

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

December 29, 2025

A Special meeting of the Passaic County Board of Social Services was held on Monday, December 29, 2025, 9:15AM

PUBLIC NOTICE

TAKE NOTICE the Passaic County Board of Social Services, has scheduled a Special meeting for December 2025 to occur on: **Monday, December 29, 2025, at 9:15AM**. 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 **December 29, 2025 @ 8:00AM (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/87142977510> with meeting ID of: **871 4297 7510** and passcode: **072618**. The second will be a call-in telephone number connected to the Zoom platform: **1-888-475-4499**, with meeting ID: **871 4297 7510** and passcode: **072618**. 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 was published in the official newspapers for the PCBSS, The Record and Herald News on December 23, 2025, 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.

The meeting was called to order at 9:21 A.M.

Present: Commissioner Jabeen Ahmed, Vice Chairwoman
Commissioner Kathleen Donnelly, Assistant Secretary Treasurer
County Commissioner Rodney De Vore
Commissioner Marilyn Frierson
Commissioner Rev. Douglas Maven, Secretary Treasurer
County Adjuster Domenick Stampone

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
Stacey Wheeler, PCBSS Administrator Supervisor, Service Department
Bhaven Jani, PCBSS HSS1
Takiyah Spencer, PCBSS HSS1
Tahjiyonna Brown-Curry, PCBSS HSS1
Bobby Faison, PCBSS Social Work Supervisor
Hommy Noa, PCBSS HSS1
Elena Gonzalez

5. ROLL CALL**6. PUBLIC PORTION (None)**

*NOTE: Administrative correction made to the attendance section to accurately reflect members Present. County Adjuster Domenick Stampone was present for the meeting. Content of the Meeting and actions taken remain unchanged. Minutes approved by Commissioner Rev. Douglas Maven, February 6, 2026. Reposted, February 6, 2026. (alc).

7. **MOTION TO ENTER EXECUTIVE SESSION FOR DISCUSSION OF CONFIDENTIAL MATTERS RELATED TO:**

- Personnel matters
- Litigation

8. **EXECUTIVE SESSION**

- Motion to adjourn Executive Session
- Motion to return to regular open session

Motion to enter into Executive Session at 9:30AM was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly to discuss Attorney, Client Privilege: Personnel Matters. Motion unanimously carried on roll call.

The Board returned to open session at 10:19AM.

9. **RETURN TO OPEN SESSION**

Motion to return to open session made by County Adjuster Domenick Stampone, seconded by Commissioner Rev. Douglas Maven. Motion carried on roll call.

10. **PUBLIC COMMENT (None)**

11. **RESOLUTION AUTHORIZING SUBMISSION OF LAYOFF PLAN TO THE NJ CIVIL SERVICE COMMISSION.**

Motion was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Marilyn Frierson to authorize the Executive Director to issue two (2) workforce notification letters regarding the potential layoffs at the Passaic County Board of Social Services, subject to Civil Service regulations.

The first letter shall be issued generally to all agency employees advising of the possibility of layoffs.

The second letter shall be issued to employees identified through review and analysis by the New Jersey Civil Service Commission as having a strong likelihood of layoffs, including information regarding available options and rights should a layoff be advanced.

Motion unanimously carried on roll call.

-Resolution Authorizing Submission of Layoff Plan to the Civil Service Commission and Related Actions

12.

ADJOURN (Approval Needed)

Motion for adjournment made by County Commissioner Rodney De Vore, seconded by County Adjuster Domenick Stampone. Motion unanimously carried on roll call.

*****MEETING CONCLUDED – 10:22 A.M.*****

Respectfully submitted,



Commissioner Rev. Douglas Maven
Secretary Treasurer

Attested to:

Talisa A. Coleman

Passaic County Board of Social Services

Resolution No. 2025-12-06

RESOLUTION AUTHORIZING SUBMISSION OF LAYOFF PLAN TO THE CIVIL SERVICE COMMISSION

WHEREAS, the Passaic County Board of Social Services has reviewed and analyzed its current and projected fiscal condition and identified a structural budget shortfall in future fiscal years; and

WHEREAS, the Passaic County Board of Social Services previously discussed the fiscal challenges facing the agency and directed staff to evaluate potential cost-containment measures, including discussing the potential necessity of the preparation of a proposed layoff plan; and

WHEREAS, the Passaic County Board of Social Services is a jurisdiction subject to the rules and regulations of the New Jersey Civil Service Commission (CSC); and

WHEREAS, any layoff action requires authorization and review by the Civil Service Commission in accordance with applicable law and regulation;

NOW, THEREFORE, BE IT RESOLVED, that the Passaic County Board of Social Services hereby authorizes the Executive Director through the consultation with the Fiscal Officer, and appropriate staff to:

1. Prepare and submit a proposed layoff plan to the New Jersey Civil Service Commission for review and authorization;
2. Issue any required pre-layoff and targeted notices to employees and other entities, as required by law; and
3. Take all necessary procedural actions to comply with Civil Service requirements.

BE IT FURTHER RESOLVED, that this authorization does not constitute final approval of any employee separation, which shall be subject to Civil Service Commission review, approval, and all applicable notice requirements.


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 the special meeting held on Monday, December 29, 2025

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol Cuadrado
Chairwoman