

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

December 22, 2025

The regular meeting of the Passaic County Board of Social Services was held on Monday, December 22, 2025, 9:00AM

PUBLIC NOTICE

TAKE NOTICE the Passaic County Board of Social Services has scheduled its regular monthly meeting for December 2025 to occur on: **Monday, December 22, 2025, at 9:00AM (EST)**. Specifically, the Board will hold this meeting as scheduled, in person, at its main office, 80 Hamilton Street, Paterson, New Jersey, in the Board Room, 3rd floor. The public is invited to attend and will be allowed to participate in the manner prescribed and in compliance with the Open Public Meetings Act, N.J.S.A. 10: 4-6, et. seq. It should also be noted that official action will be taken, and that this Notice was published in compliance with applicable provisions of N.J.S.A. 10: 4-6, et. seq. If an Executive session is required, the Board will retire to a closed session pursuant to the Open Public Meeting Act, N.J.S.A. 10: 4-6 et. seq. and follow the procedures provided in this statute.

In addition, the within Notice has been posted at (2) two locations. Namely: 1. Main office of PCBSS, 80 Hamilton St., Paterson NJ; and 2. County Administrative Building, 401 Grand St. first floor, Paterson NJ. Also, the within Notice has been forwarded to Louis Imhof, III Clerk to the Passaic County Board of the Commissioners, 401 Grand St., 2nd floor, Paterson NJ, to advise the Honorable Board of Commissioners of this meeting, as well as to Matthew Jordan, Esq., Passaic County Administrator, for notice to the County of Passaic.

Lastly, the within Notice has been published in the official newspapers for the PCBSS, **The Record** and **Herald News**, on December 19, 2025, which is in compliance with the Publication Rule. Based upon all of the foregoing, it is respectfully submitted that the PCBSS has complied with its obligations for Public Notice, pursuant to New Jersey's Open Public Meetings 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.

The meeting was called to order at 9:08 A.M.

Present: Commissioner Jabeen Ahmed, Vice Chairwoman
Commissioner Paula Alford
Commissioner Carol Cuadrado, Chairwoman
County Commissioner Rodney De Vore
Commissioner Marilyn Frierson
Commissioner Rev. Douglas Maven, Secretary Treasurer

Also Present:

Talisa A. Coleman, Executive Director
April L. Carter, Executive Assistant
Flavio Rivera, PCBSS Fiscal Officer
Thania Melo, Human Resource Manager
Albert Buglione, Special/Outside Counsel
Oshin Castillo, Chief of Operations

Motion was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Jabeen Ahmed that the minutes of the Board Meeting held November 25, 2025, be approved with the notation that Commissioner Marilyn Frierson was not present at that meeting. The motion was carried on roll call with Commissioner Carol Cuadrado abstaining.

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 Jabeen Ahmed. Motion unanimously carried on roll call

6B Ratification of payments made for payrolls:

11/01/2025-11/15/2025 CK#	NONE	\$1,617,012.61 Payroll
11/16/2025-11/30/2025 CK#	NONE	\$1,608,782.37 Payroll

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

6C Motion was made by Commissioner Rev Douglas Maven, seconded by Commissioner Jabeen Ahmed that the 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 Paula Alford, seconded by Commissioner Jabeen Ahmed, that the Board approved payment of categorical assistance for January 1, 2026, consisting of Temporary Assistance to Needy Families, Refugee Assistance and Social Service Emergency Assistance. Motion unanimously carried on roll call.

7B Funeral Grants: Motion was made by Commissioner Paula Alford, seconded by Commissioner Jabeen Ahmed, 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 Jabeen Ahmed, seconded by Commissioner Rev. Douglas Maven. Motion unanimously carried on roll call.

PUBLIC PORTION (None)**RESUME REGULAR ORDER OF BUSINESS**

Motion to resume the regular order of business made by Commissioner Jabeen Ahmed, seconded by Commissioner Marilyn Frierson. Motion carried on roll call.

DEPARTMENTAL REPORTS (Informational)

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 (Approval needed)

Motion to approve item no. 3, 4, 5, and 6 on the Executive report made by Commissioner Carol Cuadrado, seconded by Commissioner Paula Alford. Motion carried on roll call.

- 1. Case Statistics (Informational)
- 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics November 2025 (Informational)

3. RFQ: Resolution Appointing General Counsel Services for the Passaic County Board of Social Services (RFQ# 02-2025-Approval Needed, see attached)
4. Resolution Authorizing the Experiential Education Affiliation Agreement: MSW (Approval Needed; see attached)
5. PCBSS 2026 Committee and Yearly Board Meeting Schedules (Approval Needed; see attached)
6. One-year Extension of the Partnership Agreement between the Passaic County Board of Social Services and CUMAC. (Approval Needed; see Fiscal Agenda No. 12G for Approval)
7. **DFD** (Informational)
 - a. SNAP Navigators
 - b. State (DFD) Call Center Updates
 - c. CAPES Conversion
 - d. EBT Updates
 - e. Timeliness & Payment Error Rates
 - f. SNAP QC Interviews
8. **ABAWD** Implementation (Informational)
9. **Medicaid** (Informational)
 1. OBBBA Planning
 2. MOU-The Memorandum of Understanding

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 (Informational)

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)

Copies of the Building and Grounds report were provided to the Board and are attached hereto and made a part of these minutes.

1. Paterson/Passaic Office Security Updates
2. Call Center Operations; Average Monthly Statistics
3. MIS Report and Systems Updates

FINANCE COMMITTEE (Approval Needed)

Motion to approve the Finance Committee report was made by Commissioner Rev. Douglas Maven, seconded by County Commissioner Rodney De Vore. Motion unanimously carried on roll call.

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

II. Adult Protective Service Grant

Recommendation is to approve the acceptance of the Adult Protective Service Grant for the year 2026 in the amount of \$415,906.00.

III. Resolution Cancelling stale dated checks for several accounts.

Resolution approving the cancellation of stale dated checks from our Administration account, Clearing Account, Payroll Account and General Assistance Account.

IV. Payment to Reimburse the County of Passaic for Fringe Benefits, Maintenance in Lieu of Rent and an estimated amount for Indirect Cost for the Month of September 2025.

Fringe Benefits 9/30/2025	\$3,766,552.24
Maintenance in Lieu of Rent 9/30/2025	\$242,851.20
Indirect Cost (Estimated)	\$1,448,337.00

Recommendation is to approve payment to County of Passaic totaling \$5,457,740.44

V. Payment to State of NJ for Data Processing and Electronic Benefits Transfer for the Quarter Ended December 31, 2025

Data Processing and Electronic Benefits Transfer Billing from the State of NJ for the Quarter Ending December 31, 2025, in the amount of \$227,382.00

Recommendation is to approve payment to Treasurer, State of New Jersey in the amount of \$227,382.00

VI. Transfer of Funds Resolution

Attached is a copy of the Transfer of Funds Resolution listed for Approval.

VII. Resolution Authorizing a one-year Extension of the Partnership Agreement between the Passaic County Board of Social Services and CUMAC.

Recommendation is to approve the one-year extension of the partnership agreement between the Passaic County Board of Social Services and CUMAC.

COMMUNITY RELATIONS

- Community Outreach Monthly Activity Report (No Report)
John Currie, Chief Community Organization

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 Hearings via Conference Call: November 1, 2025-
November 30, 2025
 - a.) Child Support Matters with Passaic County Superior Court Judges
 - b.) Child Support Matters with Passaic County Hearing Officers

COMMUNICATIONS (None)

NEW BUSINESS (Walk-on item)

Walk-on item introduced recommendation that County Commissioner Rodney DeVore be appointed to the Personnel and Finance Committees. Motion was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Carol Cuadrado. Motion unanimously carried on roll call.

OLD BUSINESS- (Approval Needed)

Motion to approve amended October 2025 ABACUS report (Agenda no. 11A) was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Marilyn Frierson. Motion unanimously carried on roll call.

1. Amended October 2025 ABACUS Report (Agenda No. 11A)

EXECUTIVE SESSION- (Approval Needed)

Motion to enter into Executive Session at 9:25AM was made by Commissioner Jabeen Ahmed, seconded by Commissioner Rev. Douglas Maven to discuss Attorney, Client Privilege: Personnel Matters. Commissioner Carol Cuadrado not present for Executive Session. Motion unanimously carried on roll call.

ADJOURNMENT (Approval Needed)

Motion for adjournment made by Commissioner Rev. Douglas Maven, seconded by Commissioner Marilyn Frierson. Motion unanimously carried on roll call.

*****MEETING CONCLUDED – 11:22 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**

MONDAY, DECEMBER 22, 2025

@ 9:00 A.M.

Meeting began: A.M. 9:08AM

AGENDA NO.	DESCRIPTION	COMM. AHMED ✓	COMM. ALFORD ✓	COMM. CUADRADO ✓	COUNTY COMM. DeVore ✓	COMM. DONNELLY X	COMM. FRIERSON ✓	COUNTY COMM. JAMES X	COMM REV. MAVEN ✓	County Adjuster STAMPONE X
1. 2.	Call Meeting to Order Oath of Allegiance to the Flag									
3.	Roll Call	COMM. AHMED PRESENT	COMM. ALFORD PRESENT	COMM. CUADRADO PRESENT	COUNTY COMM. DeVore PRESENT	COMM. DONNELLY ABSENT	COMM. FRIERSON PRESENT	COUNTY COMM. JAMES ABSENT	COMM REV. MAVEN PRESENT	County Adjuster STAMPONE ABSENT
4.	Statement of Compliance with Open Public Meetings Act									
5.	*Approval of Minutes* Monthly Board Meeting <u>November 25, 2025</u> Commissioner Rev. Maven Commissioner Ahmed	COMM. AHMED 2nd YES	COMM. ALFORD YES	COMM. CUADRADO YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON YES	COUNTY COMM. JAMES -----	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE -----
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 11/01/2025-11/15/2025 CK# NONE \$1,617,012.61 Payroll 11/16/2025-11/30/2025 CK# NONE \$1,608,782.37 Payroll	COMM. AHMED 2nd YES	COMM. ALFORD YES	COMM. CUADRADO YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON YES	COUNTY COMM. JAMES -----	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
Flavio Rivera, Fiscal Officer
Oshin Castillo, Chief of Operations

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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7.	<p>C. Clearing Account Transactions (recoveries) relating to the Food Stamp, Medicaid, and General Assistance Programs. (Confidential) Commissioner Rev. Maven Commissioner Ahmed</p> <p>Assistance A. Motion to approve categorical assistance payments for January 1, 2026: Temporary Assistance to Needy Families; Refugee Assistance; and Social Service Emergency Assistance. B. Funeral Grants</p> <p>Commissioner Alford Commissioner Ahmed</p>	<p>COMM. AHMED 2nd YES</p>	<p>COMM. ALFORD 1st YES</p>	<p>COMM. CUADRADO YES</p>	<p>COUNTY COMM. DeVore YES</p>	<p>COMM. DONNELLY -----</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM. JAMES -----</p>	<p>COMM REV. MAVEN YES</p>	<p>County Adjuster STAMPONE -----</p>
8.	<p>Suspend Regular Order of Business (Motion Required)</p> <p>Commissioner Ahmed Commissioner Rev Maven</p> <p>Public Portion (None)</p>	<p>COMM. AHMED 1st YES</p>	<p>COMM. ALFORD YES</p>	<p>COMM. CUADRADO YES</p>	<p>COUNTY COMM. DeVore YES</p>	<p>COMM. DONNELLY -----</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM. JAMES -----</p>	<p>COMM REV. MAVEN 2nd YES</p>	<p>County Adjuster STAMPONE -----</p>
9.										
10.	<p>Resume Regular Order of Business (Motion Required) Commissioner Ahmed Commissioner Frierson</p>	<p>COMM. AHMED 1st YES</p>	<p>COMM. ALFORD YES</p>	<p>COMM. CUADRADO YES</p>	<p>COUNTY COMM. DeVore YES</p>	<p>COMM. DONNELLY -----</p>	<p>COMM. FRIERSON 2nd YES</p>	<p>COUNTY COMM. JAMES -----</p>	<p>COMM REV. MAVEN YES</p>	<p>County Adjuster STAMPONE -----</p>

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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MONDAY, DECEMBER 22, 2025

@ 9:00 A.M.

Meeting began: A.M. 9:08AM

<p>12A.</p>	<p>Executive Committee Reports <u>Case Statistics (Informational)</u> 1. Case Statistics (Informational) 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics November 2025 (Informational) 3. RFQ: Resolution Appointing General Counsel Services for the Passaic County Board of Social Services (RFQ# 02-2025-Approval Needed, see attached) 4. Resolution Authorizing the Experiential Education Affiliation Agreement: MSW (Approval Needed; see attached) 5. PCBSS 2026 Committee and Yearly Board Meeting Schedules (Approval Needed; see attached) 6. One-year Extension of the Partnership Agreement between the Passaic County Board of Social Services and CUMAC. (Approval Needed; see Fiscal Agenda No. 12G for Approval) 7. DFD (Informational) a. SNAP Navigators b. State (DFD) Call Center Updates c. CAPES Conversion d. EBT Updates e. Timeliness & Payment Error Rates f. SNAP QC Interviews 8. ABAWD Implementation (Informational) 9. Medicaid (Informational) 1. OBBA Planning 2. MOU-The Memorandum of Understanding</p>	<p>COMM. AHMED YES</p>	<p>COMM. ALFORD YES</p>	<p>COMM. CUADRADO YES</p>	<p>COUNTY COMM. DeVore YES</p>	<p>COMM. DONNELLY -----</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM. JAMES -----</p>	<p>COMM REV. MAVEN 2nd YES</p>	<p>County Adjuster STAMPONE -----</p>
<p>Commissioner Cuadrado Commissioner Alford</p>	<p>COMM. AHMED YES</p>	<p>COMM. ALFORD 2nd YES</p>	<p>COMM. CUADRADO 1st YES</p>	<p>COUNTY COMM. DeVore YES</p>	<p>COMM. DONNELLY -----</p>	<p>COMM. FRIERSON YES</p>	<p>COUNTY COMM. JAMES -----</p>	<p>COMM REV. MAVEN YES</p>	<p>County Adjuster STAMPONE -----</p>	

Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
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 Oshin Castillo, Chief of Operations

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

MONDAY, DECEMBER 22, 2025

@ 9:00 A.M.

Meeting began: A.M. 9:08AM

12B.	Educational Leave Committee (No Report)	COMM. AHMED	COMM. ALFORD	COMM. CUADRADO	COUNTY COMM. DeVore	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
12C.	<p>Personnel Committee (Approval Needed)</p> <ul style="list-style-type: none"> • Confidential Report • Non-Confidential Report <p>Commissioner Cuadrado Commissioner Frierson</p>	COMM. AHMED YES	COMM. ALFORD YES	COMM. CUADRADO 1st YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON 2nd YES	COUNTY COMM JAMES -----	COMM REV. MAVEN YES	County Adjuster STAMPONE -----
12D.	Good & Welfare Committee (No Report)	COMM. AHMED -----	COMM. ALFORD -----	COMM. CUADRADO -----	COUNTY COMM. DeVore -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----

Also Attending: Talisa A. Coleman, Executive Director
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PASSAIC COUNTY BOARD OF SOCIAL SERVICES
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12E.	<p>Welfare Fraud & Abuse Committee Fraud Statistics Included in the Abacus Dept. Report 11A (informational)</p>	COMM. AHMED	COMM. ALFORD	COMM. CUADRADO	COUNTY COMM. DeVore	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
12F.	<p>Building & Grounds Committee (Informational) 1. Paterson/Passaic Office Security Updates 2. Call Center Operations; Average Monthly Statistics 3. MIS Report and Systems Updates</p>	COMM. AHMED	COMM. ALFORD	COMM. CUADRADO	COUNTY COMM. DeVore	COMM. DONNELLY	COMM. FRIERSON	COUNTY COMM JAMES	COMM REV. MAVEN	County Adjuster STAMPONE
12G.	<p>Finance Committee (Approval Needed) I. Monthly Expenditures All monthly expenditures are of a routine nature. II. Adult Protective Service Grant Recommendation is to approve the acceptance of the Adult Protective Service Grant for the year 2026 in the amount of \$415,906.00. III. Resolution Cancelling stale dated checks for several accounts. Resolution approving the cancellation of stale dated checks from our Administration account, Clearing Account, Payroll Account and General Assistance Account. IV. Payment to Reimburse the County of Passaic for Fringe Benefits, Maintenance in Lieu of Rent and an estimated amount for Indirect Cost for the Month of September 2025. Fringe Benefits 9/30/2025</p>	COMM. AHMED YES	COMM. ALFORD YES	COMM. CUADRADO YES	COUNTY COMM. DeVore 2nd YES	COMM. DONNELLY	COMM. FRIERSON YES	COUNTY COMM JAMES	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE

Also Attending: Talisa A. Coleman, Executive Director
 Thania Melo, Human Resource Manager
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 April Carter, Executive Secretary
 Flavio Rivera, Fiscal Officer
 Oshin Castillo, Chief of Operations

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

**MONDAY, DECEMBER 22, 2025
@ 9:00 A.M.**

Meeting began: A.M. 9:08AM

	<p>\$3,766,552.24 Maintenance in Lieu of Rent 9/30/2025 \$242,851.20 Indirect Cost (Estimated)\$1,448,337.00 Recommendation is to approve payment to County of Passaic totaling \$5,457,740.44 V. Payment to State of NJ for Data Processing and Electronic Benefits Transfer for the Quarter Ended December 31, 2025 Data Processing and Electronic Benefits Transfer Billing from the State of NJ for the Quarter Ending December 31, 2025, in the amount of \$227,382.00 Recommendation is to approve payment to Treasurer, State of New Jersey in the amount of \$227,382.00 VI. Transfer of Funds Resolution Attached is a copy of the Transfer of Funds Resolution listed for Approval. VII. Resolution Authorizing a one-year Extension of the Partnership Agreement between the Passaic County Board of Social Services and CUMAC. Recommendation is to approve the one-year extension of the partnership agreement between the Passaic County Board of Social Services and CUMAC.</p>									
	<p align="center">Commissioner Rev. Douglas Maven County Commissioner De Vore</p>									

Also Attending: Talisa A. Coleman, Executive Director
Thania Melo, Human Resource Manager
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12H.	<u>Community Relations Committee</u> (No Report)	COMM. AHMED -----	COMM. ALFORD -----	COMM. CUADRADO -----	COUNTY COMM. DeVore -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
13.	<u>Counsel's Monthly Report</u> (Informational) Legal Counsel Reports: November 1, 2025-November 30, 2025	COMM. AHMED -----	COMM. ALFORD -----	COMM. CUADRADO -----	COUNTY COMM. DeVore -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
14.	Communications (No Report)	COMM. AHMED -----	COMM. ALFORD -----	COMM. CUADRADO -----	COUNTY COMM. DeVore -----	COMM. DONNELLY -----	COMM. FRIERSON -----	COUNTY COMM JAMES -----	COMM REV. MAVEN -----	County Adjuster STAMPONE -----
15.	New Business (Approval Needed) Walk-on item introduced recommendation that County Commissioner Rodney DeVore be appointed to the Personnel and Finance Committees. Commissioner Rev Maven Commissioner Cuadrado	COMM. AHMED YES	COMM. ALFORD YES	COMM. CUADRADO 2nd YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON YES	COUNTY COMM JAMES -----	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE -----
16.	Old Business (Approval Needed) 1. Amended October 2025 ABACUS Report (Agenda No. 11A) Commissioner Maven Commissioner Frieron	COMM. AHMED YES	COMM. ALFORD YES	COMM. CUADRADO YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON 2nd YES	COUNTY COMM JAMES -----	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE -----

Also Attending: Talisa A. Coleman, Executive Director
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17.	Adjournment 11:22AM	COMM. AHMED YES	COMM. ALFORD YES	COMM. CUADRADO YES	COUNTY COMM. DeVore YES	COMM. DONNELLY -----	COMM. FRIERSON 2nd YES	COUNTY COMM. JAMES -----	COMM REV. MAVEN 1st YES	County Adjuster STAMPONE -----
	Commissioner Rev. Douglas Maven Commissioner Friereson									

EXECUTIVE/ CLOSED SESSION

Motion to enter into Executive Session at 9:25AM was made by Commissioner Jabeen Ahmed, seconded by Commissioner Rev. Douglas Maven to discuss Attorney, Client Privilege: Personnel Matters. Motion unanimously carried on roll call.

The Board exited the Executive Session at 11:17AM and returned to open session

*****MEETING CONCLUDED – 11:22 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
 Oshin Castillo, Chief of Operations

Passaic County Board of Social Services

Resolution No. 2025-12-00

A RESOLUTION APPOINTING A GENERAL COUNSEL FOR PASSAIC COUNTY BOARD OF SOCIAL SERVICES

WHEREAS the Passaic County Board of Social Services ("PCBSS") requires the services of a General Counsel; and

WHEREAS the Passaic County Board of Social Services ("PCBSS") published on November 30, 2025, in compliance with the public contracts law, a Request for Qualifications for General Counsel; and

WHEREAS The Request for Qualifications (RFQ) was returnable on December 11, 2025; and

WHEREAS the Committee found that Buglione, Hutton & Deyoe, LLC, Attorneys at Law, met all criteria; and

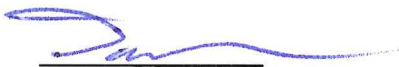
WHEREAS based on the submissions and qualifications set forth therein, the PCBSS finds that Buglione, Hutton & Deyoe, LLC, Attorneys at Law are ideal to serve as General Counsel; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby qualifies and appoints Buglione, Hutton & Deyoe, LLC, Attorneys at Law, as General Counsel, from December 19, 2025, through December 18, 2026, for a retainer in the amount of \$99,250.00. and an hourly at a rate as follows:

\$175.00 per hour for partner, \$155.00 per hour for Associate and \$95.00 per hour for Paralegal/Law Clerk, for litigation and other matters outside the normal scope of performance, all as attached hereto as **Exhibit "1"**; 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 Monday, December 22, 2025

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

Resolution No. 2025-12-01

A RESOLUTION AUTHORIZING THE EXPERIENTIAL EDUCATION AFFILIATION AGREEMENT: MSW

WHEREAS the Passaic County Board of Social Services (“PCBSS”) is a public entity in the State of New Jersey that employs workers for the purposes of providing benefits and other services to needy citizens of the County of Passaic; and

WHEREAS as part of its services to the community, it encourages training in the areas of social services and is committed to mentorship and apprenticeship through shadow training and research opportunities and experiential education; and

WHEREAS the Executive Director has been asked to allow a current employee/ student to obtain practical experience in support of her MSW at Fairleigh Dickenson University through her work at the Passaic County Board of Social Services; and

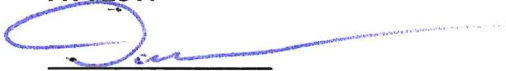
WHEREAS The Executive Director is hereby recommending the approval of experimental education with Fairleigh Dickenson student Miabella Cassanova which shall afford a working educational experience in furtherance of her Masters in Social Work; and

WHEREAS, The Experiential Education Learner understands and shall adhere to all federal and state privacy laws; and

NOW THEREFORE, BE IT RESOLVED that the PCBSS hereby approves the Experiential Education Learner as set for in **Exhibit” A”** and authorizes its execution of the agreement by the Executive Director; and

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board of Social Services upon a roll call of all members eligible to vote at the December 22, 2025, general meeting.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2025-12-02

**A RESOLUTION AUTHORIZING A PARTNERSHIP
BETWEEN PASSAIC COUNTY BOARD OF SOCIAL
SERVICES AND CUMAC**

WHEREAS the Passaic County Board of Social Services has been invited to partner with CUMAC a non- profit organization that will be the lead agency in the acceptance of a Grant in the amount of \$55,000.00; and

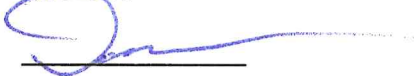
WHEREAS this partnership, funded through a \$55,000. Grant will pay for one (1) dedicated PCBSS employee who will assist in the SNAP program and become part of the “Full Loop Navigation Team” as a benefit to the client population served by both agencies, all as set forth in **Exhibit “A”**; and

NOW THEREFORE, BE IT RESOLVED that based on the recommendation of the Executive Director that the Passaic County Board of Social Services hereby approves the Partnership between PCBSS and CUMAC; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to enter into the forgoing partnership which shall be effective January 1, 2026 through December 31, 2026; and

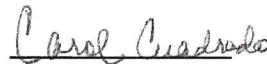
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Monday, December 22, 2025.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Passaic County Board of Social Services

Resolution No. 2025-12-03

A RESOLUTION AUTHORIZING THE ADVANCEMENT FROM TRAINEE/APPRENTICE TO JOURNEYMAN TITLE

WHEREAS the Passaic County Board of Social Services is desirous of promoting Rosa Rosario to the title of Journeyman 004; and

WHEREAS Rosa Rosario successfully completed the required training for the advancement set forth above; and

WHEREAS it is by the recommendation of the Executive Director that Rosa Rosario be promoted to the probationary position of Journeyman effective on or after 01/01/2026.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the probationary promotion of the aforementioned employee to Journeyman effective on or after 01/01/2026; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized and directed to notify the employee of their promotion to Journeyman with the Passaic County Board of Social Services effective on or after 12/22/2025; and

BE IT FURTHER RESOLVED that the 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 December 22, 2025.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

RESOLUTION AUTHORIZING CANCELLATION OF OUTSTANDING CHECKS

FROM OUR ADMINISTRATION ACCOUNT

Resolution No. 2025-12-04

WHEREAS, the following checks issued from the Passaic County Board of Social Services administration, clearing and GA account have been outstanding for more than six months and are now stale dated;

WHEREAS, it is necessary to formally cancel outstanding checks:

ADMIN:

DATE	CHECK NUMBER	PAYEE	AMOUNT
07/25/24	2833	JERSEY CENTRAL POWER & LIGHT	\$ 448.35
09/01/24	3009	*LISA L DUNHAM	\$400.00
09/01/24	3023	ANIA MANAGEMENT	\$176.00
010/1/24	3145	BOULEVARD CONGREGATE SERVICES	\$74.71
05/15/25	4047	LORETTA YOUGH	\$218.00
03/0125	3790	LAURA ANNE YOUGH-CHEATHAM	\$500.00
05/01/25	4023	10 COURTLAND STREET LLC	\$187.00
06/01/25	4122	FLORIO MANAGEMENT INC	\$1,086.75
06/15/25	4156	* PATRICIA RHODES	\$270.00

CLEARING:

DATE	CHECK NUMBER	PAYEE	AMOUNT
12/21/23	9113	Ana Rosado	\$450.00

GA:

DATE	CHECK NUMBER	PAYEE	AMOUNT
08/29/24	739455	Women & Families Ascending Assoc.	\$1,610.00
01/07/25	739823	Best Deal Appliances & Furniture's	\$450.00

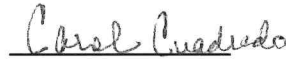
THEREFORE, BE IT RESOLVED, by the Passaic County Board of Social Services, that the checks indicated are hereby authorized for cancellations of stale dated checks.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman

Transfer of Funds

RESOLUTION No. 2025-12-05

WHEREAS, there will be a projected deficit balance in the following Administration accounts for the year 2025 as follows:

61.FIS	FRAUD INVESTIGATION SECTION	4,000.00
61.GAU	GENERAL ASSISTANCE UNIT	33,000.00
61.GCM	GENERAL ASSISTANCE FOOD STAMP CASE MA	30,000.00
63.03	TRAVEL CONFERENCE EXPENSE	10,000.00
65.004	POSTAGE EXPENSE	10,000.00
65.005	REPAIR OF OFFICE EQUIP	70,000.00
69.05-SSS	PSYCHOLOGICAL/THERAPEUTIC	7,000.00
70.003	SURETY BONDS; NOTARY EXPENSE	10.00
70.009	OTHER MISC MATCHABLE	3,000.00
80.04	BOARD EXPENSES OTHER THAN MEETING	68.00

THEREFORE, BE IT RESOLVED, that funds be allocated In the following Administration Accounts as follows:

FROM:

61.FSS	160,078.00
69.03.SSS HOMEMAKER	7,000.00

TO :

61.FIS	FRAUD INVESTIGATION SECTION	4,000.00
61.GAU	GENERAL ASSISTANCE UNIT	33,000.00
61.GCM	GENERAL ASSISTANCE FOOD STAMP CASE MA	30,000.00

63.03	TRAVEL CONFERENCE EXPENSE	10,000.00
65.004	POSTAGE EXPENSE	10,000.00
65.005	REPAIR OF OFFICE EQUIP	70,000.00
69.05-SSS	PSYCHOLOGICAL/THERAPEUTIC	7,000.00
70.003	SURETY BONDS; NOTARY EXPENSE	10.00
70.009	OTHER MISC MATCHABLE	3,000.00
80.04	BOARD EXPENSES OTHER THAN MEETING	68.00

CERTIFICATION

I, Rev. Douglas Maven, Secretary Treasurer of the Passaic County Board of Social Services, certifies the foregoing is a true copy of a resolution as it appears in the records of the Passaic County Board of Social Services and was duly and legally adopted at a meeting of the said Board and called for the purpose and held on December 22, 2025, that it has not been modified, amended or rescinded, and is in full force and effect as of the date hereof.



Rev. Douglas Maven, Secretary Treasurer

Dated: 12/22/2025