

ORDER OF BUSINESS

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

RE-ORGANIZATION/MONTHLY MEETING OF THE BOARD  
THURSDAY, JANUARY 22, 2026  
9:00 A.M.

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1. **CALL OF MEETING TO ORDER**
2. **OATH OF ALLEGIANCE TO THE FLAG**
3. **NOMINATIONS FOR PASSAIC COUNTY BOARD OF SOCIAL SERVICES BOARD OFFICERS FOR 2026 WILL BE ADDRESSED IN ITEMS 6-10.**
4. **ROLL CALL**
5. **STATEMENT OF COMPLIANCE AND DECORUM WITH OPEN PUBLIC MEETINGS ACT:  
PUBLIC NOTICE**

**TAKE NOTICE** the Passaic County Board of Social Services, has scheduled its Re-organization and monthly meeting for January 2026 to occur on: **Thursday, January 22, 2026, 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](mailto:info@PCBSS.org), stating your name, address, and matter to be addressed by the Board, no later than **January 22, 2026 @ 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/84101056151> with meeting ID of: **841 0105 6151** and passcode: **672450**. The second will be a call-in telephone number connected to the Zoom platform: **1-888-475-4499**, with meeting ID: **841 0105 6151** and passcode: **672450**. 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.

Purpose of the Re—Organization and Monthly Meeting: shall include but not be limited to discussing and/or taking action on a legal matter which is currently in litigation.

It is anticipated that an Executive session will be required. As such, 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-3855/3—2294, which was signed into law by Governor Murphy on March 20, 2020, directing that public meetings may be conducted virtually until further notice, which is also consistent with Executive Orders that have been issued by Governor Murphy relating to this issue.

In addition, please note that 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 January 13, 2026, 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.

6. **SUSPEND REGULAR ORDER OF BUSINESS**

Motion to suspend the regular order of business for the election of officers for year 2026.

7. **OFFICE OF CHAIRMAN**

- A. Nominations for Office of Chairman/Chairwoman
- B. Motion to close nominations for Chairman/Chairwoman
- C. Election of Chairman

8. **OFFICE OF VICE CHAIRMAN**

- A. Nominations for the Office of Vice Chairman/Chairwoman
- B. Motion to close nominations for Vice Chairman/Chairwoman
- C. Election of Vice Chairman

9. **OFFICE OF SECRETARY TREASURER**

- A. Nominations for the Office of Secretary Treasurer
- B. Motion to close nominations for Secretary Treasurer
- C. Election of Secretary Treasurer

10. **OFFICE OF ASSISTANT SECRETARY TREASURER**

- A. Nominations for the Office of Assistant Secretary Treasurer
- B. Motion to close nominations for Assistant Secretary Treasurer
- C. Election of Assistant Secretary Treasurer

11. **RESUME REGULAR ORDER OF BUSINESS**

**ANNUAL RESOLUTIONS 12-17**

- 12. Adoption of Resolution authorizing the Secretary Treasurer to sign all financial documents pertaining to the Passaic County Board of Social Services for the administration of categorical assistance. Copies to be forwarded to the proper banks to accept the signature of the Secretary Treasurer.
- 13. Adoption of Resolution authorizing the Assistant Secretary Treasurer to sign all financial documents pertaining to the Passaic County Board of Social Services for the administration of categorical assistance in the event the Secretary Treasurer is unable to perform the duties of the office. Copies to be forwarded to the proper banks to accept the signature of the Assistant Secretary Treasurer.
- 14. Adoption of Resolution authorizing the Director to notify the banks to accept the signature of the former Assistant Secretary Treasurer on January 22, 2026, assistance checks if there is not sufficient time to have signature plates made and checks printed with the name of the new Secretary Treasurer by January 22, 2026.

15. Adoption of Resolution authorizing the Director to place under bond the Secretary Treasurer for the year 2026 and to approve payment of bonds.

16. Adoption of Resolution authorizing the Director to place under bond the Assistant Secretary Treasurer for the year 2026 and to approve payment of bonds.

17. Adoption of resolution authorizing Director to sign all financial documents pertaining to the administration of categorical assistance with copies to be forwarded to the proper banks to accept the signatures of the Director, Secretary Treasurer, and Assistant Secretary Treasurer.

18. **APPROVAL OF MINUTES**

Monthly Board Meeting – December 22, 2025  
Special Meeting- December 29, 2025

19. **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:

12/01/2025 – 12/15/2025	\$ 1,581,803.65 Payroll
12/16/2025 – 12/31/2025	\$ 1,597,345.19 Payroll

C. Clearing Account Transactions (recoveries) relating to the Food Stamp, Medicaid and General Assistance Programs (Confidential)

20. **ASSISTANCE**

A. Motion to approve categorical assistance payments for February 1, 2026: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

- Total Funeral Home Payments: \$151,431.00
- Total Cemetery Payments: \$ 17,470.00

21. **SUSPEND REGULAR ORDER OF BUSINESS**

22. **PUBLIC PORTION**

23. **RESUME REGULAR ORDER OF BUSINESS**

24. **DEPARTMENTAL REPORTS (Informational)**
- A. Abacus Department
  - B. Property and Resources Department
  - C. Child Support and Paternity Department

25. **COMMITTEE REPORTS**

**A. Executive Committee – (Approval Needed, item no.’s 5,6,7,and 8)**

1. Case Statistics (Informational)
2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics December 2025 (Informational)
3. 2025 Executive Director’s Letter to the Board (Informational)
4. 2025 Passaic County Board of Social Services Annual Report (Informational)
5. RFQ No. 03-2025: Resolution Expanding the Pool of Qualified Labor, Litigation, and Conflict Services for the Passaic County Board of Social Services (Approval needed)
6. Resolution Authorizing Passaic County Board of Social Services as An Approved Research Site for Apprenticeship\_(Approval needed)
7. PCBSS 2026 Holiday Schedule (Approval Needed)
8. PCBSS 2026 Payroll Schedule (Approval needed)
9. 2026 Medicaid MOU (Informational)
10. Medicaid Unwinding (Informational)
11. MLTSS (Informational)
12. SNAP Timeliness (Informational)
13. ABAWD-SNAP Work Requirements (Informational)
14. HR-1 Non-Citizen Policy (Informational)
15. New Federal Grants Awarded (Informational)
16. Agency-Level Considerations (Informational)

**B. Educational Leave Committee – (No Report)**

**C. Personnel Committee – (Approval Needed)**

- Confidential Report
- Non-Confidential Report

**D. Good & Welfare Committee – (Informational)**

1. 2025 Passaic County Board of Social Services Employee, Retiree, and Community Member Passings

**E. Welfare Fraud & Abuse Committee**

- A. Fraud Statistics included in the Abacus Dept. Report (24A) (Informational)**

- F. Building & Grounds Committee – (Informational)
  - 1. Paterson/Passaic Security\_(Informational)
  - 2. Call Center Operations\_(Informational)
  - 3. MIS Report and Systems Updates (Microsoft, see Fiscal Agenda No. 25G, for approval)

G. Finance Committee – (Approval Needed)

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

II. Approval of Petty Cash for Calendar Year 2026

III. MIS Department Requests Approval for Third-Year Payments in Accordance with Year 3 of an Approved three-year Microsoft Contract.

H. Community Relations Committee– (Informational)

Community Organization Report – John Currie.

January 5, 2026	<b>In Office Staff Meeting</b> Discussing Homelessness Event 10AM
January 14, 2026	<b>Passaic County Department of Senior Services</b> Planning Meeting: Homelessness Outreach Event 11AM
January 28, 2026	<b>Eva’s Village</b> PIT Event – Resources for anyone facing Homelessness 11AM

26. **COUNSEL’S MONTHLY REPORT (Informational)**

December 1, 2025- December 31, 2025, Child Support and Institutional Medicaid Hearings & Case statistics and Adult Protective Services- TANF, SNAP, EA, and Medicaid Hearings.

27. **COMMUNICATIONS**

28. **NEW BUSINESS**

29. **OLD BUSINESS**

30. **ADJOURNMENT**