

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

March 28, 2024

The regular meeting of the Passaic County Board of Social Services was held on Thursday, March 28, 2024 at 80 Hamilton Street, Paterson, New Jersey.

PLEASE NOTE: THIS MEETING WAS HELD VIA MS TEAMS LIVE STREAM

PUBLIC NOTICE

TAKE NOTICE the Passaic County Board of Social Services, has scheduled its regularly monthly meeting for February 2024 to occur on: **Thursday, March 28, 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 stating your name, address, and matter to be addressed by the Board by no later than **March 28, 2024@ 7:00AM**. 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 separate formats via the MS TEAMS Platform. The first is via live video through MS TEAMS, with the call-in information being: <https://www.microsoft.com/en-us/microsoft-teams/log-in> with meeting ID of: 237 615 212 288 and passcode: aFxH4v The second will be via a call-in telephone number, which will be: 872-215-1406 with telephone conference ID of: 401 436 525#. The public will also have an opportunity to speak during the “public portion of this meeting,” through both formats – 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.

The meeting was called to order at 9:04 A.M.

Present:

Commissioner Carol Cuadrado, Chairwoman
Commissioner Dr. Jabeen Ahmed, Vice Chairwoman
Commissioner Rev. Douglas Maven, Secretary Treasurer
Commissioner Kathleen A. Donnelly, Assistant Secretary Treasurer
Commissioner Dawn Alston
Commissioner Marilyn Frierson
County Adjuster Dominick Stampone
County Commissioner Bruce James

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

Motion was made by Commissioner Kathleen Donnelly, seconded by Commissioner Dr. Jabeen Ahmed that the minutes of the Board Meeting held February 22, 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 Kathleen Donnelly, seconded by Commissioner Dawn Alston. Motion unanimously carried on roll call.

6B Ratification of payments made for payrolls:

02/01/2024-02/15/2024 CK# 58766732-58766732	\$1,363,946.15 Payroll
02/16/2024-02/29/2024 CK# 58779817-58779817	\$1,391,754.16 Payroll

Motion to ratify payrolls made by Commissioner Kathleen Donnelly, seconded by Commissioner Rev Douglas Maven. Motion unanimously carried on roll call.

6C Motion was made by Commissioner Kathleen Donnelly, seconded by Commissioner Dawn Alston 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 County Commissioner Bruce James, that the Board approved payment of categorical assistance for April 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 County Commissioner Bruce James, 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 Kathleen Donnelly, 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 Bruce James, seconded by Commissioner Kathleen Donnelly. 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

Item No.'s 4 & 5 were verbally amended to reflect approval needed. Motion was made by Commissioner Carol Cuadrado to approve the Executive report, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

1. Case Statistics
2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics
February2024
3. Medicaid – Memorandum of Understanding 2024
4. Collective Bargaining Agreement CWA- (See attached)
5. PWA Contract Negotiations Agreement- (See attached)
6. SNAP, TANF, and GA
7. Employee Handbook (See attached)
8. Call Center
9. Website

EDUCATIONAL LEAVE COMMITTEE (Approval Needed)

Motion to approve the Educational Leave report made by Commissioner Carol Cuadrado, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

1. New Jersey Association of Counties (NJAC)
Annual Conference-2 attendees
2. SKILLPATH TRAINING -Yearly Subscription (Unlimited)- 3 Subscriptions
3. Tuition Reimbursements- 2 employees

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.

FINANCE COMMITTEE (Approval Needed)

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

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

II. 2024 Agency Budget Amendment

The 2024 Agency Budget needs to be amended in order to cover retroactive salary payments for 2022 & 2023 calendar years. The result of the budget amendment will be an increase from \$59,453,357 to \$60,453,357. The amendment did not affect the County Share.

Recommendation is to approve the amendment to the 2024 Agency Budget.

III. Payment to State of NJ for Data Processing and Electronic Benefits Transfer

Recommendation is to approve the March 31, 2024, estimated payment to "Treasurer, State of New Jersey" in the amount of \$32,303.00 for Data processing and EBT software.

IV. Resolution to Purchase 2 Agency Vehicles from the ARP Adult Protective Services Grant

Request authorization to purchase 2 SUVs via the ARP Adult Protective Services Grant (see attached)

COMMUNITY RELATIONS (Informational)

February 20, 2024 Assemblywoman Shavonda Sumter's Senior Breakfast Event Paterson, NJ

February 27, 2024 Hope Academy Family Night Passaic, NJ

COUNSEL'S REPORT

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-February 1, 2024-February 29, 2024
 - a.) Child Support
 - b.) Institutional Medicaid Hearings

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

Motion was made by County Commissioner Bruce James to approve the New Business report amending contractual amount cap to \$25,000, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

1. RFQ: Outside Legal Counsel: Agreement Between the Passaic County Board of Social Services and Eric Bernstein & Associates, L.L.C.
(see attachments)

OLD BUSINESS- (Approval Needed)

Motion was made by Commissioner Rev. Douglas Maven to approve the Old Business report seconded by County Commissioner Bruce James. Motion unanimously carried on roll call.

1. A Resolution Authorizing the Rescinding of Resolution No. 2024-01-06 and Resolution No. 2024-01-09
 - a. Paralegal Specialist for Child Support (2024-01-06)
 - b. Assistant Training Supervisor (2024-01-09)

ADJOURNMENT

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

*****MEETING CONCLUDED – 9:34 A.M.*****

Respectfully submitted,



Rev. Douglas Maven
Secretary Treasurer

Attested to:
Talisa A. Coleman

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, MARCH 28, 2024

@ 9:00 A.M.

Meeting began: A.M. 9:04AM

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	✓	✓	✓	✓	✓	✓
2.	Oath of Allegiance to the Flag									
3.	Roll Call	COMM. AHMED PRESENT	COMM. ALSTON ABSENT	COMM. BARTLETT ABSENT	COMM. CUADRADO PRESENT	COMM. DONNELLY PRESENT	COMM. FRIERSON PRESENT	COUNTY COMM. JAMES PRESENT	COMM REV. MAVEN PRESENT	County Adjuster STAMPONE PRESENT
4.	Statement of Compliance with Open Public Meetings Act									
5.	*Approval of Minutes* Monthly Board Meeting February 22, 2024 Commissioner Kathleen Donnelly Commissioner Dr Ahmed	COMM. AHMED 2nd YES	COMM. ALSTON YES	COMM. BARTLETT -----	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM. JAMES YES	COMM REV. MAVEN YES	County Adjuster STAMPONE YES
6.	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 02/01/2024-02/15/2024 CK# 58766732-58766732 \$1,363,946.15 Payroll CK# 58734563-58734622 02/16/2024-02/31/2024 CK# 58779817-58779817 \$1,391,754.16 Payroll	COMM. AHMED YES	COMM. ALSTON 2nd YES	COMM. BARTLETT -----	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM. JAMES YES	COMM REV. MAVEN YES	County Adjuster STAMPONE YES

Also Attending: Talisa A. Coleman, Executive Director
Thania Melo, Human Resource Manager
Albert Buglione, Special Counsel/Outside Counsel
April Carter, Executive Secretary

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

THURSDAY, MARCH 28, 2024

@ 9:00 A.M.

Meeting began: A.M. 9:04AM

	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
11. <u>Departmental Reports (Informational)</u> A. Abacus Department B. Property and Resources Department C. Training Department D. Child Support Department	-----	-----	-----	-----	-----	-----	-----	-----	-----
12A. <u>Committee Reports</u> <u>Executive Committee (Approval Needed)</u> 1. Case Statistics (Informational) 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics February 2024-(Informational) 3. Medicaid Memorandum of Understanding 4. Collective Bargaining Agreement (CWA) 5. PWA Contract Negotiations Agreement 6. SNAP, TANF, and GA 7. Employee Handbook 8. Call Center 9. Website Commissioner Carol Cuadrado Commissioner Kathleen Donnelly	----- YES YES	----- YES YES	----- ----- -----	----- 1st YES YES	----- 2nd YES YES	----- YES YES	----- YES YES	----- YES YES	----- YES YES

Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
 Albert Bughione, Special Counsel/Outside Counsel
 April Carter, Executive Secretary

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

THURSDAY, MARCH 28, 2024

@ 9:00 A.M.

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12B.	<u>Educational Leave Committee (Approval Needed)</u> 1. <u>New Jersey Association of Counties (NJAC) Annual Conference</u> 2. <u>SKILLPATH TRAINING</u> 3. <u>TUITION REIMBURSEMENTS</u> Commissioner Carol Cuadrado Commissioner Kathleen Donnelly	COMM. AHMED YES YES	COMM. ALSTON YES YES	COMM. BARTLETT ----- -----	COMM. CUADRADO 1st YES YES	COMM. DONNELLY 2nd YES YES	COMM. FRIERSON YES YES	COUNTY COMM JAMES YES YES	COMM REV. MAVEN YES YES	County Adjuster STAMPONE ----- -----
12C.	<u>Personnel Committee (Approval Needed)</u> <ul style="list-style-type: none"> • <u>Confidential Report</u> • <u>Non-Confidential Report</u> Commissioner Carol Cuadrado Commissioner Rev. Douglas Maven	COMM. AHMED YES	COMM. ALSTON YES	COMM. BARTLETT YES	COMM. CUADRADO 1st YES	COMM. DONNELLY YES	COMM. FRIERSON YES	COUNTY COMM JAMES YES	COMM REV. MAVEN 2nd YES	County Adjuster STAMPONE YES

Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
 Albert Buglione, Special Counsel/Outside Counsel
 April Carter, Executive Secretary

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, MARCH 28, 2024
@ 9:00 A.M.**

Meeting began: A.M. 9:04AM

12D.	Good & Welfare Committee (No Report)	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
12E.	<u>Welfare Fraud & 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
12F.	<u>Building & Grounds Committee</u> (Informational) 1. <u>Security</u> - (80 Hamilton Street)- monthly report provided by the Sheriff's Department, 25,101 clients were seen in the Paterson Office. 2. <u>Concerns</u> : UFS Guards- Professionalism.	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

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, MARCH 28, 2024
@ 9:00 A.M.**

Meeting began: A.M. 9:04AM

12G.	<p>Finance Committee (Approval Needed)</p> <p>I. Monthly Expenditures All monthly expenditures are of a routine nature.</p> <p>II. 2024 Agency Budget Amendment The 2024 Agency Budget needs to be amended in order to cover retroactive salary payments for 2022 & 2023 calendar years. The result of the budget amendment will be an increase from \$59,453,357 to \$60,453,357. The amendment did not affect the County Share. Recommendation is to approve the amendment to the 2024 Agency Budget.</p> <p>III. Payment to State of NJ for Data Processing and Electronic Benefits Transfer Recommendation is to approve the March 31, 2024, estimated payment to "Treasurer, State of New Jersey" in the amount of \$32,303.00 for Data processing and EBT software.</p> <p>IV. Resolution to Purchase 2 Agency Vehicles from the ARP Adult Protective Services Grant Request authorization to purchase 2 SUVs via the ARP Adult Protective Services Grant (see attached)</p> <p>Commissioner Kathleen Donnelly Commissioner Rev Douglas Maven</p>	COMM. AHMED YES	COMM. ALSTON YES	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM JAMES YES	COMM REV. MAVEN 2nd YES	County Adjuster STAMPONE -----
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Also Attending: Talisa A. Coleman, Executive Director
Thania Melo, Human Resource Manager
Albert Buglione, Special Counsel/Outside Counsel
April Carter, Executive Secretary

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, MARCH 28, 2024
@ 9:00 A.M.

Meeting began: **A.M. 9:04AM**

12H.	Community Relations Committee - (Informational) <u>1.</u> February 20, 2024- Assembly Woman Shavonda Sumpter's Senior Breakfast Event, Paterson, NJ <u>2.</u> February 27, 2024- Hope Academy Family Night, Passaic, NJ	COMM AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
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Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
 Albert Buglione, Special Counsel/Outside Counsel
 April Carter, Executive Secretary

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
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Meeting began: A.M. 9:04AM

13.	Counsel Monthly Report (Informational) 1. Legal Counsel Report February 1, 2024-February 29, 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.	Communications - (No Report)	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
15.	New Business (Approval Needed) 1. <u>Outside Legal Counsel: Contract Agreement Between the Passaic County Board of Social Services and Eric Bernstein & Associates, L.L.C. as Previously Qualified Under the RFP (Approval Needed; see attachments)</u> County Commissioner Bruce James County Commissioner Kathleen Donnelly	COMM. AHMED YES	COMM. ALSTON YES	COMM. BARTLETT	COMM. CUADRADO YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM JAMES 1st YES	COMM REV. MAVEN YES	County Adjuster STAMPONE
16.	Old Business (Approval Needed) 1. Personnel Report (January 25, 2024, rescheduled February 1, 2024):	COMM. AHMED YES	COMM. ALSTON YES	COMM. BARTLETT	COMM. CUADRADO YES	COMM. DONNELLY YES	COMM. FRIERSON YES	COUNTY COMM JAMES 2nd YES	COMM REV. MAVEN 1st 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

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

THURSDAY, MARCH 28, 2024

@ 9:00 A.M.

Meeting began: A.M. 9:04AM

17.	<p>A Resolution Authorizing the Rescinding of Resolution no. 2024-01-06 and resolution no. 2024-01-09 a. Paralegal Specialist for Child Support (Resolution 2024-01-06) b. Assistant Training Supervisor (Resolution 2024-01-09)</p> <p>Commissioner Rev. Douglas Maven County Commissioner Bruce James</p>	<p>COMM. AHMED YES</p>	<p>COMM. ALSTON YES</p>	<p>COMM. BARTLETT -----</p>	<p>COMM. CUADRADO YES</p>	<p>COMM. DONNELLY 2nd YES</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM JAMES 1st YES</p>	<p>COMM REV. MAVEN YES</p>	<p>County Adjuster STAMPONE -----</p>
	<p>Adjournment 9:34AM</p>									
	<p>County Commissioner Bruce James Commission Kathleen Donnelly</p>									

EXECUTIVE/ CLOSED SESSION

*****MEETING CONCLUDED – 9:34 A.M.*****

Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
 Albert Buglione, Special Counsel/Outside Counsel
 April Carter, Executive Secretary

Passaic County Board of Social Services

Resolution No. 2024-03-00

**A RESOLUTION AUTHORIZING THE HIRING 2FULL-TIME
HUMAN SERVICES AIDES**

WHEREAS the Passaic County Board of Social Services is in need of hiring 2 Full-Time Human Services Aides; and

WHEREAS interviews were conducted for the 2 positions of Full-Time Human Services Aides; and

WHEREAS it is by the recommendation of the Executive Director that the following 2 applicants be hired to the Full-Time Human Services Aides positions:

1. Roger Smith- 3/04/2024
2. Steven Zamora- 3/04/2024

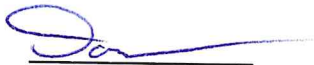
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the applicants to Full- Time Human Services Aides; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of their Full-Time employment with the Passaic County Board of Social Services effective on or after 03/04/2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.


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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-01

A RESOLUTION AUTHORIZING THE PROMOTION OF 1 FULL-TIME HUMAN SERVICES SPECIALIST 1

WHEREAS the Passaic County Board of Social Services is in need of hiring 1 Full-Time Human Services Specialist 1; and

WHEREAS the position of Full-Time Human Services Specialist 1 is a candidate from the open competitive list by NJ Civil Service OL231612; and

WHEREAS interviews were conducted for the position of Full-Time Human Services Specialist 1; and

WHEREAS it is by the recommendation of the Executive Director that the following Leisly Fernandez be promoted to the Full-Time Human Services Specialist 1 position effective 3/4/2024

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned applicant to Full-Time Human Services Specialist 1; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of her Full-Time employment with the Passaic County Board of Social Services effective on or after 03/4/2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-02

A RESOLUTION AUTHORIZING THE HIRING 1 FULL-TIME HUMAN SERVICES SPECIALIST 1

WHEREAS the Passaic County Board of Social Services is in need of hiring 1 Full-Time Human Services Specialist 1; and

WHEREAS the position of Full-Time Human Services Specialist 1 is a candidate from the open competitive list by NJ Civil Service OL231612; and

WHEREAS interviews were conducted for the position of Full-Time Human Services Specialist 1; and

WHEREAS it is by the recommendation of the Executive Director that the following Jamar Kennedy be hired to the Full-Time Human Services Specialist 1 position effective 3/4/2024


NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the aforementioned applicant to Full-Time Human Services Specialist 1; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of his Full-Time employment with the Passaic County Board of Social Services effective on or after 03/4/2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-03

**A RESOLUTION TO HIRE 1 ASSISTANT PERSONNEL
TECHNICIAN**

WHEREAS the Passaic County Board of Social Services is in need of hiring 1 Assistant Personnel Technician; and

WHEREAS it is by the recommendation of the Executive Director that Ingrid Morillo be hired as an Assistant Personnel Technician effective 4/16/24; and

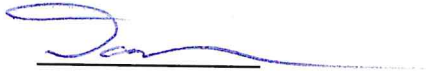
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the applicant as an Assistant Personnel Technician; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of the appointment with the Passaic County Board of Social Services effective on or after April 16, 2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

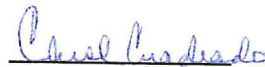
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ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-04

**A RESOLUTION AUTHORIZING THE PROMOTION OF
FOUR PROVISIONAL SOCIAL SERVICE TECHNICIANS**

WHEREAS the Passaic County Board of Social Services is in need of promoting 4 Provisional Social Service Technicians; and

WHEREAS interviews were conducted for the 4 positions of Social Service Technician; and

WHEREAS it is by the recommendation of the Executive Director that the following 4 applicants be provisionally promoted to the position of Social Service Technician:

1. Karla Tavaras- 3/4/2024
2. Jahneeta Bishop- 3/4/2024
3. Nelson Beato- 3/4/2024
4. Brenda Velez- 3/4/2024

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the aforementioned candidates to Social Service Technician; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of their Full-Time employment with the Passaic County Board of Social Services effective on or after 03/4/2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

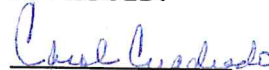
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-05

A RESOLUTION TO PROVISIONALLY PROMOTE ONE ASSISTANT CHIEF INVESTIGATOR

WHEREAS the Passaic County Board of Social Services is in need of promoting 1 Assistant Chief Investigator; and

WHEREAS it is by the recommendation of the Executive Director that Eric Walker be hired as an Assistant Chief Investigator effective 4/1/24; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the applicant as an Assistant Chief Investigator; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of the appointment with the Passaic County Board of Social Services effective on or after April 1, 2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

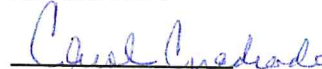
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-06

A RESOLUTION AUTHORIZING THE PROMOTION OF ONE PERMANENT HUMAN SERVICES SPECIALIST 3

WHEREAS the Passaic County Board of Social Services is of promoting one permanent Human Service Specialist 3; and

WHEREAS the one position of Permanent Human Services 3 follow the Civil Service Commission's promotion guidelines; and

WHEREAS the one positions of Permanent Human Services 3 title 07996 are from the CSC listing PL231477; and

WHEREAS it is by the recommendation of the Executive Director that the one candidate be promoted to the position of Permanent Human Service Specialist 3, effective on or after April 01, 2024.

1. Mukhtar, Vanessa FU6099826

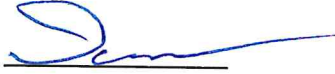
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned employee to Full-Time Permanent Human Service Specialist 3 effective on or after 04/01/2024 and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of her promotion with the Passaic County Board of Social Services effective on or after 04/01/2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

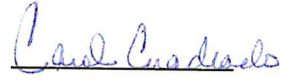
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, March 28, 2024.

ATTEST:

A handwritten signature in blue ink, appearing to read 'Douglas L. Maven', written over a horizontal line.

Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:

A handwritten signature in blue ink, appearing to read 'Carol Cuadrado', written over a horizontal line.

Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services
Resolution No. 2024-03-07

A RESOLUTION AUTHORIZING THE RETROACTIVE PROMOTION OF SHERRIE BODDIE TO PROVISIONAL FULL- TIME TRAINING TECHNICIAN AND PROMOTION TO HUMAN SERVICE 3

WHEREAS the Passaic County Board of Social Services has the need to authorize the change in employment for Sherrie Boddie to Provisional Full-Time Training Technician retroactive to July 25, 2022 and thereafter promoting Sherrie Boddie to the permanent position of Human Service 3 effective April 1, 2024.; and

WHEREAS the position of provisional Training Technician was duly posted and advertised by the Passaic County Board of Social Services; and

WHEREAS interviews were conducted for the position of provisional Full-Time Training Technician which was originally offered to Karan Patel who declined the position; and

WHEREAS Sherrie Boddie was qualified for and accepted the position which required ratification by the Board; and it is by the recommendation of the Executive Director that the following employee be appointed to the provisional Full-Time Training Technician position retroactive to July 25, 2022 and effective April 1, 2024 be promoted to Human Service 3.

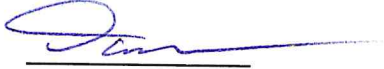
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves of the retroactive changes in the employment of Sherrie Boddie to the position of provisional Full-Time Training Technician retroactive to July 25, 2022 and is now, heretofore promoted to the permanent position of Human Service 3 from civil service certification list PL240030; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of her promotion with the Passaic County Board of Social Services on or after 3/28/24; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board of Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-08

**A RESOLUTION AUTHORIZING THE AMENDMENT OF THE
SALARY RANGE FOR TRAINING TECHNICIAN**

WHEREAS on or about June 16, 2022, the Passaic County Board of Social Services (“Board”) voted to approve the salary range for the position of Training Technician from range 17 to 19; and

WHEREAS it has come to the attention of the Executive Director the proper and appropriate range is between 16 and 19 to which the PCBSS has been adhering; and

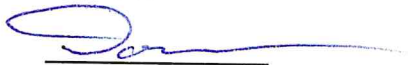
WHEREAS it is by the recommendation of the Executive Director that salary range be amended to reflect the appropriate range made retroactive to June 16, 2022, and going forward; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the amendment to the salary range for training technician; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of any applicable employee.


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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-10

**A RESOLUTION APPROVING THE COLLECTIVE
BARGAINING MEMORANDI OF THE COMMUNICATION
WORKERS OF AMERICA AFL-CIO AND THE
PROFESSIONAL WORKERS OF AMERICA**

WHEREAS the Passaic County Board of Social Services employees and supervisors have enjoyed a relationship with collective bargaining units; and

WHEREAS the last negotiated memorandum of agreement between the Passaic County Board of Social Services ("PCBSS") and the respective Collective Bargaining Units ("CBU") expired in 2021; and

WHEREAS the PCBSS, CWA and PWA have come to a meeting of the mind in their negotiations and are pleased to bring forward their respective Memorandum of Agreements; and

WHEREAS it is by the recommendation of the Executive Director that the PCBSS Commissioners accept and approve the negotiated agreements between the CWA and the PWA as set forth in **Exhibit "1" and Exhibit "2"** respectively and annexed thereto as **Exhibit "3"** the exempt administration employee sheet, all attached hereto for reference.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves and authorizes the negotiated salaries and compensation both retro-active and current, for both the CWA and the PWA all as set forth herein; 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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-11

**A RESOLUTION AUTHORIZING THE RESCINDING OF
RESOLUTION NO. 2024-01-09 AND RESOLUTION NO.
2024-01-06**

WHEREAS on or about February 1, 2024 the Passaic County Board of Social Services ("Board") voted to approve resolution numbers 2024-01-09 and 2024-01-06; and

WHEREAS the Resolutions seeking the approval of candidates to the positions of Assistant Training Supervisor and Paralegal Specialist for Child Support were prematurely placed before the Board and have never been occupied by the named candidates since the time of the Board's ratification; and

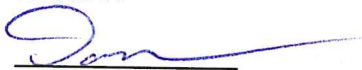
WHEREAS it is by the recommendation of the Executive Director that the two (2) candidates shall remain in the positions they held and continued to hold prior to the appointments of February 1, 2024; and

NOW, THEREFORE BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the rescinding of the aforementioned Resolutions making the same null and void without prejudice to any candidate; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.


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 March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-01-09

**A RESOLUTION AUTHORIZING THE PERMANENT
APPOINTMENT TO THE TITLE OF ASSISTANT TRAINING
SUPERVISOR**

WHEREAS the Passaic County Board of Social Services is in need of permanently appointing 1 Assistant Training Supervisor; and

WHEREAS this appointment to Assistant Training Supervisor is a permanent selection from civil service commission listing PL231990; and

WHEREAS it is by the recommendation of the Executive Director that Johanna Cordova be appointed to the title of Assistant Training Supervisor effective on 1/16/2024; and

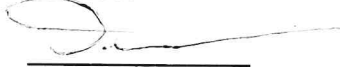
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the appointment of the applicant to permanent title of Assistant Training Supervisor; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of the appointment with the Passaic County Board of Social Services effective January 16, 2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

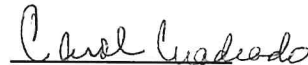
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, February 1, 2024.

ATTEST:



Commissioner Rev. Douglas Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-01-06

**A RESOLUTION TO PROVISIONALLY PROMOTE 1
PARALEGAL SPECIALIST FOR CHILD SUPPORT**

WHEREAS the Passaic County Board of Social Services is in need of hiring 1 Paralegal Specialist for Child Support; and

WHEREAS it is by the recommendation of the Executive Director that Angelina Matarieh be hired as Paralegal Specialist for Child Support effective 2/05/2024 or after; and

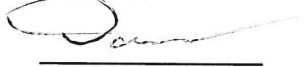
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the applicant as Paralegal Specialist for Child Support; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of the appointment with the Passaic County Board of Social Services effective on or after February 05, 2024; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to place a copy of this resolution in the personnel file of the employee.

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, February 1, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-03-12

**A RESOLUTION AUTHORIZING THE PURCHASE OF TWO
CHEVY EQUINOX VEHICLES**

WHEREAS the Passaic County Board of Social Services requires reliable vehicles in furtherance of the goals and objectives of the agency; and

WHEREAS the Passaic County Board of Social Services received a grant from Adult Protective Services ("APS") which shall fund the purchase of these vehicles; and

WHEREAS the Passaic County Board of Social Services has determined the quote provided by Mall Chevrolet is the most cost effective; and

WHEREAS Mall Chevrolet is part of the Educational Service Commission of New Jersey Co-Op # 65MCESCCPS; and

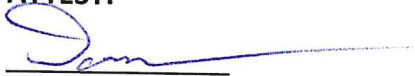
WHEREAS the purchase of these vehicles will be at an amount of \$28,119.25 each; and

WHEREAS it is the recommendation of the Executive Director that the Passaic County Board of Social Services purchase two (2) Chevy Equinox vehicles totaling \$ 56,238.50 as set forth in **Exhibit "A"** attached hereto for reference, effective on or after March 28, 2024.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the purchase of two Chevy Equinox vehicles as set forth herein; 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, March 28, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman