

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, JUNE 26, 2025
9:00 A.M.**

1. **CALL OF MEETING TO ORDER**

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 June 2025 to occur on: **Thursday, June 26, 2025, at 9:00AM**. Pursuant to New Jersey Governor Philip Murphy’s Executive Order No’s. 103 and 104, the Board shall hold the Regular Meeting at 9:00AM – as scheduled, with no members of the public physically present, as authorized under N.J.S.A. 10:4-12, et seq. If a member of the public wishes to place a public comment on the record, please send an email to: info@PCBSS.org, stating your name, address, and matter to be addressed by the Board, no later than **June 26, 2025 @ 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. 10:4-1, et seq., and Official action may be taken. The Board Meeting for this month will be held in two (2) separate formats via the Zoom platform. The first is via Zoom live video, with the LOG-in information of: <https://us02web.zoom.us/j/83663930031> with meeting ID of: **836 6393 0031** and passcode: **085231**. The second will be a call-in telephone number connected to the Zoom platform: **1-888-475-4499**, with meeting ID: **836 6393 0031** and passcode: **085231**. The public will also have an opportunity to speak during the “public portion of this meeting,” through both the Zoom Live Stream Platform and Zoom telephonic Platform – as authorized by law. If an Executive session is required, the Board will retire to a closed session- pursuant to N.J.S.A. 10:4-6 (“Open Public Meetings Act), and follow the procedures provided in this statute.

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 March 20, 2020, allowing all public meetings to be conducted virtually as well as Governor Murphy’s Executive Order No.’s: 194 (11/10/20), 195 (11/12/20), and 196 (11/16/20).

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

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

STATEMENT ON DECORUM AND CONDUCT AT PUBLIC MEETINGS

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

5. **APPROVAL OF MINUTES** – May 29, 2025

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:

05/01/2025-05/15/2025 CK# 59204184-59204185 \$1,608,041.92 Payroll

05/16/2025-05/31/2025 CK# 59218795-59218795 \$1,603,542.73 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 July 1, 2025: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

- Total Funeral Home Payments: \$ 249,678.71
- Total Cemetery Payments: \$ 39,937.00

8.

SUSPEND REGULAR ORDER OF BUSINESS (Motion Required)

9.

PUBLIC PORTION

10.

RESUME REGULAR ORDER OF BUSINESS (Motion Required)

11.

DEPARTMENTAL REPORTS (Informational)

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

12.

COMMITTEE REPORTS

- A. Executive Committee – Commissioner Carol Cuadrado, Chairwoman **(Informational)**.
 - 1. Case Statistics (Informational)
 - 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics May 2025 (Informational)
 - 3. SNAP Timeliness and Error Rates (Informational)
 - 4. Work Registration and ABAWD Screening Requirements (Informational):
 - 5. DFD Call Center – One Year In (Informational)
- B. Educational Leave Committee – Commissioner Cuadrado, Chairwoman (No Report).
- C. **Personnel Committee – Commissioner Cuadrado, Chairwoman (Approval Needed)**
 - Confidential Report
 - Non-Confidential Report
- D. Good and Welfare Committee – Commissioner Ahmed, Vice Chairwoman (No Report).

- E. Welfare Fraud & Abuse Committee – **(Informational)**.
 - **Fraud Statistics Included in the Abacus Department Report (11A)**
- F. Building & Grounds Committee – Commissioner Cuadrado (Informational; see Agenda 12G for approval)

Monthly Reports:

- 1. Paterson Office Security Updates
- 2. Haskell Security Updates
- 3. Call Center Average Monthly Statistics
- 4. MIS Department-
 - a.) Manage Engine one-year contract renewal.
 - b.) Adobe Acrobat one-year contract renewal.
 - c.) Sonic Wall Support one-year contract renewal.

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

- I. **Monthly Expenditures**
All monthly expenditures are of a routine nature.
- II. **Resolution Renewing Prescription Benefit Program 2025-2026.**
- III. **Resolution authorizing the acceptance of LIHEAP CWA Administration Grant funds**
- IV. **Resolution authorizing the acceptance of Universal Service Fund CWA Administration grant**
- V. **Approved Payment for Data Processing and EBT to Treasurer State of NJ for the Quarter Ending 6/30/2025**
- VI. **Resolution Renewing the one-year Contract with Manage Engine.**
- VII. **Resolution Renewing the one-year Contract with Adobe Acrobat.**
- VIII. **Resolution Renewing the one-year Contract for Sonic Wall Support.**

H. Community Relations Committee – Commissioner Rev. Maven, Secretary Treasurer **(Informational)**

- Monthly Community Outreach Activity Report
John Currie, Chief Community Organization

May 22, 2025 **City of Paterson Human Services and Casa Amor**
Mental Health Wellness & Prevention Fair - Table event
10AM - Cancelled

May 29, 2025 **City of Paterson Human Services and Casa Amor**
Mental Health Wellness & Prevention Fair - Table event
10AM **Rescheduled Date**

June 7, 2025 **Grace Gospel Church**
HOPE Day – Table event
1PM

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

1. Legal Counsel Hearings via Conference Call: May 1, 2025-
May 31, 2025
 - a.) Child Support Matters with Passaic County Superior Court Judges.
 - b.) Child Support Matters with Passaic County Superior Court Hearing Officer Matter.
 - c.) Institutional Medicaid Hearings with Judges at Office of Administrative Law.

14. **COMMUNICATIONS – (None)**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **EXECUTIVE SESSION (None)**

18. **ADJOURNMENT**