

ORDER OF BUSINESS

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

REGULAR MEETING OF THE BOARD
THURSDAY, APRIL 27, 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 April 2023 to occur on: **Thursday, April 27, 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 **April 27, 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 will be held via MS Teams in two (2) separate formats. The first will be live video: <https://www.microsoft.com/en-us/microsoft-teams/log-in> with meeting ID of: 250 835 623 55 and passcode: duxTdX. The second will be via a call-in telephone number: 1-872-215-1406, with telephone conference ID of: 826 379 028#. The public will also have an opportunity to speak during the “public portion” of this meeting, through both formats – as authorized by law.

SPECIAL NOTE: The link for this meeting is different, as a change has been made from a ZOOM platform to an MS Teams platform.

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 – March 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:

3/01/2023-3/15/2023	CK# 305738-305742	\$1,380,985.91 Payroll
3/16/2023-3/31/2023	CK# 305743	\$ 1,410,607.08 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 May 1, 2023: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 176,262.00
▪ Total Cemetery Payments:	\$ 26,130.00

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 March 2023-(Informational)
3. COVID Status-(Informational)
4. Medicaid Unwinding Readiness (Informational)
5. SNAP, TANF, and GA-(Informational)
6. Extended Evening Hours- (Informational)
7. Professional Development Days (Informational)
8. Performance Evaluations (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. Central office (80 Hamilton Street, Paterson, New Jersey 07505)-Obtaining Metal detectors and X-Ray machine (client entrance).
2. Collaboration with the County to purchase Cameras-awaiting County Commissioner meeting approval.

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 Quarterly Billing

Request approval to pay the Division of Family Development for our agency's responsibility of Data Processing and EBT expense applicable to (FAMIS) and NJ Kids systems for the quarter ending March 31, 2023. The recommendation is to approve payment of \$91,415.00.

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

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

March 24, 2023, Collaboration Meeting via Zoom with Clifton Health and Human Services Satellite Office

April 10, 2023, Passaic County Board of Chosen Commissioners
Public Services Conference Planning Meeting
401 Grand Street (Conference Room)

April 17, 2023, Preparation for Passaic County Public Services Conference

April 28, 2023, Public Services Conference Event

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

1. Legal Counsel Report March 1-March 31, 2023

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

14. **COMMUNICATIONS – (None).**

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

- 1. Resolution Affirming the County of Passaic Use of Premises at the Borough of Wanaque Property as a Hold-over from the Sublease with the Passaic County Board of Social Services.

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**