

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, JULY 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 **July** of 2022 to occur on: **Thursday, July 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 **July 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: <http://us02web.zoom.us/j/85282774775> with meeting ID of : 852 8277 4775 and passcode: 676875 . The second will be via a call-in telephone number connected to Zoom platform: 1-888-475-4499, with meeting ID of: 852 8277 4775 and passcode: 676875. 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** – June 16, 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:

05/16/2022-05/29/2022	CK# 305290-305311	\$1,281,478.38	Payroll
05/30/2022-06/10/2022	Ck#.305312-305335	\$1,284,503.36	Payroll
06/13/2022-06/24/2022	CK#305336-305362	\$1,305,020.16	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 August 1, 2022: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 162,877.00
▪ Total Cemetery Payments:	\$ 23,591.00

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**)

COMMITTEE REPORTS**A. Executive Committee – Commissioner Smith, Chairwoman (Approval Needed).**

1. Case Statistics – Informational
2. Lease with Kyocera Document Solutions (Lease and Resolution No. 2111 Authorizing a Lease with Kyocera Document Solutions attached to report) (Approval needed)
3. MIS Department (Resolution No. 2112 Authorizing Purchase of Equipment from Millennium Communications Group Inc. (attached to report;approval needed)
4. 6GN Cases
5. E.A. Service Department Monthly Statistical Report June 2022 Post Pandemic Emergency Assistance Overview

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)**Central Office Renovations (80 Hamilton Street, Paterson, NJ 07505)**

1. Renovations-Cubicle installations are delayed due to electrical wiring and internet connection.

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

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

II. Data Processing and EBT Payments 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 June 30, 2022, in the amount of \$243,643.00

Recommendation is to approve payment to the Division of Family Services in the amount of \$243, 643.00.

III. 2020 Corrective Action Plan

Recommendation is to approve the 2020 Corrective Action Plan

IV. Amending Previous Resolution No. 5280 to Include Lakeland Bank as a Depository

(Resolution No. 4170 Amending Resolution No. 5280 to Include Lakeland Bank as a Depository and 2020 Corrective Action Plan attached to report (approval needed))

Recommendation is to amend prior resolution to include Lakeland Bank as a Depository.

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

- **Community Outreach Monthly Activity Report (Informational)**
John Currie, Chief Community Organization

1. July 5, 2022- In Staff meeting: Preparation/shift schedule for PCF 8/22
2. July 9, 2022- Give Thanks & Give Back, Inc. Community Baby Sprinkle

Discussing SNAP/MEDI & Changes to agency such as call center- 370 21st Avenue 11:00AM-5:00PM

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

1. Legal Counsel Report June 1-June 30, 2022
 - a.) Child Support Hearings
 - b.) Institutional Medicaid Hearings

14. **COMMUNICATIONS – (None).**

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

1. **Title Change to Chief of Operations (Resolution No. 3128 attached to report- Oshin Castillo, Management Specialist**
2. **Cancellation of all Civil Service Action for the positions of Director of Welfare and Management Specialist (Resolution No. 3129 attached to report .**
3. **Cancellation of Civil Service List for Director of Welfare and Changing Title of Talisa A. Coleman to Executive Director of Passaic County Department of Social Services (Resolution No. 3130 attached to report)**
4. **RFQ: Medicaid Consulting Services August 1, 2022- October 31, 2022 (Resolution No. 2113 attached to report**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**