

**ORDER OF BUSINESS**

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

**REGULAR MEETING OF THE BOARD  
THURSDAY, APRIL 25, 2024  
9:00 A.M.**

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1. **CALL OF MEETING TO ORDER – ZOOM LIVE STREAM PLATFORM**
  2. **OATH OF ALLEGIANCE TO THE FLAG**
  3. **ROLL CALL**
  4. **STATEMENT OF COMPLIANCE AND DECORUM WITH OPEN PUBLIC MEETINGS ACT:  
PUBLIC NOTICE**

**TAKE NOTICE** the Passaic County Board of Social Services, has scheduled its regularly monthly meeting for April 2024 to occur on: **Thursday, April 25, 2024 at 9:00AM**. Pursuant to the State of Emergency and Public Health Emergency declared by New Jersey Governor Philip Murphy set forth in Executive Order No. 103, and further limitations on public gatherings set forth in Executive Order No.: 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), and in accordance with Administrative Order No. 20-01 issued by the Passaic County Administrator closing County Buildings to non-essential personnel and the public effective March 18, 2020 at 8:30AM. If a member of the public wishes to place a public comment on the record, please email your comment to: [info@PCBSS.org](mailto:info@PCBSS.org) stating your name, address, and matter to be addressed by the Board by no later than **April 25, 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 login information being: <https://us02web.zoom.us/j/89000909265> with meeting ID: 890 0090 9265 and passcode: 159868. The second will be a call-in telephone number connected to the ZOOM platform: 1-888-475-4499, with meeting ID: 890 0090 9265 and passcode: 159868 The public will also have an opportunity to speak during the “public portion of this meeting,” through both the ZOOM Live Stream Platform and the 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, and follow the procedures provided in this statute. ALSO, pursuant to the

issuance of Executive Order 107, this meeting will be conducted using communications equipment (i.e.: telephonic or internet streaming), which will be in compliance with N.J.S.A. 10:4-6 (the "Open Public Meetings Act"). This is also consistent with P.L. A-3855/S-2294, which was signed into law by Governor Murphy on Friday, March 20, 2020, directing that public meeting be conducted virtually during this pandemic, as well as recent Executive Orders by Governor Murphy numbered: 194 (11/10/20), 195 (11/12/20), and 196 (11/16/20).

#### **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** – March 28, 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:

03/01/2024-03/15/2024 CK# 58794184-58794184	\$1,330,276.33 Payroll
03/16/2024-03/29/2024 CK# 0-0	\$1,321,454.58 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 May 1, 2024: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 131,605.00
▪ Total Cemetery Payments:	\$ 20,956.00

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 (Approval Needed).**

- 1. Case Statistics
- 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics March 2024
- 3. Medicaid – Memorandum of Understanding 2024
- 4. SNAP, TANF, and GA
- 5. Website
- 6. Request-Employment and Labor Law Training for PCBSS employees (Approval Needed).

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 (Informational).**

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. Security
  - a. Monthly report from Sherriff Officers
  - b. 21,565 clients seen in the Paterson office.
  - c. Unable to utilize the X-ray machine.
2. Concerns
  - a. Issues with UFS guards: need for deescalating training.
3. MIS
  - a. Call Center Issues- G12 update to be completed between 6/09/24-7/01/24.

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

**I. Monthly Expenditures**

All monthly expenditures are of a routine nature.

**II. Payment to the “Treasurer State of New Jersey” for payment made to SSI Recipients**

This payment represents the estimated share due to the estate of New Jersey for the Quarter ending March 31, 2024. The amount due to the State of New Jersey is \$179,000.00

Recommendation is to approve payment to Treasurer State of New Jersey in the amount of \$179,000.

**III. Payment to County of Passaic for Fringe, Indirect Cost and Maintenance in Lieu of Rent.**

Fringe Payment 10/1/2023 – 12/31/2023			\$2,877,710.82
Allowance In-lieu of Rent			\$ 157,643.63
Indirect Cost 10/1/2023-12/31/2023	Actual		\$1,185,475.05
	December payment	Estimated	(1,645,000.00)
	Indirect cost due to County		<u>(459,524.95)</u>
	Total Payment due to County		\$2,575,829.5

Recommendation is to approve payment to the County of Passaic in the amount of \$2,575,829.50

#### **IV. Educational Leave: Tuition Reimbursement.**

March 28, 2024, the Board Approved the Educational Leave Committee report which included tuition reimbursements for Toccara Brewington for multiple years going back to courses taken in 2022. Her reimbursements alone exceed the amount of funds available in the budget. My agency budget balance allocated for training expenses at the time of approval was \$11,103 for the entire agency and her approval was \$12,407.14.

At this time, we will disallow the tuition reimbursement for the period of 9/22 – 12/22 due to insufficient funds in the training budget.

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

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

April 19, 2024      Clifton Satellite Office  
Clifton, NJ

April 23, 2024      Martin De Porres Community Table  
Passaic, NJ

April 24, 2024.      Federations Apartments Presentation  
Paterson, NJ

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

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

14.                    **COMMUNICATIONS – (None).**

15.                    **NEW BUSINESS – (None)**

16.                    **OLD BUSINESS –(None)**

17.                    **ADJOURNMENT**