

**ORDER OF BUSINESS**

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES**

**80 HAMILTON STREET  
PATERSON, NEW JERSEY**

**REGULAR MEETING OF THE BOARD**

**THURSDAY, MAY 19, 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, May 19, 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](mailto:info@PCBSS.org) stating your name, address, and matter to be addressed by the Board by no later than **May 19, 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/84587456931> with meeting ID of : 845 8745 6931 and passcode: 002141. The second will be via a call-in telephone number connected to Zoom platform: 1-888-475-4499, with meeting ID of: 845 8745 6931 and passcode: 002141. 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** – April 21, 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:

03/21/2022 – 04/01/2022	Ck#. 305197-305217	\$1,255,315.89	Payroll
04/04/2022 – 04/15/2022	Ck#. 305176-305196	\$1,264,419.67	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 June 1, 2022: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 188,883.50
▪ Total Cemetery Payments:	\$ 26,797.00

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. Renovations (**Informational**)
    - 3. PCBSS Forthcoming Changes (**Informational-Case Banking PowerPoint attachment**)
  - 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)**
    - **Non-Renewal of Howe Avenue Lease (14-16 Howe Avenue, Passaic, New Jersey 07055:**
  - 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. **The December 31, 2020 Independent Auditors Report**

Our independent auditors have finalized the December 31, 2020 audit of the Passaic County Board of Social Services. Copies of the audit have been received by our Board of Commissioners and action should be taken certifying that the audit has been reviewed and are familiar with, as a minimum, the sections of the Annual Audit Report entitled, "Comments and Recommendations".
  - H. **Community Relations Committee – Commissioner Rev. Maven, Chairman**
    - **Community Outreach Monthly Activity Report (No Report)**  
John Currie, Chief Community Organization

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

1. Legal Counsel Report April 1-April 30, 2022

a.) Child Support Hearings

b.) Institutional Medicaid Hearings

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (Approval Needed)**

1.) **Pitney Bowes Mailing Solutions Proposal of Lease Agreement**

(Resolution No. 2110 Authorizing lease agreement between Passaic County Board of Social Services and Pitney Bowes attached.)

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**