

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, APRIL 21, 2022
8:30 A.M.**

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1. **CALL OF MEETING TO ORDER – ZOOM LIVE STREAM PLATFORM**
 2. **OATH OF ALLEGIANCE TO THE FLAG**
 3. **ROLL CALL**
 4. **STATEMENT OF COMPLIANCE WITH OPEN PUBLIC MEETINGS ACT: PUBLIC NOTICE**

TAKE NOTICE the Passaic County Board of Social Services, has scheduled its regularly monthly meeting for June of 2021 to occur on: **Thursday, April 21, 2022 at 8:30AM.** 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 8:30AM – 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 21, 2022 @ 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 ZOOM Platform. The first is via live video through ZOOM, with the login information being: <https://us02web.zoom.us/j/82553000515> with meeting ID of : 825 5300 0515 and passcode: 326970. The second will be via a call-in telephone number connected to Zoom platform: 1-888-475-4499, with meeting ID of: 825 5300 0515 and passcode: 326970. The public will also have an opportunity to speak during the “public portion of this meeting,” through both the Zoom Live Stream Platform and the 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, 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 meetings 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).

5. **APPROVAL OF MINUTES** – March 17, 2022

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:

02/21/2022 – 03/04/2022	Ck#. 305155-305175	\$1,252,874.69	Payroll
03/07/2022 – 03/18/2022	Ck#. 305176-305196	\$1,243,317.59	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 May 1, 2022: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.
- B. Funeral Grants
 - Total Funeral Home Payments: \$ 198,367.00
 - Total Cemetery Payments: \$ 27,317.00

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. Training Department (**No report**)
- D. Child Support Department (**No report**)

12. **COMMITTEE REPORTS**

- A. **Executive Committee – Commissioner Smith, Chairwoman (Approval Needed).**
 - 1. Case Statistics (**Informational**)
 - 2. Documents Storage and Destruction (**Informational**)
 - 3. Call center (**Informational**)
 - 4. PCBSS Director's Office Contact (**Informational**)
- B. **Education 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, Chairwoman (**No Report**).
- E. Welfare Fraud & Abuse Committee – (Informational).
 - **Fraud Statistics Included in the Abacus Department Report (11A)**
- F. Building & Grounds Committee – Commissioner Alston, Chairwoman (**Informational**)

Renovations:

- 1. Paterson Office
 - A. Painting
 - B. Cubicles
 - C. Air-conditioning repair

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

- I. **Monthly Expenditures-** All monthly expenditures are of a routine nature. Department of Community Affairs.

- II. **Data Processing and EBT Payment to State-**

A bill has been received from the Division of Family Services for the estimated payment for the use of the State Data Processing and Electronic Benefits Transfer (EBT) systems for the quarter ending March 31, 2022 in the amount of \$178,000.00.

Recommendation is to approve payment to the Division of Family Services in the amount of \$178,000.00.

III. Federal Share of Fringe Benefits and Allowance in Lieu of Rent Quarter ending December 31, 2021

The form WFNJ-618 Cost Allocation has been received from the Division of Family Development for the quarter ending December 31, 2021. This was used to calculate the Federal share of Fringe Benefits and Allowance in Lieu of rent due the County of Passaic for the quarter ending December 31, 2021.

Federal Share Benefits 10/01-12/31/2021	\$3,300,781.00
Federal Share Allowance in Lieu of Rent 10/01-12/31/2021	\$53,210.90
Federal Share Indirect Cost 10/01-12/31/2021 (Adjusted)	\$12, 897.08
Total Due County of Passaic	\$3,366,889.74

Recommendation is to approve payment to the County of Passaic in the amount of \$3,366,889.74.

H. Community Relations Committee – Commissioner Rev. Maven, Chairman

▪ **Community Outreach Monthly Activity Report (Informational)**

John Currie, Chief Community Organization

1. Revamping of Website Administration Meeting
2. Website content/ Rutgers iCare for LGBTQ training for Support Staff
3. Application-County Fair August 2022
4. RayZo Website meeting with CEO, Zoraya Lee-Hamlin
5. Passaic County Health Task Force meeting

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

1. Legal Counsel Report March 1-March 31, 2022
2. Hearings- (Child Support; Institutional Medicaid) March 2022

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**