

# PASSAIC COUNTY BOARD OF SOCIAL SERVICES

June 27, 2024

The regular meeting of the Passaic County Board of Social Services was held on Thursday, June 27, 2024 at 80 Hamilton Street, Paterson, New Jersey.

## PUBLIC NOTICE

**TAKE NOTICE** the Passaic County Board of Social Services, has scheduled its regularly monthly meeting for June 2024 to occur on: **Thursday, June 27, 2024, at 9:00AM (EST)**. Specifically, the Board will hold this meeting as scheduled, in person, at its main office, 80 Hamilton Street, Paterson, New Jersey, in the Board Room, 3<sup>rd</sup> floor. The public is invited to attend and will be allowed to participate in the manner prescribed and in compliance with the Open Public Meetings Act, N.J.S.A. 10: 4-6, et. seq. It should also be noted that official action will be taken, and that this Notice was published in compliance with applicable provisions of N.J.S.A. 10: 4-6, et. seq.

If an Executive session is required, the Board will retire to a closed session pursuant to the Open Public Meeting Act, N.J.S.A. 10: 4-6 et. seq. and follow the procedures provided in this statute.

In addition, the within Notice has been posted at two (2) locations, namely: the Main office of the PCBSS, 80 Hamilton Street, Paterson, NJ; and the Passaic County Administrative Building, 401 Grand Street, First Floor, Paterson, NJ. The within Notice has also been forwarded to Louis Imhoff, III, Clerk to the Passaic County Board of Commissioners, 401 Grand Street, 2nd Floor, Paterson, NJ to advise the Honorable Board of Commissioners of this meeting, and to Matthew Jordan, Esq., Passaic County Administrator, for notice to the County of Passaic. Lastly, the within Notice will be published in the official newspapers for the PCBSS, The Record and Herald News, which further complies with the Publication Rule for public meetings.

Based upon all of the foregoing, it is respectfully submitted that the PCBSS has complied with its obligations for Public Notice, pursuant to New Jersey's Open Public Meeting Act.

## STATEMENT ON DECORUM AND CONDUCT AT PUBLIC MEETINGS

In the State of New Jersey, it is the goal of public bodies for their members and members of the public to act in a respectful manner toward one another, and not to disparage one another nor interfere with public meetings, functions, operations, or the proceedings of public bodies. Any verbal, written or physical conduct which interrupts a meeting or is related to race, gender, ethnicity, disability, sexual orientation or religion, shall not be tolerated and anyone violating this prohibited conduct may be subject to removal from the meeting and may also be subjected to other penalties that are appropriate under the law. All members of public bodies and members of the general public are requested to take personal responsibility for their actions and to treat everyone they come in contact with in a fair and respectful manner. Failure to do so may lead to the removal of the offender from a public meeting as well as other penalties – as stated above.

The meeting was called to order at 9:08 A.M.

Present:

- Commissioner Carol Cuadrado, Chairwoman
- Commissioner Rev, Douglas Maven, Secretary Treasurer
- Commissioner Kathleen A. Donnelly, Assistant Secretary Treasurer
- Commissioner Marilyn Frierson
- Commissioner Dawn Alston
- County Commissioner John Bartlett

Also Present:

- Talisa A. Coleman, Executive Director
- April L. Carter, Executive Secretary
- Flavio Rivera, Fiscal Officer
- Thania Melo, Human Resource Manager
- Albert Buglione, Special/Outside Counsel
- Ms. Wanda Sawyer, CWA President
- Mr. John May, PWA President

Motion was made by Commissioner Kathleen Donnelly, seconded by Commissioner Marilyn Frierson that the minutes of the Board Meeting held May 23, 2024, be approved as submitted. Motion unanimously carried on roll call.

**ADMINISTRATION**

6A Director's Financial Report including Administrative Bills, Medical Transportation and Childcare Payments: Motion to approve payments included in the Director's Financial Report as presented to the Board made by Commissioner Dawn Alston, seconded by County Commissioner John Bartlett. Motion unanimously carried on roll call.

6B Ratification of payments made for payrolls:

05/01/2024-05/15/2024 CK# 58853453-58853455	\$1,560,273.43 Payroll
04/16/2024-04/30/2024 CK# 0-0	\$1,573,489.00 Payroll

Retro for Retirees

05/16/2024-05/31/2024 CK# 58872715-58872765	\$255,308.97 Payroll
---	----------------------

## Correction for Retro

05/16/2024-05/31/2024 CK#58874476-58874478

\$53,471.57 Payroll

Motion to ratify payrolls made by Commissioner Dawn Alston, seconded by County Commissioner John Bartlett. Motion unanimously carried on roll call.

6C Motion was made by Commissioner Dawn Alston, seconded by County Commissioner John Bartlett that Clearing Account transactions relating to the Food Stamp and Medicaid Programs as listed be approved. Motion unanimously carried on roll call.

**ASSISTANCE**

7A Categorical Assistance: Motion was made by Commissioner Rev Douglas Maven, seconded by Commissioner Kathleen Donnelly, that the Board approved payment of categorical assistance for July 1, 2024, consisting of Temporary Assistance to Needy Families, Refugee Assistance and Social Service Emergency Assistance. Motion unanimously carried on roll call.

7B Funeral Grants: A motion was made by Commissioner Rev Douglas Maven, seconded by Commissioner Kathleen Donnelly, that the Board approve the payment of funeral grants as listed. A copy of this listing is attached hereto and made a part of these minutes. Motion unanimously carried on roll call.

**SUSPEND REGULAR ORDER OF BUSINESS**

Motion to suspend the regular order of business and open the meeting up to the public made by Commissioner Rev Douglas Maven, seconded by Commissioner Marilyn Frierson. Motion unanimously carried on roll call.

**PUBLIC PORTION**

None

**RESUME REGULAR ORDER OF BUSINESS**

Motion to resume the regular order of business and open the meeting up to the public made by County Commissioner John Bartlett, seconded by Commissioner Dawn Alston. Motion unanimously carried on roll call.

**DEPARTMENTAL REPORTS**

Copies of the following informational program reports were provided to the Board and are attached hereto and made a part of these minutes:

- A. Abacus Department (Informational)
- B. Property & Resources Department (Informational)
- C. Training Department (Informational)
- D. Child Support Department (Informational)

**EXECUTIVE COMMITTEE**

Copies of the following informational program reports were provided to the Board and are attached hereto and made a part of these minutes.

Motion was made by Commissioner Carol Cuadrado to approve item number 5 on the Executive Committee Report, seconded by Commissioner Kathleen Donnelly, Motion unanimously carried on roll call. Recusal vote entered by County Commissioner John Bartlett.

- 1. Case Statistics
- 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics May 2024
- 3. SNAP- CSSAs will accept NJ SNAP applications via telephone and document the verbal signature in a case note program flexibilities below shall remain in place through June 30, 2026.
- 4. Medicaid- setting up of unit to handle both Medicaid and SNAP
- 5. Resolution to enter into an agreement with Trenk, Isabel, Siddiqi & Shahdanian, P.C. (**Approval Needed**)
- 6. Staffing Needs/Budget Amendment
- 7. MIS Items for Consideration are in anticipation of hiring 30 new staff.
  - a.) Microsoft licenses
  - b.) G12 user access for new hires
  - c.) Barracuda- 50 additional licenses
  - d.) Multiview and Synergex for GUMP system
  - e.) Yearly Renewal: Managed Engine
  - f.) SHI Server Project

**EDUCATIONAL LEAVE COMMITTEE (No Report)**

**PERSONNEL COMMITTEE** (Approval Needed)

Motion was made by Commissioner Carol Cuadrado to approve both the non-confidential and confidential Personnel Committee Reports, seconded by Commissioner Rev Douglas Maven. Motion unanimously carried on roll call.

**GOOD AND WELFARE COMMITTEE**

No Report

**WELFARE FRAUD AND ABUSE COMMITTEE**

The monthly fraud department statistics were provided to all Board Members as part of the report of the Abacus Department (Agenda 11A).

**BUILDING AND GROUNDS COMMITTEE** (Informational)

A copy of the Building and Grounds report was forwarded to all Board members. A copy is attached hereto and made a part of these minutes.

1. Security
  - a. Monthly report from Sherriff Officers
  - b. In May, 25,188 clients seen in the Paterson office
  - c. Unable to utilize the X-ray machine
2. Concerns
  - a. Issues with UFS guards- de-escalation training needed.

**FINANCE COMMITTEE** (Approval Needed)

Motion to approve the Finance Committee Report was made by Commissioner Kathleen Donnelly, seconded by Commissioner Rev. Douglas Maven unanimously carried on roll call.

**I. Monthly Expenditures**

All monthly expenditures are of a routine nature.

**II. Supplemental Payments to SSI Recipients Quarter Ending June 30, 2024**

A bill has been received from the Division of Family Development for Payments to SSI recipients for the quarter ending June 30, 2024, in the amount of \$ 208,000.00

Recommendation is to approve payment to the Division of Family Development in the amount of \$208,000.00

**III. Data Processing and Electronic Benefits Transfer payment for the quarter ended June 3, 2024.**

This quarterly bill is for our agency’s share of the cost of Data Processing and EBT processing.

Recommendation is to approve payment to “Treasurer, State of New Jersey”, in the amount of \$218,108.00.

**IV. 2024 Budget amendment**-to include an additional 30 positions, promotions, expense associated with additional staff. Previous approved budget \$60,453,357 and the current proposed budget amendment is \$62,162,982. This amendment will result in a net budget increase of \$1,709,625.

**V. Permission to purchase up to 50 licenses-** Microsoft licenses for a total of \$15,143 (see attached M365 G5 Add 50 6.12.24.pdf)

Recommendation is to approve the purchase of 50 Microsoft licenses in the amount of \$15,143.

**VI. MIS is requesting permission to purchase an additional 50 Barracuda licenses at an additional cost of \$1,890** (see attached).

Recommendation is to approve the purchase of 50 Barracuda licenses in the amount of \$1,890.

**VII. Manage Engine Annual Renewal:** Manage Engine is an endpoint management tool and is the system we use to manage and update all our computers (see attached).

Recommendation is to approve the Manage Engine annual renewal in the amount of \$11,754.00.

**VIII. SHI Server Project-** This project will allow us to condense the number of machines we use while providing a virtual space to store our data. The overall projected cost should be \$350,000. (See attached SHI proposals related to project).

Recommendation is to approve an approximate portion of the cost in the amount up to \$350,000 for the SHI Server Project.

**IX. Payment to Passaic County for Fringe and Maintenance in Lieu of Rent Through March 31, 2024**

Fringe Benefits for QTR ending March 31, 2024	\$2,942,983.88
Maintenance in Lieu of Rent for QTR Ending March 31, 2024	\$ 54,214.51

Recommendation is to approve payment to Passaic County totaling \$2,997,198.39

**X. Permission to purchase up to 100 licenses for the GUMP System**

Recommendation is to approve the purchase of 100 licenses for Multiview in the amount \$21,250.00 and Synergex in the amount of \$53,700.00

**COMMUNITY RELATIONS** (Informational)

A copy of the Counsel report as forwarded to all Board members (Informational). A copy is attached hereto and made a part of these minutes.

June 02, 2024 Ramapough Lunaape Turtle Clan  
Ringwood, NJ-1PM

June 14, 2024 Passaic Resource Fair  
Passaic, NJ-12PM

**COUNSEL'S REPORT** (Informational)

A copy of the Counsel report as forwarded to all Board members (Informational). A copy is attached hereto and made a part of these minutes.

1. Legal Counsel Report-Hearings-May 1, 2024-May 31, 2024
  - a.) Child Support
  - b.) Institutional Medicaid Hearings

**COMMUNICATIONS** (None)**NEW BUSINESS-** (Approval Needed)

Motion to approve virtual meetings for the months of July and August was made by Commissioner Kathleen Donnelly, seconded by Commissioner Dawn Alston Motion unanimously carried on roll call.

1. Virtual Meetings for July and August 2024 as PCBSS' Platform

**OLD BUSINESS-** (None)**ADJOURNMENT** (Approval Needed)

Motion for adjournment made by Commissioner Kathleen Donnelly, seconded by County Commissioner John Bartlett. Motion unanimously carried on roll call.

\*\*\*\*\*MEETING CONCLUDED – 9:43 A.M.\*\*\*\*\*

Respectfully submitted,



Commissioner Rev. Douglas Maven  
Secretary Treasurer

Attested to:  
Talisa A. Coleman



**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD**

**THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

AGENDA NO.	DESCRIPTION	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM. JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
1.	Call Meeting to Order	X	✓	✓	✓	✓	✓	X	✓	X
2.	Oath of Allegiance to the Flag									
3.	<b>Roll Call</b>	COMM. AHMED ABSENT	COMM. ALSTON PRESENT	COMM. BARTLETT PRESENT	COMM. CUADRADO PRESENT	COMM. DONNELLY PRESENT	COMM. FRIERSON PRESENT	COUNTY COMM. JAMES ABSENT	COMM REV. MAVEN PRESENT	County Adjuster STAMPONE ABSENT
4.	Statement of Compliance with Open Public Meetings Act									
5.	* <b>Approval of Minutes*</b> Monthly Board Meeting <u>May 23, 2024</u> Commissioner Kathleen Donnelly Commissioner Marilyn Frierson	COMM. AHMED	COMM. ALSTON YES	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON 2nd YES	COUNTY COMM. JAMES	COMM REV. MAVEN YES	County Adjuster STAMPONE
6.	<b>Administration</b> A. Director's Financial Report: Administrative Bills, Medical Transportation and Child Care Payments. (Non-confidential list of vendors posted at meeting) B. Ratification of payroll 05/01/2024-05/15/2024 CK#58853453-58853455 \$1,560,273.43 Payroll 05/16/2024-04/30/2024 \$1,573,489.00 Payroll CK# 0-0	COMM. AHMED	COMM. ALSTON 1st YES	COMM. BARTLETT 2nd YES	COMM. CUADRADO YES	COMM. DONNELLY YES	COMM. FRIERSON YES	COUNTY COMM. JAMES	COMM REV. MAVEN YES	County Adjuster STAMPONE

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President



**PASSAIC COUNTY BOARD OF SOCIAL SERVICES**  
**THE REGULAR MONTHLY MEETING OF THE BOARD**  
**THURSDAY, JUNE 27, 2024**  
**@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

10.	<p><b>Resume Regular Order of Business</b>  (Motion Required)  County Commissioner John Bartlett  Commissioner Dawn Alston</p>	COMM. AHMED -----	COMM. ALSTON 2nd <sup>1</sup> YES	COMM. BARTLETT 1 <sup>st</sup> YES	COMM. CUADRADO YES	COMM. DONNELLY YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE -----
11.	<p><b>Departmental Reports</b>  (Informational)  A. Abacus Department  B. Property and Resources Department  C. Training Department  D. Child Support Department</p>	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
12A.	<p><b>Committee Reports</b>  <u>Executive Committee</u> (Informational)  1. Case Statistics  2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics May 2024  3. SNAP - CSSAs will accept NJ SNAP applications via telephone and document the verbal signature in a case note program flexibilities below shall remain in place through June 30, 2026.  4. Medicaid- setting up of unit to handle both Medicaid and SNAP  5. Resolution to enter into an agreement with Trenk, Isabel, Siddiqi &amp; Shahdanian, P.C. (Approval Needed)  6. Staffing Needs/Budget</p>	COMM AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD  
THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

12B.	<p>Amendment 7. MIS Items for Consideration are in anticipation of hiring 30 new staff. a) Microsoft licenses b) G12 user access for new hires c) Barracuda- 50 additional licenses d) Multiview and Synergex for GUMP system e) Yearly Renewal: Managed Engine f) SHI Server Project <b>Commissioner Carol Cuadrado</b> <b>Commissioner Kathleen Donnelly</b></p>	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
12C.	<p><b>Personnel Committee (Approval Needed)</b></p> <ul style="list-style-type: none"> <li>• Confidential Report</li> <li>• Non-Confidential Report</li> </ul> <p>Commissioner Carol Cuadrado Commissioner Rev. Douglas Maven</p>	COMM. AHMED -----	COMM. ALSTON YES	COMM. BARTLETT YES	COMM. CUADRADO 1st YES	COMM. DONNELLY YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN 2nd YES	County Adjuster STAMPONE -----

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD**

**THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

<b>12D.</b>	<u>Good &amp; Welfare Committee</u> (No Report)	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
<b>12E.</b>	<u>Welfare Fraud &amp; Abuse Committee</u> <u>Fraud Statistics Included in the Abacus</u> <u>Dept. Report 11A (Informational)</u>	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV.MAVEN	County Adjuster STAMPONE
<b>12F.</b>	<u>Building &amp; Grounds Committee</u> (Informational) 1. Security a. Monthly report from Sherriff Officers b. In April, 25,188 clients seen in the Paterson office c. Unable to utilize the X-ray machine 2. Concerns a. UFS Guards-de-escalation Training needed.	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD**

**THURSDAY, JUNE 27, 2024**

@ 9:00 A.M.

**Meeting began: A.M. 9:08AM**

12G.	<p><b><u>Finance Committee (Approval Needed)</u></b>  <b><u>I. Monthly Expenditures</u></b>                  All monthly expenditures are of a routine nature  <b><u>II. Supplemental Payments to SSI Recipients Quarter Ending June 30, 2024</u></b>                  A bill has been received from the Division of Family Development for Payments to SSI recipients for the quarter ending June 30, 2024, in the amount of \$ 208,000.00                  Recommendation is to approve payment to the Division of Family Development in the amount of \$208,000.00  <b><u>III. Data Processing and Electronic Benefits Transfer payment for the quarter ended June 3, 2024.</u></b>                  This quarterly bill is for our agency's share of the cost of Data Processing and EBT processing.                  Recommendation is to approve payment to "Treasurer, State of New Jersey", in the amount of \$218,108.00.  <b><u>IV. 2024 Budget amendment</u></b> to include an additional 30 positions, promotions, expense associated with additional staff. Previous approved budget \$60,453,357 and the current proposed budget amendment is \$62,162,982. This amendment will result in a net budget increase of \$1,709,625.  <b><u>V. Permission to purchase up to 50 licenses-</u></b> Microsoft licenses for a total of \$15,143 (see attached M365 G5 Add 50 6.12.24.pdf)</p>	COMM. AHMED -----	COMM. ALSTON YES	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM. JAMES -----	COMM REV. MAVEN 2nd YES	County Adjuster STAMPONE -----
------	--	-------------------	------------------	--------------------	--------------------	------------------------	--------------------	--------------------------	-------------------------	--------------------------------

**Also Attending:** Talisa A. Coleman, Executive Director  
 Thania Melo, Human Resource Manager  
 Albert Buglione, Special Counsel/Outside Counsel  
 April Carter, Executive Secretary  
 Flavio Rivera, Fiscal Officer  
 Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
 Mr. John May, PWA President

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD  
THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

Meeting began: **A.M. 9:08AM**

<p>Recommendation is to approve the purchase of 50 Microsoft licenses in the amount of \$15,143.</p> <p><u>VI. MIS is requesting permission to purchase an additional 50 Barracuda licenses at an additional cost of \$1,890 (see attached).</u></p> <p>Recommendation is to approve the purchase of 50 Barracuda licenses in the amount of \$1,890.</p> <p><u>VII. Manage Engine Annual Renewal:</u> Manage Engine is an endpoint management tool and is the system we use to manage and update all our computers (see attached).</p> <p>Recommendation is to approve the Manage Engine annual renewal in the amount of \$11,754.00.</p> <p><u>VIII. SHI Server Project-</u> This project will allow us to condense the number of machines we use while providing a virtual space to store our data. The overall projected cost should be \$350,000. (See attached SHI proposals related to project). Recommendation is to approve an approximate portion of the cost in the amount up to \$350,000 for the SHI Server Project.</p>																																														
--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

<b>Also Attending:</b> Talisa A. Coleman, Executive Director	Ms. Wanda Sawyer, CWA President
Thania Melo, Human Resource Manager	Mr. John May, PWA President
Albert Buglione, Special Counsel/Outside Counsel	
April Carter, Executive Secretary	
Flavio Rivera, Fiscal Officer	
Oshin Castillo, Chief of Operations	

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD**

**THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

	<p><b>IX. Payment to Passaic County for Fringe and Maintenance in Lieu of Rent Through March 31, 2024</b> Fringe Benefits for QTR ending March 31, 2024 \$2,942,983.88 Maintenance in Lieu of Rent for QTR Ending March 31, 2024 \$ 54,214.51 Recommendation is to approve payment to Passaic County totaling \$2,997,198.39</p> <p><b>X. Permission to purchase up to 100 licenses for the GUMP System</b> Recommendation is to approve the purchase of 100 licenses for Multiview in the amount of \$21,250.00 and Synergex in the amount of \$53,700.00</p> <p><b>Commissioner Kathleen Donnelly Commissioner Rev. Douglas Maven</b></p>	COMM AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPHONE
12H.	<p><b>Community Relations Committee - (Informational)</b> June 02, 2024 Ramapough Lunaape Turtle Clan Paterson, NJ - 1PM</p> <p>June 14, 2024 Passaic Resource Fair Passaic, NJ - starting at 12PM</p>									

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President



**PASSAIC COUNTY BOARD OF SOCIAL SERVICES**  
**THE REGULAR MONTHLY MEETING OF THE BOARD**  
**THURSDAY, JUNE 27, 2024**  
**@ 9:00 A.M.**

Meeting began: A.M. 9:08AM

13.	<b>Counsel Monthly Report (Informational)</b> 1. Legal Counsel Report May 1, 2024-May 31, 2024 a.) Child Support Hearings b.) Institutional Medicaid Hearings	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
14.	<b>Communications (None) -</b>	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
15.	<b>New Business (Approval Needed)</b> 1. Virtual meeting for the months of July and August 2024  Commissioner Kathleen Donnelly Commissioner Dawn Alston	COMM. AHMED	COMM. ALSTON 2nd YES	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM JAMES	COMM REV. MAVEN YES	County Adjuster STAMPONE
16.	<b>Old Business (None)</b>	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE

**Also Attending:** Talisa A. Coleman, Executive Director  
 Thania Melo, Human Resource Manager  
 Albert Buglione, Special Counsel/Outside Counsel  
 April Carter, Executive Secretary  
 Flavio Rivera, Fiscal Officer  
 Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
 Mr. John May, PWA President

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES  
THE REGULAR MONTHLY MEETING OF THE BOARD  
THURSDAY, JUNE 27, 2024  
@ 9:00 A.M.**

**Meeting began: A.M. 9:08AM**

17.	<b>Adjournment 9:43AM</b>  Commissioner Kathleen Donnelly Commissioner Dawn Alston	COMM. AHMED -----	COMM. ALSTON 2 <sup>nd</sup> YES	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1 <sup>st</sup> YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE -----
-----	---	-------------------------	---	--------------------------	--------------------------	---	--------------------------	----------------------------------	---------------------------	---

**EXECUTIVE/ CLOSED SESSION**

\*\*\*\*\*MEETING CONCLUDED – 9:43 A.M.\*\*\*\*\*

**Also Attending:** Talisa A. Coleman, Executive Director  
Thania Melo, Human Resource Manager  
Albert Buglione, Special Counsel/Outside Counsel  
April Carter, Executive Secretary  
Flavio Rivera, Fiscal Officer  
Oshin Castillo, Chief of Operations

Ms. Wanda Sawyer, CWA President  
Mr. John May, PWA President

**Passaic County Board of Social Services**

**Resolution No. 2024-06-00**

**A RESOLUTION AUTHORIZING THE SHI PROJECT**  
**ALLOCATION OF FUNDS**

**WHEREAS** the PCBSS is in need of entering into the SHI Server Project for the purposes of consolidating several data machines which will enable a virtual data space for agency-wide technology information; and

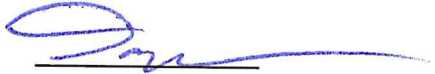
**WHEREAS** the PCBSS has received quotes for \$284,000 and anticipates an additional \$50,000.00 in costs bring the total to \$350,000. for the SHI Server Project; and

**NOW THEREFORE, BE IT RESOLVED** that the Passaic County Board of Social Services hereby approves the SHI Project and the cost allocation of up to \$350,000. as set forth in the proposals attached hereto as **Exhibit "A;"** and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to enter into the forgoing agreement, effective on or after 06/27/24; and

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, June 27, 2024.

**ATTEST:**



Commissioner Rev. Douglas L. Maven  
Secretary-Treasurer

**APPROVED:**



Commissioner Carol Cuadrado  
Chairwoman

**Passaic County Board of Social Services**

**Resolution No. 2024-06-01**

**A RESOLUTION AUTHORIZING THE PURCHASE OF 50  
ADDITIONAL LICENSES FROM BARRACUDA**

**WHEREAS** the Passaic County Board of Social Services recently renewed its email protection license subscription with Barracuda; and


**WHEREAS** the PCBSS is in need of purchasing 50 additional licenses; and

**NOW THEREFORE, BE IT RESOLVED** that the Passaic County Board of Social Services hereby approves the purchase of 50 additional licenses from Barracuda at a cost of \$1,890.00, attached hereto as **Exhibit "A"**; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to enter into the forgoing agreement, effective on or after 06/27/24; and

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, June 27, 2024.

**ATTEST:**



Commissioner Rev. Douglas L. Maven  
Secretary-Treasurer

**APPROVED:**



Commissioner Carol Cuadrado  
Chairwoman

**Passaic County Board of Social Services**

**Resolution No. 2024-06-02**

**A RESOLUTION AUTHORIZING THE PURCHASE OF UP TO  
50 LICENSES MICROSOFT LICENSES FROM DELL**

**WHEREAS** the Passaic County Board of Social Services enjoys a relationship with Dell; and

**WHEREAS** the PCBSS is in need of purchasing up to 50 Microsoft licenses to ensure the highest quality of service; and

**NOW THEREFORE, BE IT RESOLVED** that the Passaic County Board of Social Services hereby approves the purchase of up to 50 Microsoft licenses through Dell at a cost of \$15,143.00, attached hereto as **Exhibit "A"**; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to enter into the forgoing agreement, effective on or after 06/27/24; and


**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, June 27, 2024.

**ATTEST:**



Commissioner Rev. Douglas L. Maven  
Secretary-Treasurer

**APPROVED:**



Commissioner Carol Cuadrado  
Chairwoman

**Passaic County Board of Social Services**

**Resolution No. 2024-06-03**

**A RESOLUTION AUTHORIZING THE ANNUAL RENEWAL  
OF MANAGE ENGINE**

**WHEREAS** the Passaic County Board of Social Services seeks to renew its annual membership subscription with ManageEngine which serves as the endpoint management tool and the system used to manage and update the computer systems; and

**WHEREAS** the PCBSS would like to continue the relationship with Manage Engine to ensure the best quality of services for PCBSS Computer Systems; and

**NOW THEREFORE, BE IT RESOLVED** that the Passaic County Board of Social Services hereby approves the renewal subscription with ManageEngine at a cost of \$11,754.00, effective July 1, 2024 through June 30, 2025, as attached hereto as **Exhibit "A"**; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to enter into the forgoing agreement, effective on or after 06/27/24; and


**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, June 27, 2024.

**ATTEST:**



Commissioner Rev. Douglas L. Maven  
Secretary-Treasurer

**APPROVED:**



Commissioner Carol Cuadrado  
Chairwoman

**Passaic County Board of Social Services**

**Resolution No. 2024-06-04**

**A RESOLUTION AUTHORIZING THE PURCHASE OF UP TO  
100 LICENSES FROM FUTURESOF, INC.**

**WHEREAS** the PCBSS is in need of purchasing up to MultiView 8 server edition licenses to ensure the highest quality of IT service for the GUMP system; and

**NOW THEREFORE, BE IT RESOLVED** that the Passaic County Board of Social Services hereby approves the purchase of up to 100 MultiView 8 Server Edition Licenses from FutureSoft at a cost of \$21,250.00 attached hereto as **Exhibit "A"**; and

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to enter into the forgoing agreement, effective on or after 06/27/24; and

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, June 27, 2024.

**ATTEST:**



Commissioner Rev. Douglas L. Maven  
Secretary-Treasurer

**APPROVED:**



Commissioner Carol Cuadrado  
Chairwoman

**RESOLUTION NO.2024-06-05**

**RESOLUTION TO ENTER INTO AN AGREEMENT  
WITH TRENK ISABEL SIDDIQI & SHAHDANIAN, P.C.**

**NON-OPEN AND FAIR CONTRACT**

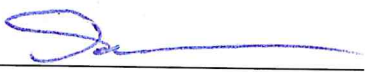
**WHEREAS** the PCBSS seeks the services of the employment related professional services as set forth in the proposal of the law firm attached hereto as **Exhibit "A"** for a fee which shall not exceed the threshold of \$17,500.00; and

**WHEREAS**, in order for the PCBSS to ensure a workplace free of discrimination, hostile work environment and sexual harassment, it believes the professional services of the aforementioned law firm is suitable and necessary; and

**WHEREAS**, Trenk Isabel Siddiqi & Shahdanian, P.C. has proposed a flat fee schedule of \$750.00 per training class and \$165.00 per hour for attorneys and \$90.00 per hour for paralegals, for any additional work assignments related thereto.

**NOW THEREFORE BE IT RESOLVED THAT**, the PCBSS authorizes the Executive Director to enter into an Agreement as follows:

The PCBSS agrees to appoint and retain TRENK ISABEL SIDDIQI & SHAHDANIAN, PC as set forth above and attached hereto as **Exhibit "A"** not to exceed \$17,500.00, effective May 1, 2024 and ending April 30, 2025, in compliance with and upon presentation of all documents required under the New Jersey Public Contracts Law; and the Treasurer/CFO certifies that the funds in the amount not to exceed \$17,500.00 is available in account number:



Commissioner Rev. Douglas Maven  
Secretary-Treasurer



Commissioner Carol Cuadrado  
Chairwoman