

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, MARCH 23, 2023
9:00 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 March 2023 to occur on: **Thursday, March 23, 2023 at 9:00AM**. 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 **March 23, 2023 @ 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/88435319825> with meeting ID of : 884 3531 9825 and passcode: 856636. The second will be via a call-in telephone number connected to Zoom platform: 1-888-475-4499, with meeting ID of: 884 3531 9825 and passcode: 856636. 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** – February 23, 2023

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:

2/01/2023-2/15/2023	CK# 305734-305735 \$1,353,998.92 Payroll
2/16/2023-2/28/2023	CK# 305736-305737 \$1,367,013.55 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 March 1, 2023: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 181,275.00
▪ Total Cemetery Payments:	\$ 29,357.00

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. Child Support Department
- D. Training Department

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

1. Case Statistics (Informational)
2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics February 2023-(Informational)
3. EBT (Informational)
4. SNAP Timeliness (Informational)
5. One-Trac- Tracking System (Informational)
6. Call Center Updates
 - a.) Employees
 - b.) Features of the Call Center
7. Microsoft Teams Replacement of Zoom for Committee and Board Meetings (Approval Needed)
8. MIS Department (Approval Needed)
 - a.) Licensing Report (DELL-Microsoft)
 - b.) Headphone Purchase
9. COVID Status (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 (None).**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. HVAC System-Central office (80 Hamilton Street, Paterson, New Jersey 07505)- Completion of installation (Saturday, March 11, 2023).
2. Medicaid Unit Changes.

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 Ending December 31, 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 December 31, 2022 in the amount of \$185,000.00.

Recommendation is to approve payment to the Division of Family Development in the amount of \$185, 000.00.

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

▪ Community Outreach Monthly Activity Report (Informational)

John Currie, Chief Community Organization

1. March 3, 2023 Hearts of Hannah Teams Meeting with
Director Kelley Moss-Brown
2. March 10, 2023 Passaic County Board of Chosen Commissioners
Public Services Conference Planning Meeting
401 Grand Street (Conference Room)
3. March 13, 2023 Preparation for Passaic County Cancer Taskforce Meeting

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

1. Legal Counsel Report February 1-February 28, 2023

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

14. **COMMUNICATIONS – (None).**

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

- 1.) Proclamation for Service Department Retiree
 - Ms. Margaret Tuchler, PCBSS Service Department, Administrative Supervisor of Social Work; 41 years of service.

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**