

PASSAIC COUNTY BOARD OF SOCIAL SERVICES

July 21, 2022

The regular meeting of the Passaic County Board of Social Services was held on Thursday, July 21, 2022 at 80 Hamilton Street, Paterson, New Jersey.

PLEASE NOTE: THIS MEETING WAS HELD VIA ZOOM LIVE STREAM

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 call-in 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, which will be: 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 meeting 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).

The meeting was called to order at 8:35 A.M.

Present: Commissioner Carol Cuadrado, Vice Chairwoman
Commissioner Rev. Douglas Maven, Secretary Treasurer
Commissioner Kathleen A. Donnelly, Assistant Secretary Treasurer
Commissioner Dawn Alston
Commissioner Marilyn Frierson
County Adjuster Domenick Stampone
County Commissioner Bruce James
Commissioner Dr. Jabeen Ahmed

Also

Present: Talisa Coleman, Director
Flavio Rivera, Fiscal Officer
Janet McDaniel, Chief of Administrative Services
Albert Buglione, Special/Outside Counsel
April Carter, Administrative Assistant

Motion was made by Commissioner Kathleen Donnelly, seconded by Commissioner Dawn Alston, that the minutes of the Board Meeting held June 16, 2022, be approved as submitted. Motion unanimously carried on roll call.

ADMINISTRATION

6A Director's Financial Report including Administrative Bills, Medical Transportation and Child Care Payments: Motion to approve payments included in the Director's Financial Report as presented to the Board made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

6B Ratification of payments made for 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 |

Motion to ratify payrolls made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

6C Motion was made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly, that Clearing Account transactions relating to the Food Stamp and Medicaid Programs as listed be approved. Motion unanimously carried on roll call.

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD

THURSDAY, JULY 21, 2022
@ 8:30 A.M.

Meeting began: 8:35 A.M.

| AGENDA NO. | DESCRIPTION | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM. JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |
|------------|--|-------------------------------|--------------------------------|--|----------------------------------|--------------------------------------|----------------------------------|--------------------------------------|----------------------------------|--|-------------------------------------|
| 1. | Call Meeting to Order | ✓ | ✓ | X | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ | X |
| 2. | Oath of Allegiance to the Flag | | | | | | | | | | |
| 3. | Roll Call | COMM. AHMED YES | COMM. ALSTON YES | COMM. BARTLETT ABSENT | COMM. CUADRADO YES | COMM. DONNELLY YES | COMM. FRIERSON YES | COUNTY COMM. JAMES YES | REV. MAVEN YES | County Adjuster STAMPONE YES | COMM. SMITH ABSENT |
| 4. | Statement of Compliance with Open Public Meetings Act | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 5. | *Approval of Minutes* Monthly Board Meeting June 16, 2022 Commissioner Kathleen Donnelly Commissioner Dawn Alston | COMM. AHMED YES | COMM. ALSTON 2nd YES | COMM. BARTLETT ----- | COMM. CUADRADO YES | COMM. DONNELLY 1st YES | COMM. FRIERSON YES | COUNTY COMM. JAMES YES | REV. MAVEN YES | County Adjuster STAMPONE YES | COMM. SMITH ----- |
| 6. | Administration A. <u>Director's Financial Report</u> B. <u>Ratification of Payrolls</u> C. <u>Clearing Account Transactions</u> Commissioner Rev. Douglas Maven Commissioner Kathleen Donnelly | COMM. AHMED YES YES YES | COMM. ALSTON YES YES YES | COMM. BARTLETT ----- ----- ----- | COMM. CUADRADO YES YES YES | COMM. DONNELLY 2nd YES YES YES | COMM. FRIERSON YES YES YES | COUNTY COMM. JAMES YES YES YES | REV. MAVEN 1st YES YES YES | County Adjuster STAMPONE YES YES YES | COMM. SMITH ----- ----- ----- |

Also Attending: Talisa A. Coleman, Director
Albert Buglione, Special Counsel/Outside Counsel
Flavio Rivera, Fiscal Officer
April L. Carter, Administrative Assistant
Janet McDaniel, Chief of Administrative Services

ASSISTANCE

- 7A Categorical Assistance: Motion was made by Commissioner Bruce James, seconded by Commissioner Dawn Alston, that the Board approved payment of categorical assistance for August 1, 2022, consisting of Temporary Assistance to Needy Families, Refugee Assistance and Social Service Emergency Assistance. Motion unanimously carried on roll call.
- 7B Funeral Grants: A motion was made by Commissioner Bruce James, seconded by Commissioner Dawn Alston, that the Board approve the payment of funeral grants as listed. A copy of this listing is attached hereto and made a part of these minutes. Motion unanimously carried on roll call.

SUSPEND REGULAR ORDER OF BUSINESS

Motion to suspend the regular order of business and open the meeting up to the public made by Commissioner Kathleen Donnelly, seconded by County Adjuster Domenick Stampone. Motion unanimously carried on roll call.

PUBLIC PORTION

Ms. Wanda Sawyer, PCBSS Professional Workers Association Vice President
M. Janet McDaniel, PCBSS Chief of Administrative Services
Mr. John May, PCBSS Professional Workers Association President

Motion to close the public portion made by County Adjuster Domenick Stampone, seconded by Commissioner Bruce James. Motion unanimously carried on roll call.

RESUME REGULAR ORDER OF BUSINESS

Motion to resume the regular order of business and close the meeting to the public made by County Adjuster Domenick Stampone, seconded by Commissioner Bruce James. Motion unanimously carried on roll call.

DEPARTMENTAL REPORTS

Copies of the following informational program reports were provided to the Board and are attached hereto and made a part of these minutes:

- A. Abacus Department (Informational)
- B. Property & Resources Department (Informational)
- C. Training Department (No Report)
- D. Child Support Department (No Report)

**PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD**

**THURSDAY, JULY 21, 2022
@ 8:30 A.M.**

Meeting began: 8:35 A.M.

| | | | | | | | | | | | |
|-----|---|------------------------------|-------------------------------|----------------------------|--------------------------|---------------------------------|--------------------------|---------------------------------------|----------------------|--|-------------------------|
| 7. | Assistance A. <u>Categorical Assistance: August 1, 2022</u> B. <u>Funeral Grants</u> Commissioner Bruce James Commissioner Dawn Alston | COMM. AHMED YES YES | COMM. ALSTON 2nd YES | COMM. BARTLETT ----- | COMM. CUADRADO YES | COMM. DONNELLY YES | COMM. FRIERSON YES | COUNTY COMM JAMES 1st YES | REV. MAVEN YES | County Adjuster STAMPONE YES | COMM. SMITH ----- |
| 8. | Suspend Regular Order of Business (Motion Required) Commissioner Kathleen Donnelly County Adjuster Domenick Stampone | COMM. AHMED YES | COMM. ALSTON YES | COMM. BARTLETT ----- | COMM. CUADRADO YES | COMM. DONNELLY 1st YES | COMM. FRIERSON YES | COUNTY COMM JAMES YES | REV. MAVEN YES | County Adjuster STAMPONE 2nd YES | COMM. SMITH ----- |
| 9. | Public Portion | | | | | | | | | | |
| 10. | Resume Regular Order of Business (Motion Required) County Adjuster Domenick Stampone Commissioner Bruce James | COMM. AHMED YES | COMM. ALSTON YES | COMM. BARTLETT ----- | COMM. CUADRADO YES | COMM. DONNELLY YES | COMM. FRIERSON YES | COUNTY COMM JAMES 2nd YES | REV. MAVEN YES | County Adjuster STAMPONE 1st YES | COMM. SMITH ----- |
| 11. | Departmental Reports (Informational) A. <u>Abacus Department</u> | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH ----- |

Also Attending: Talisa A. Coleman, Director
Albert Buglione, Special Counsel/Outside Counsel
Flavio Rivera, Fiscal Officer
April L. Carter, Administrative Assistant
Janet McDaniel, Chief of Administrative Services

EXECUTIVE COMMITTEE

A copy of the Executive Committee report as forwarded to all Board members. A copy attached hereto and made a part of these minutes (Approval needed).

Motion to approve items two and four made by Commissioner Kathleen Donnelly, seconded by Commissioner Bruce James . Motion unanimously carried on roll call.

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

EDUCATIONAL LEAVE COMMITTEE (No Report)**PERSONNEL COMMITTEE**

Motion was made by Commissioner Carol Cuadrado to approve the confidential and non-confidential Personnel Committee Reports seconded by Commissioner Bruce James. Motion unanimously carried on roll call.

GOOD AND WELFARE COMMITTEE

No Report

WELFARE FRAUD AND ABUSE COMMITTEE

The monthly fraud department statistics were provided to all Board Members as part of the report of the Abacus Department (Agenda 11A).

BUILDING AND GROUNDS COMMITTEE

A copy of the Building and Grounds Committee report as forwarded to all Board members A copy attached hereto and made a part of these minutes (Informational).

1. Renovations: Cubicles-Central office (80 Hamilton Street, Paterson, New Jersey 07505- Cubicle delays

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, FEBRUARY 17, 2022
@ 8:30 A.M.

Meeting began: 8:34AM

| | <u>Committee Reports</u> <u>Executive Committee</u> | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |
|------|---|-------------------------|-----------------|-------------------|-------------------|-------------------|-------------------|-------------------------|---------------|--------------------------------|----------------|
| 12A. | 1. Case Statistics (Informational) 2. Lease with Kyocera Document Solutions (Resolution No. 2111 approval needed) 3. MIS Department Purchase of equipment from Millennium Communications Group Inc (Resolution No. 2112 approval needed) 4. 6GN Cases 5. E. A. Service Department Monthly Statistical Report June 2022; Post Pandemic Emergency Assistance Overview | YES | YES | ----- | YES | 1st YES | YES | 2nd YES | YES | YES | ----- |
| | Commissioner Kathleen Donnelly Commissioner Bruce James | | | | | | | | | | |
| 12B. | <u>Educational Leave Committee</u> (No Report) | COMM. AHMED ----- | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |

Also Attending: Talisa A. Coleman, Director JANUS Solutions
 Frank Sciro, Chief Counsel Albert Buglione, Special Counsel/Outside Counsel
 Flavio Rivera, Fiscal Officer
 Janet McDaniel, Chief of Administration
 April Carter, Administrative Assistant

Meeting began: 8:35 A.M.

[illegible]

FINANCE COMMITTEE

Motion to approve the General Finance Committee report made by Commissioner Rev. Douglas Maven, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

II. Data Processing and EBT Payment to the State-

A bill had been received from the Division of Family Development for the estimated payment or 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 the Division of Family Services in the amount of \$243,643.00

III. Corrective Action Plan Resolution No. 4169 attached

Recommendation is to approve the 2020 Corrective Action Plan

IV. Resolution No. 4170 Amending Previous Resolution No. 5280 to Include Lakeland Bank as a Depository attached

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

COMMUNITY RELATIONS (Informational)

- 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

COUNSEL'S REPORT

A copy of the Counsel report as forwarded to all Board members (Informational). A copy attached hereto and made a part of these minutes.

1. Legal Counsel Report-Hearings-June 1-June 30, 2022 (Child Support & Institutional Medicaid)
2. Hearings (Child Support, Institutional Medicaid)

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, JULY 21, 2022
@ 8:30 A.M.

Meeting began: 8:35 A.M.

| | | | | | | | | | | | |
|------|--|-------------|--------------|----------------|----------------|----------------|----------------|-------------------|------------|--------------------------|-------------|
| | Commissioner Rev. Douglas Maven Commissioner Kathleen Donnelly | YES | YES | ----- | YES | YES | YES | YES | YES | YES | ----- |
| 12H. | Community Relations Committee – (Informational) 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 | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |
| 13. | Counsel Monthly Report (Informational) 1. Legal Counsel Report+Hearings- June 2022 (Child Support & Institutional Medicaid) 2. Hearings (Child Support, Institutional Medicaid) | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |
| 14. | Communications – (No Report) | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |

Also Attending: Talisa A. Coleman, Director
Albert Buglione, Special Counsel/Outside Counsel
Flavio Rivera, Fiscal Officer
April L. Carter, Administrative Assistant
Janet McDaniel, Chief of Administrative Services

COMMUNICATIONS (No Report)**EXECUTIVE/CLOSED SESSION**

Although no roll call on the motion was taken, it was the consensus of the Board to go into a Closed session.

NEW BUSINESS- (approval needed)

Motion to approve the outlined resolutions made by County Adjuster Domenick Stampone, seconded by Commissioner Dawn Alston. Motion unanimously carried on roll call.

1. Title Change to Chief of Operations (Resolution No. 3128)
Oshin Castillo, Management Specialist
2. Cancellation of Civil Service Action for the positions of Director of Welfare and Management Specialist (Resolution No. 3129)
3. Cancellation of the 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)
4. RFP: Medicaid Consulting Services (Resolution No. 2113) August 1, 2022, thru October 31, 2022.

OLD BUSINESS- (None)**ADJOURNMENT**

Motion for adjournment made by County Commissioner Bruce James, seconded by Commissioner Kathleen Donnelly. Motion unanimously carried on roll call.

*****MEETING CONCLUDED – 9:53 A.M.*****

Respectfully submitted



Rev. Douglas Maven
Secretary Treasurer

Attested to:
Talisa A. Coleman

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, JULY 21, 2022
@ 8:30 A.M.

Meeting began: 8:35 A.M.

| | | | | | | | | | | | |
|---|--|--------------------|----------------------------|----------------------------------|-----------------------|-----------------------|-----------------------|---------------------------|-------------------|-------------------------------|---------------------|
| 15. | New Business (Needs Approval) 1. Title Change to Chief of Operations (Resolution No. 3128) Oshin Castillo, Management Specialist 2. Cancellation of Civil Service Action for the positions of Director of Welfare and Management Specialist (Resolution No. 3129) 3. Cancellation of the 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) RFQ: Medicaid Consulting Services (Resolution No. 2113) August 1, 2022, thru October 31, 2022. 4. | COMM. AHMED YES | COMM. ALSTON 2nd YES | COMM. BARTLETT -- -- -- -- -- | COMM. CUADRADO YES | COMM. DONNELLY YES | COMM. FRIERSON YES | COUNTY COMM. JAMES YES | REV. MAVEN YES | County Adjuster 1st YES | COMM. SMITH |
| County Adjuster Domenick Stampone Commissioner Dawn Alston | | | | | | | | | | | |

Also Attending: Talisa A. Coleman, Director
Albert Buglione, Special Counsel/Outside Counsel
Flavio Rivera, Fiscal Officer
April L. Carter, Administrative Assistant
Janet McDaniel, Chief of Administrative Services

PASSAIC COUNTY BOARD OF SOCIAL SERVICES
THE REGULAR MONTHLY MEETING OF THE BOARD
THURSDAY, JULY 21, 2022
@ 8:30 A.M.

Meeting began: 8:35 A.M.

| | | | | | | | | | | | |
|-----|--|-----------------------|------------------------|--------------------------|--------------------------|---------------------------------|--------------------------|---------------------------------------|----------------------|---------------------------------------|-----------------------|
| | | | | | | | | | | | |
| 16. | Old Business (None) | COMM. AHMED | COMM. ALSTON | COMM. BARTLETT | COMM. CUADRADO | COMM. DONNELLY | COMM. FRIERSON | COUNTY COMM JAMES | REV. MAVEN | County Adjuster STAMPONE | COMM. SMITH |
| | | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- | ----- |
| 17. | Adjournment 9:53AM Commissioner Bruce James Commissioner Kathleen Donnelly | COMM. AHMED YES | COMM. ALSTON YES | COMM. BARTLETT YES | COMM. CUADRADO YES | COMM. DONNELLY 2nd YES | COMM. FRIERSON YES | COUNTY COMM JAMES 1st YES | REV. MAVEN YES | County Adjuster STAMPONE YES | COMM. SMITH YES |

EXECUTIVE/ CLOSED SESSION 9:03AM

Although no roll call on the motion was taken, it was the consensus of the Board to go into a Closed/Executive Session

Also Attending: Talisa A. Coleman, Director
Albert Buglione, Special Counsel/Outside Counsel
Flavio Rivera, Fiscal Officer
April L. Carter, Administrative Assistant
Janet McDaniel, Chief of Administrative Services

Passaic County Board of Social Services

Resolution No. 2112

**A RESOLUTION AUTHORIZING PURCHASE OF
EQUIPMENT FROM MILLENNIUM COMMUNICATIONS
GROUP INC**

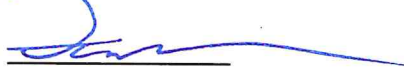
WHEREAS the Passaic County Board of Social Services requires updated switches, and corresponding support services for the efficient operations of the agency; and

WHEREAS the Passaic County Board of Social Services authorizes the purchase from state vendor Millennium Communications Group Inc, in the amount of \$66,446.26.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the purchase from the state vendor Millennium Communications Group Inc, in the amount of \$66,446.26.

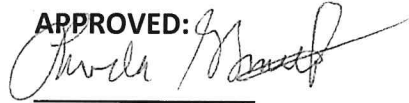
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday July 21, 2022.

ATTEST:

A blue ink signature of Douglas L. Maven, written in a cursive style, positioned above a horizontal line.

Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:

A blue ink signature of Linda G. Smith, written in a cursive style, positioned above a horizontal line.

Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 2111

A RESOLUTION AUTHORIZING A LEASE WITH KYOCERA DOCUMENT SOLUTIONS

WHEREAS the Passaic County Board of Social Services requires updated scanners for the efficient operations of the agency; and

WHEREAS the Passaic County Board of Social Services has determined Kyocera Document Solutions offers the best quality and costs for the lease terms; and

WHEREAS Kyocera Document Solutions Lease includes seven (7) Panasonic KV-S5078Y Scanners at a monthly amount of \$1,288.00, for a period of thirty-six (36) months; and

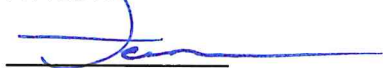
WHEREAS it is by the recommendation of the Director that the Passaic County Board of Social Services enter into the Lease with Kyocera Document Solutions for the lease of seven (7) Panasonic KV-S5078Y Scanners as set forth in **Exhibit "A"** attached hereto for reference, effective July 1, 2022 through June 30, 2025.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the Lease Agreement with Kyocera Document Solutions as set forth herein; and

BE IT FURTHER RESOLVED that the contract period beginning July 1, 2022 and ending June 30, 2025 is hereby made retroactive to the July 1, 2022 date; and

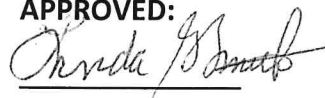
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 3125

A RESOLUTION AUTHORIZING THE PERMANENT APPOINTMENT A FISCAL OFFICER

WHEREAS the Passaic County Board of Social Services is in need of a Permanent Fiscal Officer; and

WHEREAS the candidate for Fiscal Officer was selected from the open competitive list from NJ Civil Service; and

WHEREAS Flavio Rivera satisfied all of the requisite qualifications, and is deemed the most qualified candidate for Fiscal Officer; and

WHEREAS it is by the recommendation of the Director that Flavio Rivera be appointed as a Permanent Fiscal Officer effective on or after July 21, 2022.

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of Flavio Rivera as Permanent Fiscal Officer effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of his appointment with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Flavio Rivera.

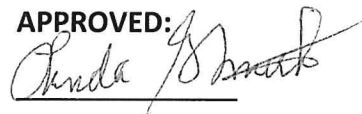
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 3126

A RESOLUTION AUTHORIZING THE HIRING OF THREE FULL-TIME HUMAN SERVICES SPECIALISTS 1

WHEREAS the Passaic County Board of Social Services is in need of hiring 3 Full-Time Human Services Specialist 1; and

WHEREAS the 3 positions of Full-Time Human Services Specialist 1 are candidates from the open competitive list by NJ Civil Service in June 2022; and

WHEREAS interviews were conducted for the 3 positions of Full-Time Human Services Specialist 1; and

WHEREAS it is by the recommendation of the Director that the 3 applicants be hired to the Full-Time Human Services Specialist 1 positions effective on or after July 21, 2022.

1. Kenyetta Catoe
2. Tenee Joyner
3. Jasmine Negrini

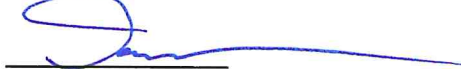
NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the aforementioned applicants to Full-Time Human Services Specialist 1 effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of their Full-Time employment with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

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 a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 3127

A RESOLUTION AUTHORIZING THE PROMOTION OF SIXTEEN PERMANENT HUMAN SERVICES SPECIALISTS 1

WHEREAS the Passaic County Board of Social Services is desirous of promoting 16 permanent Human Services Specialist 1; and

WHEREAS the 16 positions of Permanent Human Services Specialist 1 were duly posted and advertised by the Passaic County Board of Social Services: and

WHEREAS interviews were conducted for the 16 positions of Permanent Human Services Specialist 1; and

WHEREAS it is by the recommendation of the Director that the 16 candidates be promoted to the position of Permanent Human Services Specialist 1, effective on or after July 21, 2022.

1. Ramona Acevedo
2. Lisbeth Augustin
3. Odrys P. Asuncion
4. Arleen Barcenaz
5. Lissette Beato
6. Elizabeth Bonilla
7. Mendoza Gema
8. Maximiliano Wong
9. Alice M. Hutchinson
10. Lynette Martinez
11. Ana Gonzalez
12. Bruno Prieto
13. Manuela Hernandez
14. Lizette Mendez
15. Hommy Noa
16. Estefannia Leveratto

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned employees to Permanent Human Services Specialist 1 effective on or after 07/ 21/2022: and

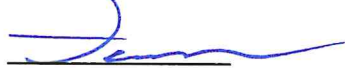
BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of their promotion to Permanent Human Service

Specialist 1 with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

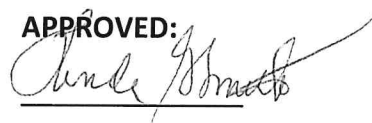
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday July 21, 2022.

ATTEST:

A blue ink signature of Douglas L. Maven, consisting of a stylized 'D' followed by a horizontal line.

Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:

A blue ink signature of Linda G. Smith, written in a cursive style.

Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 3131

A RESOLUTION AUTHORIZING THE PROVISIONAL PROMOTION OF 4 HUMAN SERVICES SPECIALISTS 3

WHEREAS the Passaic County Board of Social Services is desirous of promoting 4 Provisional Human Services Specialist 3; and

WHEREAS the 4 positions of Provisional Human Services Specialist 3 were duly posted and advertised by the Passaic County Board of Social Services; and

WHEREAS interviews were conducted for the 4 positions of Provisional Human Services Specialist 3; and

WHEREAS it is by the recommendation of the Director that the 4 candidates be promoted to the position of Provisional Human Services Specialist 3, effective on or after July 21, 2022.

1. Grace Fung
2. Nima Patel
3. Kornelia Rachwal
4. Yvonne Rauschenbach

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the promotion of the aforementioned employees to Provisional Human Services Specialist 3 effective on or after 07/ 21/2022: and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of their promotion to Provisional Human Service Specialist 3 with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

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 a regular meeting held on Thursday July 21, 2022.

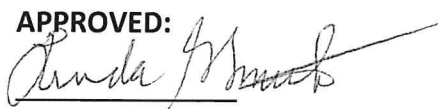
ATTEST:



Commissioner Rev. Douglas L. Maven

Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith

Chairwoman

Passaic County Board of Social Services

Resolution No. 3133

A RESOLUTION AUTHORIZING THE HIRING OF FIFTEEN FULL-TIME PROVISIONAL HUMAN SERVICES AIDES

WHEREAS the Passaic County Board of Social Services is in need of hiring 15 Provisional Full-Time Human Services Aides; and

WHEREAS the 15 positions of Full-Time Human Services Aides were duly posted and advertised by the Passaic County Board of Social Services; and

WHEREAS interviews were conducted for the 15 positions of Full-Time Human Services Aides; and

WHEREAS it is by the recommendation of the Director that the 15 applicants be appointed to the Provisional Full-Time Human Services Aides positions effective on or after July 18, 2022.

1. Sumaya Chowdhury 7/18/22
2. Dal'Metri Jones 7/18/22
3. Daisy Maldonado 7/18/22
4. Nicole Perez 7/18/22
5. John Rideg 7/18/22
6. Jamela Abuhadba 7/25/22
7. Samia Akther 7/25/22
8. Thalia Castillo 7/25/22
9. Melissa Devers 7/25/22
10. Shaniqua Edwards 7/25/22
11. Massiel Guerrero 7/25/22
12. Annabel Joga 7/25/22
13. Shakira Mendez 7/25/22
14. Kailyn Rodriguez 7/25/22
15. Auri Salazar 7/25/22

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the hiring of the aforementioned applicants to Full-Time Human Services Aides effective on or after 07/18/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of their Full-Time employment with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of each employee.

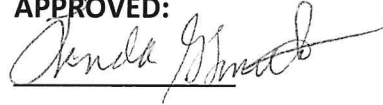
IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Passaic County Board Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on Thursday July 21, 2022.

ATTEST:

A blue ink signature of Douglas L. Maven, consisting of a large, stylized 'D' followed by a horizontal line.

Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:

A black ink signature of Linda G. Smith, written in a cursive style.

Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services
Resolution No. 4170
Amending Resolution No. 5280 to Include Lakeland
Bank as an Additional Depository

WHEREAS, the Passaic County Board of Social Services is amending resolution No. 5280 adopted February 17, 2022 to include Lakeland Bank as a depository.

WHEREAS Rev. Douglas Maven has been elected Secretary Treasurer of the Passaic County Board of Social Services.

WHEREAS, it is necessary that the Secretary Treasurer, Rev. Douglas Maven Secretary Treasurer or, in the absence of the Secretary Treasurer, the Assistant Secretary Treasurer, Kathleen Donnelly, and the Director of Welfare, Talisa A. Coleman be authorized to sign all documents pertaining to the Passaic County Board of Social Services

NOW, THEREFORE, BE IT RESOLVED that Rev. Douglas Maven, Secretary Treasurer or, in the absence of the Secretary Treasurer, the Assistant Secretary Treasurer, Kathleen Donnelly, and the Director of Welfare, Talisa A. Coleman, be authorized to sign checks and financial documents prior to the approval of the Board at their regular meetings.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to Lakeland Bank of Little Falls, New Jersey, authorizing said bank to accept the signatures of Rev. Douglas Maven, Kathleen Donnelly, and Talisa A. Coleman until further notice from the Board.

CERTIFICATION


I, Rev. Douglas Maven, Secretary Treasurer of the Passaic County Board of Social Services, certifies that the foregoing is a true copy of a Resolution as it appears in the records of the Passaic County Board of Social Services and as was duly and legally adopted at a meeting of the members of the said Board called for that purpose and held on July 21, 2022, that it has not been modified, amended or rescinded, and it is in full force and effect as of the date hereof.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman

RESOLUTION APPROVING THE REQUIRED CORRECTIVE ACTION PLAN FOR THE FISCAL YEAR 2020 AUDIT REPORT

Resolution No. 4169

WHEREAS the Division of Local Government Services requires the Fiscal Officer to file a "Corrective Action Plan" attached hereto, outlining the actions to be taken by the Passaic County Board of Social Services relative to the findings and recommendations in the annual audit report; and

WHEAREAS the "Corrective Action Plan" shall be prepared by the Fiscal Officer with assistance from other officials affected by the audit findings and recommendations and

WHEAREAS the governing body is required by resolution, to approve said "Corrective Action Plan", and

WHEAREAS the "Corrective Action Plan", as prepared by the Fiscal Officer and approved by the governing body, shall be placed on file and made available for public inspection in the office of the Director of Passaic County of Board of Social Services.

NOW THEREFORE BE IT RESOLVED by the Passaic Board of Social Services of the County of Passaic, State of New Jersey, that it hereby approves the Corrective Action Plan prepared and submitted by the Fiscal Officer to the findings and recommendations included as part of the Audit Report for the fiscal year ended December 31, 2020.

CERTIFICATION

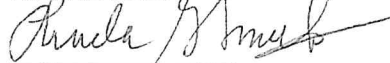
I, Rev. Douglas Maven, Secretary Treasurer of the Passaic County Board of Social Services, certifies that the foregoing is a true copy of a Resolution as it appears in the records of the Passaic County Board of Social Services and as was duly and legally adopted at a meeting of the members of the said Board called for that purpose and held on July 21, 2022, that it has not been modified, amended or rescinded, and it is in full force and effect as of the date hereof.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 3128

A RESOLUTION AUTHORIZING THE CHANGE OF TITLE FOR OSHIN CASTILLO TO CHIEF OF OPERATIONS

WHEREAS the Passaic County Board of Social Services is in need of a Chief of Operations; and

WHEREAS Oshin Castillo, who is currently serving in the title of Provisional Management Specialist, but who has been working in the capacity akin to Chief of Operations with additional management/administrative responsibilities and hereby agrees to transfer to this position; and

WHEREAS it is by the recommendation of the Director that Oshin Castillo's title be changed to Chief of Operations effective on or after July 21, 2022, as this title more accurately reflects all of the duties and responsibilities that are being served by Ms. Castillo;

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the title change for Oshin Castillo from provisional Management Specialist to Chief of Operations effective on or after 07/21/2022; and hereby creates the position of Chief of Operations to be added to the Table of Organization for the Agency, which will be an unclassified title. In addition, Ms. Castillo has agreed to vacate her current title, which will be declared vacant and removed from the Agency's Table of Organization be placed in an "unclassified position", and receive the same salary; and

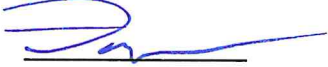
BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to notify the employee of her title change with the Passaic County Board of Social Services effective on or after 07/21/2022, and provide her with a copy of this resolution; and

BE IT FURTHER RESOLVED, that the Board hereby directs the recall of, and cancellation of any and all pending New Jersey Civil Service Lists with regard to position of Management Specialist, as this position is antiquated and no longer feasible to operations of the Agency. As the position of Management Specialist will now be declared vacant and removed from the Table of Organization for the Agency; and

BE IT FURTHER RESOLVED that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Oshin Castillo, and note that her salary will remain the same as it currently is.

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 a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol I. Cuadrado
Vice Chairwoman

Passaic County Board of Social Services

Resolution No. 3129

A RESOLUTION REQUESTIONING THE CANCELLATION OF ALL CIVIL SERVICE ACTION FOR THE POSITIONS OF: DIRECTOR OF WELFARE AND MANAGEMENT SPECIALIST

WHEREAS this Agency's former director requested tests for the positions of Director of Welfare, and Management Specialist; from the New Jersey Civil Service Commission;

WHEREAS due to economy, efficiency, and the desire of the Board to consolidate positions, with the additional desire to increase the scope of duties/responsibilities for other positions; and this Board recognized the need to have the New Jersey Service Commission rescind the previous requests for the tests for these positions, pursuant to NJAC 4A:10-2.2, (a) 1, and (b); and wherein the Board also wishes to rescind or otherwise cancel any pending promotional list that may have been issued by the New Jersey Civil Service Commission; and

WHEREAS the Board hereby directs that the positions of Director of Welfare and Management Specialist be removed from its Table of Organization;

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the actions stated herein: above and below; and

BE IT FURTHER RESOLVED that the Board hereby authorizes this action; and

BE IT FURTHER RESOLVED that the Personnel Officer is hereby authorized and directed to place a copy of this resolution in records of the agency, and notify the New Jersey Civil Service Commission, and any current employee who holds the afore referenced positions of this stated action; and

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 a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Carol I. Cuadrado
Vice Chairwoman

Passaic County Board of Social Services

Resolution No. 3130

A RESOLUTION AUTHORIZING THE CANCELLATION OF THE CIVIL SERVICE LIST FOR DIRECTOR OF WELFARE AND CHANGING THE TITLE OF TALISA A. COLEMAN TO EXECUTIVE DIRECTOR OF THE PASSAIC COUNTY DEPARTMENT OF SOCIAL SERVICES

WHEREAS there currently exists a civil service list of candidates for the position of Director of Welfare; and

WHEREAS due to economy and efficiency, the Board wishes to rescind or otherwise cancel the test/list that was requested by the previous Director with the New Jersey Civil Service Commission;

WHEREAS Talisa A. Coleman has been working in the provisional title of Director of Welfare but more appropriately serving as the Executive Director of the Passaic County Board of Social Services – with a greater scope of responsibility; and

WHEREAS it is by the recommendation of the Board that Talisa A. Coleman remain with the Agency in the capacity of Executive Director of Passaic County Board of Social Services pursuant to a position transfer - effective on or after July 21, 2022, and this change be made and reflected in the Table of Organization for the Agency. Wherein, her prior title is being voluntarily vacated by her, and will be removed from the Table of Organization for the Agency, and the position of Executive Director for this Agency is hereby created. It must also be noted that Ms. Coleman has agreed to this change in title, which will place her into an “unclassified” position of employment, and will not change her salary; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves the rescinding or otherwise cancelling of the test/list for the position of Director of Welfare, where no test has been scheduled, through the New Jersey Civil Service Commission; and

BE IT FURTHER RESOLVED that the Passaic County Board of Social Services hereby approves the transfer of position and title change for Talisa A. Coleman from Provisional Director of Welfare to Executive Director of the Passaic County Board of Social Services effective on or after 07/21/2022; and approves any and all

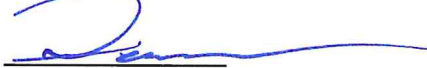
changes that are necessary and /or required to the Table of Organization of the Agency, and specifically states that her salary shall remain the same; and

BE IT FURTHER RESOLVED that the Board is hereby authorized and directed to notify the employee of her title change with the Passaic County Board of Social Services effective on or after 07/21/2022; and

BE IT FURTHER RESOLVED that the Personnel Officer is hereby authorized and directed to place a copy of this resolution in the personnel file of Talisa A. Coleman, and to personally provide her with a copy of this resolution; and

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 a regular meeting held on Thursday July 21, 2022.

ATTEST:

A blue ink signature of Commissioner Rev. Douglas L. Maven, written over a horizontal line.

Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:

A blue ink signature of Commissioner Linda G. Smith, written over a horizontal line.

Commissioner Linda G. Smith
Chairwoman

Passaic County Board of Social Services

Resolution No. 2113

A RESOLUTION AUTHORIZING THE PUBLISHING OF REQUEST FOR PROPOSALS FOR MEDICAID CONSULTING SERVICES

WHEREAS the Passaic County Board of Social Services requires the services of a Medicaid Consultant to assist in the implementation and alignment of the Board's Medicaid policies with those of the State of New Jersey; and

WHEREAS the Passaic County Board of Social Services in an effort to further achieve excellence in its Medicaid Unit requires the development of an SOP and superior case processing methodology; and

WHEREAS The Request for Proposal (RFP) is for a period of three (3) months, with an option by the Board to renew for an additional three (3) months, returnable July 28, 2022; and

WHEREAS it is by the recommendation of the Director that the Passaic County Board of Social Services hereby authorizes the publishing and solicitation for RFPs for Medicaid Consulting Services; and

NOW THEREFORE, BE IT RESOLVED that the Passaic County Board of Social Services hereby approves and authorizes the publishing and solicitation of RFPs pursuant to the New Jersey Public Contracts Law, Fair and Open process as set forth herein; and

BE IT FURTHER RESOLVED that the authorization of the publishing and solicitation of the Medicaid Consulting Services RFP is hereby made retroactive to July 7, 2022 date; and

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 a regular meeting held on Thursday July 21, 2022.

ATTEST:



Commissioner Rev. Douglas L. Maven
Secretary-Treasurer

APPROVED:



Commissioner Linda G. Smith
Chairwoman