

ORDER OF BUSINESS

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
80 HAMILTON STREET
PATERSON, NEW JERSEY

REGULAR MEETING OF THE BOARD
THURSDAY, AUGUST 22, 2024
9:00 A.M.

1. CALL OF MEETING TO ORDER

2. OATH OF ALLEGIANCE TO THE FLAG

3. ROLL CALL

4. STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT: PUBLIC NOTICE

TAKE NOTICE the Passaic County Board of Social Services, has scheduled its regularly monthly meeting for August 2024 to occur on: **Thursday, August 22, 2024, at 9:00AM.** Pursuant to New Jersey Governor Philip Murphy's Executive Order No's. 103 and 104, the Board shall hold the Regular Meeting at 9:00AM – as scheduled, with no members of the public physically present, as authorized under N.J.S.A. 10:4-12(a). If a member of the public wishes to place a public comment on the record, please send an email to : info@PCBSS.org, stating your name, address, and matter to be addressed by the Board, no later than **August 22, 2024 @ 7:00AM (EST)**. Then, the Clerk to the Board shall read same into the public record, during the public meeting. Moreover, some or all members of the Board and all members of the Public may participate in this meeting telephonically, pursuant to N.J.S.A. 10:4-12-1, et seq., and Official action may be taken. The Board Meeting for this month will be held in 2 separate formats via the Zoom Platform. The first is via Zoom live video with the call-in information of: <https://us02web.zoom.us/j/81905134199> with meeting ID of: **819 0513 4199** and **passcode: 279760**. The second will be a call-in telephone number connected to the Zoom platform: **1-888-475-4499**, with meeting ID: **819 0513 4199** and **passcode: 279760**. The public will also have an opportunity to speak during the "public portion of this meeting," through both the Zoom Live Stream Platform and Zoom telephonic Platform – as authorized by law.

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

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.

5. **APPROVAL OF MINUTES** – July 25, 2024

6. **ADMINISTRATION**

A. Director's Financial Report: Administrative Bills, Medical Transportation and Child Care Payments. (Non-confidential list of vendors posted at meeting)

B. Ratification of payrolls:

07/01/2024-07/15/2024	CK#58922022-58922024	\$1,595,042.52 Payroll
07/16/2024-07/31/2024	CK#58940238-58940239	\$1,553,568.53 Payroll

C. Clearing Account Transactions (recoveries) relating to the Food Stamp, Medicaid, and General Assistance Programs. (Confidential)

7. **ASSISTANCE**

A. Motion to approve categorical assistance payments for September 1, 2024: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 143,609.06
▪ Total Cemetery Payments:	\$ 24,823.00

8. **SUSPEND REGULAR ORDER OF BUSINESS (Motion Required)**

9. **PUBLIC PORTION**

10. **RESUME REGULAR ORDER OF BUSINESS (Motion Required)**

11. **DEPARTMENTAL REPORTS (Informational)**

- A. Abacus Department
- B. Property and Resources Department
- C. Child Support Department
- D. Training Department

12. **COMMITTEE REPORTS**

A. **Executive Committee – Commissioner Carol Cuadrado, Chairwoman (Informational).**

- 1. Case Statistics
- 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics July 2024
- 3. EA, GA, and Medicaid
- 4. In-house Training
- 5. Website Launch
- 6. CUMAC Collaboration with PCBSS

B. **Education Leave Committee – Commissioner Cuadrado, Chairwoman (No Report).**

C. **Personnel Committee – Commissioner Cuadrado, Chairwoman (Approval Needed).**

- Confidential Report
- Non-Confidential Report

D. **Good and Welfare Committee – Commissioner Ahmed, Vice Chairwoman (No Report).**

E. **Welfare Fraud & Abuse Committee – (Informational).**

- **Fraud Statistics Included in the Abacus Department Report (11A)**

F. **Building & Grounds Committee – Commissioner Alston (Informational)**

Monthly Reports:

- 1. Patterson Office- Heavy rain has caused water to enter the building in our ground-floor and first-floor services area
- 2. Security
 - a) July 2024 Monthly report from Sherriff Officers
 - b) In July, 29,303 clients were seen in the Paterson office
 - c) X-ray machine still inoperable
- 3. Concerns
 - a) Issues with UFS guards- Opening the building late to clients due to security guards calling out in the morning. UFS has a 1hour turnaround, sometimes longer for them to send backup.
 - b) Security guards lack of de-escalation tactics.

4. Haskell Office
 - a) Incidents that required police assistance.
5. Call Center
 - a) Call center systems run on two separate applications: Microsoft Teams and the G12 Communication portal, hence the reason why the calls drop.
 - b) High Volume of calls- approximately 44,263 calls. All calls will now go through one system instead of two.

G. **Finance Committee – Commissioner Rev. Maven, Secretary Treasurer (Approval Needed).**

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

Recommendation is to approve bills list.

II. CUMAC Collaboration with PCBSS (Approval Needed)

The CUMAC team and PCBSS are partnering to apply for the inaugural FRAC/Robert Wood Johnson New Jersey Food Security Initiative (NJFSI) grant. CUMAC plans to use the grant funding to provide a \$55,000 grant to the Passaic County Board of Social Services. PCBSS will provide CUMAC with one dedicated PCBSS [TITLE] at 0.6 FTE to assure that our SNAP Navigators work together to create a “Full Loop Navigation Team” for client benefit during typical working hours.

Recommendation is to approve the \$55,000 grant to the Passaic County Board of Social Services (see attached).

H. Community Relations Committee – Commissioner Rev. Maven, Secretary Treasurer

- Community Outreach Monthly Activity Report (Informational)
John Currie, Chief Community Organization

August 3, 2024, Muture Sisters – Homeless Services Event
Paterson, NJ – 8AM

August 10, 2024, Muture Sisters – Homeless Services Event
Paterson, NJ – 8AM

August 16-18, 2024, Passaic County Fair
Woodland Park, NJ

August 17, 2024, Creech Temple UHC
Paterson, NJ – 10AM

August 22, 2024, Clifton Satellite Back to School Event
Clifton, NJ – 1PM

August 24, 2024, Miracle World Back to School Event
Paterson, NJ - 11AM

13. **COUNSEL’S MONTHLY REPORT – (Informational)**

1. Legal Counsel Reports: July 2024

- a.) Conference Call Hearings- Adult Protective Services
 - WFNJ/SNAP
 - Medicaid
 - Emergency Assistance
 - Pending APS Guardianship

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**