

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

April 25, 2024

The regular meeting of the Passaic County Board of Social Services was held on Thursday, April 25, 2024 at 80 Hamilton Street, Paterson, New Jersey.

PLEASE NOTE: THIS MEETING WAS HELD VIA ZOOM LIVE STREAM

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 stating your name, address, and matter to be addressed by the Board by no later than **April 25, 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 ZOOM, with the call-in information being: <https://us02web.zoom.us/j/89000909265> with meeting ID 890 0090 9265 and passcode: 159868. The second will be via a call-in telephone number, which will be: 888-475-4499 with meeting ID of: 890 0090 9265 and passcode:159868. 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 Marilyn Frierson
County Adjuster Dominick Stampone
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

Motion was made by Commissioner Kathleen Donnelly, seconded by Commissioner Dr. Jabeen Ahmed that the minutes of the Board Meeting held March 28, 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 Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

6B Ratification of payments made for payrolls:

03/01/2024-03/15/2024 CK# 58766732-58794184	\$1,330,276.33 Payroll
03/16/2024-03/29/2024 CK# 0-0	\$1,321,454.58 Payroll

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

6C Motion was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly 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 Marilyn Frierson, that the Board approved payment of categorical assistance for May 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 Marilyn Frierson, 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 County Commissioner John Bartlett, seconded by Commissioner Kathleen Donnelly. 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 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

Motion was made by Commissioner Carol Cuadrado to approve item No. 6 on the Executive report, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

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

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 Marilyn Frierson. 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- In March, 21,565 clients were serviced at the Paterson Office.
2. Concerns-UFS Security-Needs de-escalation training
3. MIS-Call Center- **Update: The G12 update will be complete between June 9th – July 1st.**

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. 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	(459,524.95)
	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. 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.

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.

- 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

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

COMMUNICATIONS (Informational)

1. Announcement: In-Person Board Meetings begin on May 23, 2024; Location: 80 Hamilton Street, Paterson, New Jersey 07505.

NEW BUSINESS- (None)

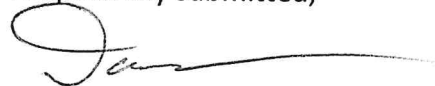
OLD BUSINESS- (None)

ADJOURNMENT (Approval Needed)

Motion for adjournment made by Commissioner Carol Cuadrado, seconded by Commissioner Marilyn Frierson. Motion unanimously carried on roll call.

*****MEETING CONCLUDED – 9:24 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, APRIL 25, 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	✓	✗	✓	✓	✓	✓	✗	✓	✓
2.	Oath of Allegiance to the Flag									
3.	Roll Call	COMM. AHMED PRESENT	COMM. ALSTON ABSENT	COMM. BARTLETT PRESENT	COMM. CUADRADO PRESENT	COMM. DONNELLY PRESENT	COMM. FRIERSON PRESENT	COUNTY COMM. JAMES ABSENT	COMM REV. MAVEN PRESENT	County Adjuster STAMPONE PRESENT
4.	Statement of Compliance with Open Public Meetings Act									
5.	*Approval of Minutes* Monthly Board Meeting <u>March 28, 2024</u>	COMM. AHMED 2nd YES	COMM. ALSTON -----	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 1st YES	COMM. FRIERSON YES	COUNTY COMM. JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE YES
6.	Commissioner Kathleen Donnelly Commissioner Dr. Jabeen Ahmed 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 payroll 03/01/2024-03/15/2024CK# 58766732-58794184 \$1,330,276.33 Payroll 03/16/2024-03/29/2024 CK-0-0 \$1,321,454.58 Payroll	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM. JAMES -----	COMM REV. MAVEN 1st 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
Flavio Rivera, Fiscal Officer

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

THURSDAY, APRIL 25, 2024

@ 9:00 A.M.

Meeting began: A.M. 9:04AM

	C. Clearing Account Transactions (recoveries) relating to the Food Stamp, Medicaid, and General Assistance Programs. (Confidential) Commissioner Rev. Maven Commissioner Kathleen Donnelly	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT YES	COMM. CUADRADO YES	COMM. DONNELLY YES	COMM. FRIERSON 2nd YES	COUNTY COMM JAMES -----	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE YES
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 Commissioner Rev. Douglas Maven Commissioner Marilyn Frierson	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT 1st YES	COMM. CUADRADO YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE YES
8.	Suspend Regular Order of Business (Motion Required) County Commissioner John Bartlett Commissioner Kathleen Donnelly	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT 1st YES	COMM. CUADRADO YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE YES
9.	Public Portion (None)									
10.	Resume Regular Order of Business (Motion Required) County Commissioner John Bartlett Commissioner Kathleen Donnelly	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT 1st YES	COMM. CUADRADO YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM JAMES -----	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
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 Flavio Rivera, Fiscal Officer

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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@ 9:00 A.M.

Meeting began: A.M. 9:04AM

11.	<u>Departmental Reports (Informational)</u> A. Abacus Department B. Property and Resources Department C. Training Department D. Child Support Department	COMM. AHMED	COMM. ALSTON	COMM. BARTLETT	COMM. CUADRADO	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
12A.	<u>Committee Reports Executive Committee (Approval Needed)</u> 1. Case Statistics (Informational) 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics March 2024-(Informational) 3. Medicaid Memorandum of Understanding 4. SNAP, TANF, and GA 5. Website 6. Training-Employment and Labor Law Training (Approval Needed) Commissioner Carol Cuadrado Commissioner Kathleen Donnelly	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
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**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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Meeting began: A.M. 9:04AM

12B.	<u>Educational Leave Committee</u> (No Report)	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuter STAMPONE -----
12C.	<u>Personnel Committee (Approval Needed)</u> <ul style="list-style-type: none"> • Confidential Report • Non-Confidential Report Commissioner Carol Cuadrado Commissioner Marilyn Frierson	COMM. AHMED YES -----	COMM. ALSTON -----	COMM. BARTLETT YES -----	COMM. CUADRADO 1st YES -----	COMM. DONNELLY YES -----	COMM. FRIERSON 2nd YES -----	COUNTY COMM JAMES -----	COMM REV. MAVEN YES -----	County Adjuter STAMPONE YES -----
12D.	<u>Good & Welfare Committee</u> (No Report)	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuter 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 Adjuter STAMPONE -----
12F.	<u>Building & Grounds Committee</u> (Informational) 1. Security - (80 Hamilton Street)- monthly report provided by the Sheriff's Department, 21,565 clients were seen in the Paterson Office.	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuter STAMPONE -----

Also Attending: Talisa A. Coleman, Executive Director
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**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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Meeting began: A.M. 9:04AM

	<p>2. <u>Concerns:</u> UFS Guards-Needs de-escalating training.</p> <p>3. <u>MIS-Call-Center:</u> Update G12 will complete between 6/09/24-7/01/24</p>									
<p>12G.</p>	<p>Finance Committee (Approval Needed)</p> <p>I. Monthly Expenditures</p> <p>All monthly expenditures are of a routine nature.</p> <p>II. Payment to the "Treasurer State of New Jersey" for payment made to SSI Recipients</p> <p>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</p> <p>Recommendation is to approve payment to Treasurer State of New Jersey in the amount of \$179,000.</p>	<p>COMM. AHMED YES</p>	<p>COMM. ALSTON -----</p>	<p>COMM. BARTLETT YES</p>	<p>COMM. CUADRADO YES</p>	<p>COMM. DONNELLY 1st YES</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM JAMES -----</p>	<p>COMM REV. MAVEN 2nd YES</p>	<p>County Adjuster STAMPONE -----</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

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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THURSDAY, APRIL 25, 2024**

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<p>III. Payment to County of Passaic for Fringe, Indirect Cost and Maintenance in Lieu of Rent.</p> <p>Fringe Payment 10/1/2023 – 12/31/2023 \$2,877,710.82 Allowance In-lieu of Rent \$ 157,643.63</p> <p>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 (459,524.95)</p> <p>Total Payment due to County \$2,575,829.5</p> <p>Recommendation is to approve payment to the County of Passaic in the amount of \$2,575,829.50.</p> <p>IV. 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.</p> <p>At this time, we will disallow the tuition reimbursement for the period of 9/22 –</p>	
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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
 Flavio Rivera, Fiscal Officer

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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THURSDAY, APRIL 25, 2024**

@ 9:00 A.M.

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	<p>12/22 due to insufficient funds in the training budget.</p> <p>Commissioner Kathleen Donnelly Commissioner Rev Douglas Maven</p>										
12H.	<p>Community Relations Committee - (Informational)</p> <p><u>1.</u> April 19, 2024 Clifton Satellite Office, Clifton, NJ</p> <p><u>2.</u> April 23, 2024 Martin DePorres Community Table, Passaic, New Jersey</p> <p><u>3.</u> April 24, 2024-Federations Apartments Presentation,</p>	<p>COMM AHMED</p>	<p>COMM. ALSTON</p>	<p>COMM. BARTLETT</p>	<p>COMM. CUADRADO</p>	<p>COMM. DONNELLY</p>	<p>COMM. FRIERSON</p>	<p>COUNTY COMM JAMES</p>	<p>COMM REV. MAVEN</p>	<p>County Adjuster STAMPONE</p>	
13.	<p>Counsel Monthly Report (Informational)</p> <p>1. Legal Counsel Report March 1, 2024-March 31, 2024</p> <p>a.) Child Support Hearings</p> <p>b.) Institutional Medicaid Hearings</p>	<p>COMM. AHMED</p>	<p>COMM. ALSTON</p>	<p>COMM. BARTLETT</p>	<p>COMM. CUADRADO</p>	<p>COMM. DONNELLY</p>	<p>COMM. FRIERSON</p>	<p>COUNTY COMM JAMES</p>	<p>COMM REV. MAVEN</p>	<p>County Adjuster STAMPONE</p>	

Also Attending: Talisa A. Coleman, Executive Director
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14.	Communications (Informational) - 1. Announcement: In-person Board meetings begin on May 23, 2024 at 80 Hamilton Street, Paterson NJ	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
15.	New Business (None)	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
16.	Old Business (None)	COMM. AHMED -----	COMM. ALSTON -----	COMM. BARTLETT -----	COMM. CUADRADO -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
17.	Adjournment 9:24AM Commissioner Carol Cuadrado Commission Kathleen Donnelly	COMM. AHMED YES	COMM. ALSTON -----	COMM. BARTLETT YES	COMM. CUADRADO 1st YES	COMM. DONNELLY 2nd YES	COMM. FRIERSON YES	COUNTY COMM JAMES YES	COMM REV. MAVEN YES	County Adjuster STAMPONE -----

EXECUTIVE/ CLOSED SESSION

*****MEETING CONCLUDED – 9:24 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

Passaic County Board of Social Services

Resolution No. 2024-04-00

A RESOLUTION AUTHORIZING THE HIRING OF EIGHT FULL-TIME HUMAN SERVICES AIDES

WHEREAS the Passaic County Board of Social Services is in need of hiring 8 Full-Time Human Services Aides; and

WHEREAS the 8 positions of Full-Time Human Services Aides were duly posted and advertised by the Passaic County Board of Social Services; and

WHEREAS interviews were conducted for the 8 positions of Full-Time Human Services Aides; and

WHEREAS it is by the recommendation of the Executive Director that the 8 applicants be appointed to the Full-Time Human Services Aides positions salary range and step 7-1, effective on or after April 15, 2024.

1. Shoshauna Wallace
2. Md Mamum Rahman
3. Jihad Hussain
4. Emilio Pi
5. Elijah Rivers
6. Ana Mesa
7. Jasmine Begum
8. Yaribel Diaz

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 effective on or after 04/15/24; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employees of their Full-Time employment with the Passaic County Board of Social Services effective on or after 04/15/24; 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 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, April 25, 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. 2024-04-01

A RESOLUTION TO HIRE ONE ACCOUNTING ASSISTANT

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

WHEREAS interviews were conducted for the position of Full-Time Accounting Assistant; and

WHEREAS it is by the recommendation of the Executive Director that Rosa Rosario be hired as an Accounting Assistant effective 5/1/2024; and

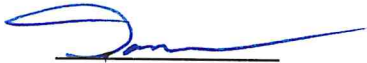
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of Rosa Rosario in the position of Accounting Assistant; and

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 May 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 employee's personnel file.

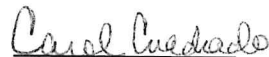
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday, April 25, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-02

A RESOLUTION TO HIRE ONE PAYROLL SUPERVISOR

WHEREAS the Passaic County Board of Social Services is in need of hiring 1 Payroll Supervisor; and

WHEREAS interviews were conducted for the position of Full-Time Payroll Supervisor; and

WHEREAS it is by the recommendation of the Executive Director that Richard Busta be hired as Payroll Supervisor effective 5/1/2024; and

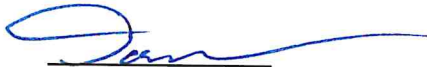
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of Richard Busta as Payroll Supervisor; and

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 on or after May 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 employee's personnel file.

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, April 25, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-03

**A RESOLUTION AUTHORIZING THE PROMOTION TO THE
TITLE OF ASSISTANT ADMINISTRATIVE SUPERVISOR
INCOME MAINTENANCE**

WHEREAS the Passaic County Board of Social Services seeks to promote 2 permanent Assistant Administrative Supervisors of Income Maintenance; and

WHEREAS interviews were conducted for the promotion to Assistant Administrative Supervisor Income Maintenance; and

WHEREAS it is by the recommendation of the Executive Director that Andrew Pogorelec and Christina Kos be promoted to the position of permanent Assistant Administrative Supervisor Income Maintenance, effective on or after April 16, 2024; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotions of the applicants to permanent Assistant Administrative Supervisor Income Maintenance from civil service listing PL240088; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employees of their promotions with the Passaic County Board of Social Services effective on or after 4/16/2024; and

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

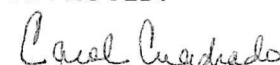
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ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-04

**A RESOLUTION AUTHORIZING THE PROMOTION OF
THREE HUMAN SERVICES SPECIALISTS 3**

WHEREAS the Passaic County Board of Social Services is desirous of promoting 3 Human Services Specialists 3; and

WHEREAS the 3 positions of Human Services Specialists 3 are candidates promoted from the NJ Civil Service PL240030 list of eligible; and

WHEREAS it is by the recommendation of the Executive Director that the 3 candidates be promoted to the position of Human Services Specialist 3, effective on or after 5/1/24.

1. Jose Veloz
2. Zametria Hicks
3. Yesenia Ramos

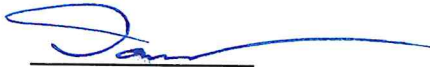
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned employees to Permanent Human Services Specialist 1 effective on or after 05/01/2024; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of their promotion to Permanent Human Service Specialist 1 with the Passaic County Board of Social Services effective on or after 05/01/24; and

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

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, April 25, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-05

A RESOLUTION AUTHORIZING THE PROMOTING 1 FULL-TIME SENIOR CLERK

WHEREAS the Passaic County Board of Social Services is in need of promoting 1 Full-Time Senior Clerk; and

WHEREAS the position of Full-Time Senior Clerk is a candidate from the promotional list by NJ Civil Service PL240363; and

WHEREAS it is by the recommendation of the Executive Director that the following Robin Mcduffie be promoted to the Full-Time Senior Clerk position effective 5/1/2024; and

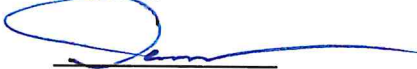
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned to Full- Time Senior Clerk; and

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 05/01/2024; and

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

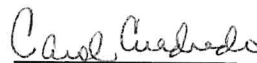
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ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-06

A RESOLUTION AUTHORIZING THE PROMOTING 1FULL-TIME KEYBOARDING CLERK 1

WHEREAS the Passaic County Board of Social Services is in need of promoting 1 Full-Time Keyboarding Clerk 1; and

WHEREAS it is by the recommendation of the Executive Director that Kalena Houchant be promoted to Full-Time Keyboarding Clerk 1 position effective 5/1/2024; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned to Full-Time Keyboarding Clerk 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 05/01/2024; and

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

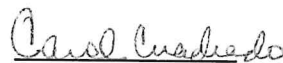
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ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-07

**A RESOLUTION AUTHORIZING THE RETRUN TO THE
PERMANENT CIVIL SERVICE TITLE OF
HUMAN SERVICES SPECIALISTS 4**

WHEREAS the Passaic County Board of Social Services is authorizing the return of the Permanent Civil Service position of Full-Time Human Services Specialist 4; and

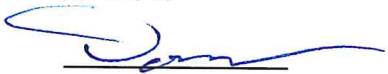
WHEREAS it is by the recommendation of the Executive Director that Maria E. Colon who is currently serving in the provisional position of Assistant Administrator Supervisor of Income Maintenance be returned to the permanent position as set forth above effective 4/16/24; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the return to title of Human Service Specialist 4; 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 April 25, 2024.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2024-04-12

**A RESOLUTION INCREASING THE EEO ATTORNEY
STIPEND FOR MIGDALIA CRUZ**

WHEREAS Migdalia Cruz currently serves in the position of Associate Counsel for the Passaic County Board of Social Services; and

WHEREAS In addition to serving as an Associate Counsel of the Passaic County Board of Social Services, Migdalia also serves as the Equal Employment Officer (EEO); and

WHEREAS in the interest of fairness based on her performance in the areas in which her legal expertise is required, the Board hereby agrees and authorizes an increase in her stipend to \$10,000.00 a year; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby authorizes the increase in the EEO Attorney stipend for Migdalia Cruz to \$10,000.00 a year effective May 1, 2024; 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 its regular meeting held on Thursday April 25, 2024

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman