

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, OCTOBER 20, 2022
8:30 A.M.**

-
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 October 2022 to occur on: **Thursday, October 20, 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 **October 20, 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/88192236788> with meeting ID of : 881 9223 6788 and passcode: 357782. The second will be via a call-in telephone number connected to Zoom platform: 1-888-475-4499, with meeting ID of: 881 9223 6788 and passcode: 357782. 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).

5. **APPROVAL OF MINUTES** – September 15, 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:

08/22/2022-09/02/2022 CK# 305470-305518 \$1,437,306.53 Payroll
09/05/2022-09/16/2022 Ck#. 305519-305544 \$1,330,943.09 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 November 1, 2022: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.
- B. Funeral Grants
 - Total Funeral Home Payments: \$ 195,299.00
 - Total Cemetery Payments: \$ 29,974.00

8. **SUSPEND REGULAR ORDER OF BUSINESS (Motion Required)**

9. **PUBLIC PORTION**

9A. **EXECUTIVE SESSION (Motion Required)**

Motion required to go into Executive Session for confidential Personnel litigation and contract matters.

10. **RESUME REGULAR ORDER OF BUSINESS (Motion Required)**

11.

DEPARTMENTAL REPORTS (Informational)

- A. Abacus Department
- B. Property and Resources Department
- C. Training Department
- D. Child Support Department

12.

COMMITTEE REPORTS

A. Executive Committee – Commissioner Smith, Chairwoman (Informational).

- 1. Case Statistics
- 2. Program updates- Medicaid
- 3. SNAP, TANF, GA: One-trac Training
- 4. E.A. Service Dept. Monthly Statistical Report September 2022
- 5. Covid Numbers
- 6. Union Labor Agreement-CWA Negotiations

B. Education Leave Committee – Commissioner Cuadrado, Chairwoman (Approval Needed).

- The NJCWDA Trainer’s Association: “Fall into Training” Virtual Training (8 slots):
 - a. Customer Service Skills
 - b. Professional & Life Skills

C. Personnel Committee – Commissioner Cuadrado, Chairwoman (Approval Needed).

- Confidential Report
- Non-Confidential Report

D. Good and Welfare Committee – Commissioner Ahmed, Chairwoman (Informational).

E. Welfare Fraud & Abuse Committee – (Informational).

- Fraud Statistics Included in the Abacus Department Report (11A)

F. Building & Grounds Committee – Commissioner Alston, Chairwoman (Informational)

Monthly Report

- 1. Security Update
- 2. Wanaque Lease renewal
- 3. Central Office Renovations (80 Hamilton Street, Paterson, NJ 07505)
- 4. County Building & Grounds

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

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

II. **Reconciliation of Supplemental Payments to SSI Recipients Quarter September 30, 2022**

A bill has been received from the Division of Family Development for the Reconciliation of Supplemental Payments to SSI recipients for the quarter ending September 30, 2022, in the amount of \$182,000.00

Recommendation is to approve payment to the Division of Family Development in the amount of \$182,000.00

III. **Approval of Payments to Treasurer, State of New Jersey**

This bill is for Data Processing and Electronic Benefit Transfer billing statements for the quarter ending 9/30/2022 in the amount of \$241,643.00

IV. **Federal Share Fringe Benefits and Allowances in Lieu of Rent for Quarter ending June 30, 2022.**

The form WFNJ-618 Cost allocation was received from the Division of Family Development for the quarter ending June 30, 2022. This was used to calculate the Federal share of Fringe Benefits and Allowance In Lieu of Rent due to the County of Passaic.

Federal Share of Fringe Benefits 1/1/2022-6/30/2022	\$5,429,456.30
---	----------------

Federal Share Allowance In lieu of Rent 1/12/2022-6/30/2022	\$ 77,310.39
---	--------------

Total Due the County of Passaic	\$5,506,766.69
---------------------------------	----------------

Recommendation is to approve payment to the County of Passaic in the amount of \$5,506,766.69

V. **Authorization to purchase 10 PANASONIC KV-S078Y Scanners**

These scanners will be purchased using American Rescue Plan Act (ARPA) Funds allocated to our agency for Overtime and purchases related to Processing of SNAP applications. Total purchase price is \$58,260.00

Recommendation is to approve purchase in the amount of \$58,260.00

VI. **Requiring all agency staff to enroll in direct deposit effective January 2023.**

VII. **Changing pay schedule from 26 pay periods to 24 pay periods effective January 2023.**

VIII. **Resolution Authorizing the Renewal Policy for Insurance Coverage Through Nathan, Inc. (Exhibit A)**

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

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

1. Palestinian Community Health and Resource Event
2. Paterson Public Schools PTO Table Events

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

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

- a.) Child Support Hearings
- b.) Institutional Medicaid Hearings

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (Informational)**

1. November 2022 Event Calendar

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**