 2025 -001, PIC Reporting (MTW Program) and a Significant Deficiency in the 2025 -002, PIC Reporting (HCV Program), which the Audit Committee confirmed were being addressed.

The comprehensive annual financial report and the associated financial statement for the period of April 1, 2024 through March 31, 2025, were both completed by the end of December, as required. and, after review and discussion, were recommended by the Audit Committee to the Board for approval. The PHA Board of Commissioners approved the audit reports by Resolution No. 12450 on December 18, 2025.

The Risk Management Committee is to report annually to the Board as to its activities and also provides regular reports during the year to the Audit Committee, with a representative from the committee attending the Audit Committee meetings to present those reports and answer questions regarding them.

In FY 2026, the Risk Management Committee made quarterly reports to the Audit Committee of the Board of Commissioners, and met periodically throughout the fiscal year with its outside risk management consultant and insurance agent, Connor Strong, and Buckelew.

During the reporting period, members were (in alphabetical order): **Lynda Enaco**, Risk Manager – OGC; **Celeste Fields**, Senior Executive Vice President, Chief Administrative and Chief Financial Officer; **Faisal Hassan**, Executive Vice President - Information Systems Management & CITO; **Bret Holden**, Executive Vice President - Leased Housing; **Makeeda Holley**, Executive Vice President – Resident Programs and Partnerships; **Dinesh Indala**, Senior Executive Vice President – Operations through 10/14/2025, Chief Operating Officer as of 10/15/2025; **Janea Jordon**, Senior Executive Vice President - Public Safety, Audit & Compliance; **Andrew Kenis**, Managing Deputy General Counsel – OGC; **Hagop Keshishian**, Executive Vice President – Housing Operations; **Shayne Smith**, Chief of Police & Executive Vice President – Public Safety; **Patrick Tighe**, Manager – Labor and Employee Relations through 4/16/2026; **Nichole Tillman**, Executive Vice President – Communications; **Nnena Ukwa**, Senior Vice President – Finance; **David Walsh**, Executive Vice President - Supply Chain Management; **Jonathan Watcher**, Vice President – Construction through 1/30/2026, and **Kimberly Woods**, Executive Vice President - Human Resources.

The Risk Management Committee seeks to identify and manage risks that could impact PHA's operations and results. As reported to the Audit Committee, the areas reviewed at the meetings of the Risk Management Committee included reports from the appropriate departments, through its member representatives on the committee, regarding: Inflation and Contracts; Fleet Management; Vacant Building; Security Issues; and Insurance/Claims. During FY2026, Risk Management in conjunction with Conner Strong and OAC worked to update its Framework and audit function.

FY 2026 ANNUAL REPORT OF THE PHA FINANCE COMMITTEE FOR THE PERIOD FROM APRIL 1, 2025 – MARCH 31, 2026

Under the provisions of the Charter of the Finance Committee, as amended by the Philadelphia Housing Authority (“PHA”) Board of Commissioners on July 18, 2024, by Resolution No. 12366, the Finance Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2025 – March 31, 2026, which is the Fiscal Year 2026 for PHA (“FY 2026”).

The members of the Finance Committee for the reporting time period, were the following Board of Commissioner members, with their terms during the reporting period noted below, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown-Sow:

Rev. Bonnie Camarda, served for the entire reporting period and was appointed by the PHA Chair as Committee Chair in September 2024;
Darrell Clarke; served for the entire reporting period;
Ismail Shahid, served for the entire reporting period; and
Herbert Wetzel, served for the entire reporting period

Pursuant to the charter of the Finance Committee, the role of the Committee is that it:

shall be responsible for recommending financial policies, goals and budgets that support the mission, values and strategic goals of PHA. The Committee shall also regularly review the financial performance of PHA compared with its goals and the financial implications of major transactions and programs. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with securing and maintaining PHA's sound financial status; 2) provide advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies; and 3) ensure responsible fiscal practices.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had ten (10) scheduled meetings in FY 2026, all of which were held, with a quorum present for eight (8) of them.

In FY 2026, the Finance Committee reviewed and considered twenty-five (25) resolutions, to determine whether to recommend them for consideration by the Board of Commissioners.

In addition, financial updates were presented to the Committee by Celeste Fields, Senior Executive Vice President of Finance - Chief Financial Officer, in FY 2026 and the committee reviewed the proposed FY 2026 Operating and Capital Budgets, for recommendation to the full Board. Those budgets were adopted by Board Resolution No. 12467 at the Board meeting on March 19, 2026.

The Finance Committee provided engaged oversight to the operations of PHA through its review of finance-related resolutions, agency initiatives, and potential contracts and related agreements for preserving and creating affordable housing options. Through its activities, the committee provided important assistance to the Board with securing and maintaining PHA's sound financial status. The committee's service, in assessing and determining what matters were appropriate for full Board review, especially with a focus on expenditures and matters appropriately brought to the Board under PHA's Controlled Policy & Procedure #10, resulted in sharing valuable advice to the Board and PHA management regarding the adoption or amendment of financial strategies or policies and also ensured that responsible fiscal practices were followed.

In FY 2026, the committee reviewed, made appropriate suggestions and evaluations, and monitored PHA's annual operating budget and annual capital budget, consistent with the long-term financial plan and financial policies, as assisted by the presentations from the Finance Department, Supply Chain Management, and other appropriate departments, as well as timely updates from the President & CEO regarding federal funding updates, partnerships, leveraging PHA assets to optimize positive impact and low-income housing opportunities, workforce right-sizing for fiscal responsibility, and related matters.

FY 2026 ANNUAL REPORT OF THE PHA POLICY & PLANNING COMMITTEE FOR THE PERIOD FROM APRIL 1, 2025 – MARCH 31, 2026

Pursuant to the Charter of the Policy & Planning Committee, as amended by the Philadelphia Housing Authority ("PHA") Board of Commissioners on July 18, 2024, by Resolution No. 12366, the Policy & Planning Committee is to report at least annually to the Board with respect to the committee activities.

This report covers the time period from April 1, 2025 – March 31, 2026, which is the Fiscal Year 2026 for PHA ("FY 2026").

The members of the Policy & Planning Committee for the reporting time period, were the following Board of Commissioner members, with their terms during the reporting period noted below, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown-Sow:

Rev. Bonnie Camarda, served for the entire reporting period;

Darrell Clarke; served for the entire reporting period;

Asia Coney, served for the entire reporting period;

Herbert Wetzel, served for the entire reporting period and was Chair of the Policy & Planning Committee, as appointed by the PHA Board Chair

Pursuant to the charter of the Policy & Planning Committee, the Committee:

shall provide oversight and guidance in the development and implementation of PHA's structure, policies and processes. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board with developing and maintaining PHA's mission, vision, and strategic direction, 2) oversee the development of PHA's policies and 3) provide advice to the Board and PHA the adoption or amendment of PHA policies or other action by PHA involving matters of public policy, when such matters are not otherwise to be determined by another committee of the Board.

The Committee is to meet at least four (4) times a year (no less than quarterly). The Policy & Planning Committee had ten (10) scheduled meetings in the twelve-month reporting period for FY 2026, all of which were held, and nine (9) had a quorum. The committee reviewed thirty-three (33) resolutions prior to their being considered appropriate for consideration by the Board of Commissioners.

The committee was instrumental in collaborating and guiding PHA in policy decisions, especially as to acquisition strategies and necessary restructuring. Its activities included, in addition to review of resolutions, deliberation on how to most effectively partner and invest in development and redevelopments of low-income housing, including advancing Rental Assistance Demonstration opportunities, and the re-acquisition of certain properties after the end of tax-credit terms; changes to the Administrative Plan and the Admissions and Continued Occupancy Policy; PHA's Moving-to-Work Plans and amendments; and otherwise continuing to assist PHA, in terms of sustaining and increasing its dynamic, creative, and effective policies and initiatives.

FY 2026 ANNUAL REPORT OF THE PHA RESIDENT SERVICES COMMITTEE FOR THE PERIOD FROM APRIL 1, 2025 – MARCH 31, 2026

Pursuant to the Charter of the Resident Services Committee, as amended by the Philadelphia Housing Authority ("PHA") Board of Commissioners on July 18, 2024, by Resolution No. 12366, the Resident Services Committee is to report at least annually to the Board with respect to the activities of the Committee.

This report covers the time period from April 1, 2025 – March 31, 2025, which is the Fiscal Year 2025 for PHA ("FY 2025").

The members of the Policy & Planning Committee for the reporting time period, were the following Board of Commissioner members, with their terms during the reporting period noted below, as appointed by the Chair of the PHA Board of Commissioners, Lynette Brown-Sow:

Asia Coney, served for the entire reporting period and was Chair of the Resident Services Committee, as appointed by the Chair of the PHA Board;
Erin Dwyer, served for the entire reporting period;
Sandra Dungee Glenn, served for the entire reporting period; and
Ethel M. Wise, served for the entire reporting period

Pursuant to the charter of the Resident Services Committee, the Committee:

shall be responsible for the promotion of resident programs and services in support of PHA's mission. The Committee's role is advisory and it is not authorized to take any official action on behalf of the Board. The primary responsibilities of the Committee are to: 1) assist the Board in determining the most productive and appropriate ways to enrich the lives of PHA residents and promote opportunities to achieve financial independence; 2) provide advice to the Board and PHA management regarding the adoption or amendment of strategies or policies related to resident services; and 3) enhance the interface between PHA, the Board and PHA residents.

The Committee is to meet at least four (4) times a year (no less than quarterly) and it had six (6) scheduled meetings in FY 2025, all of which were held, and four (4) had a quorum. Six (6) resolutions were reviewed at the meetings, related to the health, development, and welfare of PHA residents.

The activities of the Resident Services Committee during the reporting period contributed to the committee's fulfilling its role of promoting resident programs and services, as well as resident involvement and participation.

RESOLUTION NO. 4

RESOLUTION AUTHORIZING CONTRACTS WITH BUREAU VERITAS TECHNICAL ASSESSMENTS LLC AND NOVA GROUP, GBC FOR PHYSICAL NEEDS ASSESSMENTS

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for physical needs assessments and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Bureau Veritas Technical Assessments LLC and Nova Group, GBC; and

WHEREAS, work is to be assigned to the two (2) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed ten million dollars (\$10,000,000) with a two-year base period and three (3) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is four million dollars (\$4,000,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is two million dollars (\$2,000,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period two million dollars (\$2,000,000); and
- 4) The not-to-exceed aggregate amount for the third one-year option period two million dollars (\$2,000,000);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with Bureau Veritas Technical Assessments LLC and Nova Group, GBC for a total aggregate amount not to exceed ten million dollars (\$10,000,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

RESOLUTION NO. 5

RESOLUTION AUTHORIZING CONTRACTS FOR SUMMER FOOD PROGRAM SERVICES WITH VICTORIA'S KITCHEN & CATERING AND FOODARAMA PROVISIONS, LLC

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for summer food program services and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee, which included resident participation, and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to Victoria's Kitchen & Catering and Foodarama Provisions, LLC and

WHEREAS, work is to be assigned to the two (2) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed one million eighty thousand dollars (\$1,080,000) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is four hundred thirty-two thousand dollars (\$432,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is two hundred sixteen thousand dollars (\$216,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period is two hundred sixteen thousand dollars (\$216,000); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is two hundred sixteen thousand dollars (\$216,000);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with for a total aggregate amount not to exceed one million, eighty thousand dollars (\$1,080,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

RESOLUTION NO. 6

RESOLUTION AUTHORIZING CONTRACTS FOR WINDOW CLEANING SERVICES WITH TWB ENTERPRISE, WATTS FACILITY SOLUTIONS, AND POWER WASHING PRO LLC

WHEREAS, the Philadelphia Housing Authority (“PHA”) has identified a need for window cleaning services, for high-rise and low-rise window washing and solar panel cleaning services across designated sites, and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that contracts be awarded to TWB Enterprise, Watts Facility Solutions, and Power Washing Pro, LLC, and

WHEREAS, work is to be assigned to the three (3) awardees at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contracts shall not exceed two million, twenty-five thousand dollars (\$2,025,000) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is eight hundred ten thousand dollars (\$810,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is four hundred five thousand dollars (\$405,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period is four hundred five thousand dollars (\$405,000); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is four hundred five thousand dollars (\$405,000);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute contracts with TWB Enterprise, Watts Facility Solutions, and Power Washing Pro, LLC for a total aggregate amount not to exceed two million, twenty-five thousand dollars (\$2,025,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contracts, including determining whether the options available under the contracts shall be exercised.

RESOLUTION NO. 7

AUTHORIZING A CONTRACT FOR MEAL DELIVERY SERVICES FOR THE CONGREGATE HOUSING SERVICES PROGRAM AT BENTLEY HALL WITH VICTORIA'S KITCHEN & CATERING

WHEREAS, the Philadelphia Housing Authority ("PHA") has identified a need for meal delivery services for the Congregate Housing Services Program at Bentley Hall and a Request for Proposal was developed for the selection of companies to address fulfilling this requirement, according to established procedures and all applicable laws regarding public contracts; and

WHEREAS, the Request for Proposal was posted on PHA's website, advertised via local publications and chambers of commerce, mailed to qualified entities on PHA's Outreach List, and distributed to those who responded to the invitation; and

WHEREAS, the proposals were reviewed and evaluated by an evaluation committee, which included resident participation, and the supporting documents were reviewed by the Contracting Officer; and

WHEREAS, based upon the consensus evaluation and approval for presentation to the Board after additional review processes, including Board committee and resident leadership review, it is recommended that a contract be awarded to Victoria's Kitchen & Catering; and

WHEREAS, work is to be assigned to the one (1) awardee at the discretion of the Contracting Officer based on need, performance and other legitimate business factors, and may be altered within the terms of the contract at any time during the course of the contract at the discretion of the contracting officer; and

WHEREAS, it is recommended that the aggregate amount to be expended under the contract shall not exceed four hundred ninety thousand dollars (\$490,000) with a two-year base period and three (1) one-year option periods, as follows:

- 1) The not-to-exceed aggregate amount for the two-year base period is one hundred and ninety-six thousand dollars (\$196,000);
- 2) The not-to-exceed aggregate amount for the first one-year option period is ninety-eight thousand dollars (\$98,000);
- 3) The not-to-exceed aggregate amount for the second one-year option period is ninety-eight thousand dollars (\$98,000); and
- 4) The not-to-exceed aggregate amount for the third one-year option period is ninety-eight thousand dollars (\$98,000);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Victoria's Kitchen & Catering for a total aggregate amount not to exceed four hundred ninety thousand dollars (\$490,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract, including determining whether the options available under the contract shall be exercised.

RESOLUTION NO. 8

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH UNITED CONCORDIA DENTAL INSURANCE COMPANY TO PROVIDE EMPLOYEE DENTAL INSURANCE

WHEREAS, the Philadelphia Housing Authority (“PHA”) currently provides dental insurance for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, the current dental insurance policy in force expires July 31, 2026; and

WHEREAS, PHA is contracted with CBIZ, Inc. (“CBIZ”) to perform employee benefits consulting and brokering services, and included in the contract’s Scope of Work are procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, at PHA’s request, CBIZ solicited dental insurance quotations from various insurers in accordance with all applicable procurement rules; and

WHEREAS, CBIZ reviewed all supporting documentation and ensured all procurement rules were adhered to; and

WHEREAS, summaries of the properly submitted proposals and recommendations were provided by CBIZ and reviewed by PHA’s evaluation team; and

WHEREAS, based upon the consensus evaluation of the evaluation team and CBIZ, it is recommended that a contract be awarded to United Concordia for a one-year base period and two additional option years at an annual amount of six hundred seventeen thousand dollars (\$617,000), plus two additional option years, each subject to a maximum annual rate increase cap of nine and one-half percent (9.5%), for a total aggregate amount not-to-exceed three million, two hundred seventy thousand dollars (\$3,270,000).

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with United Concordia, for a total aggregate amount not to exceed three million, two hundred seventy thousand dollars (\$3,270,000), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract.

RESOLUTION NO. 9

RESOLUTION AUTHORIZING A CONTRACT WITH STANDARD LIFE INSURANCE COMPANY TO PROVIDE EMPLOYEE GROUP LIFE INSURANCE & ACCIDENTAL DEATH AND DISMEMBERMENT INSURANCE, EXECUTIVE LONG-TERM DISABILITY, VOLUNTARY DISABILITY, AND SUPPLEMENTAL TERM LIFE INSURANCE POLICIES

WHEREAS, the Philadelphia Housing Authority (“PHA”) currently provides group term life insurance/accidental death and dismemberment insurance (“Life & AD/D”) for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, PHA wishes to continue to provide long-term disability insurance (“LTD”) to its executive-level employees and make available for voluntary election, voluntary disability coverages and supplemental life insurance plans;

WHEREAS, the current plan years end on July 31, 2026; and

WHEREAS, PHA has contracted with CBIZ Inc. to perform employee benefits consulting and brokerage services, and the contract’s Scope of Work included procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, at PHA’s request, CBIZ solicited Life & AD/D, Executive LTD, voluntary disability, and supplemental life insurance quotations from various insurers; and

WHEREAS, based on a review of recommendations from CBIZ, PHA selected Standard Life Insurance Company as providing the most appropriate coverage options for the plan year beginning August 1, 2026 and ending July 31, 2027, with two (2) one-year options; and

WHEREAS, the proposals were reviewed and evaluated by the evaluation committee and the supporting documents were reviewed by CBIZ and PHA’s Contracting Officer; and

WHEREAS, based upon the consensus evaluation of the evaluation committee and CBIZ, it is recommended that a contract be awarded to Standard Life Insurance Company for a not-to-exceed aggregate total, if both of the options are exercised, of seven hundred thirty-three thousand, ninety-five dollars (733,095), as follows:

- 1) The not-to-exceed amount for the one-year base period is two hundred forty-four thousand, three hundred sixty-five dollars (\$244,365);
- 2) The not-to exceed amount for the first one-year option period is two hundred forty-four thousand, three hundred sixty-five dollars (\$244,365);
- 3) The not-to exceed amount for the second one-year option period is two hundred forty-four thousand, three hundred sixty-five dollars (\$244,365);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Standard Life Insurance Company, for a total aggregate amount not to exceed seven hundred thirty-three thousand, ninety-five dollars (733,095.00), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract.

RESOLUTION NO. 10

RESOLUTION AUTHORIZING THE PHILADELPHIA HOUSING AUTHORITY TO CONCLUDE AND TO EXECUTE A CONTRACT WITH INDEPENDENCE BLUE CROSS TO PROVIDE EMPLOYEE HEALTH AND PRESCRIPTION DRUG INSURANCE

WHEREAS, the Philadelphia Housing Authority (“PHA”) currently provides health insurance for its full-time, regular status employees, and has an obligation to continue to do so, as stated in the Employee Handbook and applicable collective bargaining agreements; and

WHEREAS, the current health insurance policy in force expires July 31, 2026; and

WHEREAS, PHA is contracted with CBIZ, Inc. (“CBIZ”) to perform employee benefits consulting and brokering services, and included in the contract’s Scope of Work are procurement and solicitation services on behalf of PHA for its employee benefits policies; and

WHEREAS, at PHA’s request, CBIZ solicited medical and prescription drug insurance quotations from various insurers in accordance with all applicable procurement rules; and

WHEREAS, CBIZ reviewed all supporting documentation and ensured all procurement rules were adhered to; and

WHEREAS, summaries of the properly submitted proposals and recommendations were provided by CBIZ and reviewed by PHA’s evaluation team; and

WHEREAS, based upon the consensus evaluation of the evaluation team and CBIZ, it is recommended that a contract be awarded to Independence Blue Cross for a not-to-exceed aggregate total of sixteen million, six hundred seventy-three thousand, seven hundred thirty-seven dollars (\$16,673,737);

BE IT RESOLVED, that the Board of Commissioners hereby authorizes the President & CEO and/or his authorized designee(s) to conclude and execute a contract with Independence Blue Cross, for a total aggregate amount not to exceed sixteen million, six hundred seventy-three thousand, seven hundred thirty-seven dollars (\$16,673,737), subject to the availability of funds therefor, as set forth above, and to take all necessary actions relating to such contract.