

**ORDER OF BUSINESS**

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

**REGULAR MEETING OF THE BOARD  
THURSDAY, MAY 25, 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 May 2023 to occur on: **Thursday, May 25, 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](mailto:info@PCBSS.org) stating your name, address, and matter to be addressed by the Board by no later than **May 25, 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 MS Teams Platform. The first is via live video through MS Teams, with the login information being: <https://www.microsoft.com/en-us/microsoft-teams/log-in> with meeting ID of : 239 984 642 54 and passcode: JdR9Qu. The second will be via a call-in telephone number connected to the MS Teams platform: 1-872-215-1406, with phone conference ID of: 442 248 347#. 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** – April 27, 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:  
  
4/01/2023-4/14/2023 CK# 305744-305749 \$1,462,059.15 Payroll  
4/17/2023-4/28/2023 CK# 305750-305754 \$1,425,137.18 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 June 1, 2023: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.
- B. Funeral Grants
  - Total Funeral Home Payments: \$ 143,789.00
  - Total Cemetery Payments: \$ 21,073.00

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 April 2023-(Informational)
3. COVID Status
4. Medicaid Unwinding Readiness: (Informational)
5. DFD updates (Informational)
6. Barracuda Renewal Resolution (Approval needed)
7. MIS Switch Installation Equipment Request (approval needed; see attachment)

**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)- Metal detectors and Pricing for X-ray machine.
2. Extended Operational hours to 3:30PM; Building will open at 7:30AM
3. Quotes for Cubicles
4. Installation of Cameras (80 Hamilton Street)

**G. Finance Committee – Commissioner Rev. Maven, Chairman (Approval Needed).****I. Monthly Expenditures**

All monthly expenditures are of a routine nature.

**II. Renewal of Prescription Contract Benecard Services LLC**

A proposal for the prescription benefit program for the period June 1, 2023, to May 31, 2024 has been received from Benecard Services LLC. The rate for the new contract remains unchanged from the prior contract period.



Recommendation is to approve the renewal of the prescription benefits plan with Benecard Services LLC with no change in rates. (please see attached for detail rates)

**III. Federal Share Fringe Benefits, Allowance In Lieu of Rent and Indirect Costs for the Quarter Ending December 31, 2022**

The form WFNJ-618 Cost allocation was received from the Division of Family Development for the quarter ending December 31, 2022. This was used to calculate the federal share of Fringe Benefits, Allowance in Lieu of Rent and Indirect Costs due the County of Passaic.

Federal Share Fringe Benefits 10/01/2022 – 12/31/2022	\$3,236,713.34
Federal share Allowance in Lieu of Rent 10/01/2022 – 12/31/2022	80,291.77
Federal Share Indirect Costs 01/01/2020 – 12/31/2020	- 26,919.12
Total due the County of Passaic	\$3,290,085.99

Recommendation is to approve payment to the County of Passaic in the amount of \$3,290,085.99.

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

▪ Community Outreach Monthly Activity Report (Informational)

John Currie, Chief Community Organization

1. April 21, 2023, Outreach Table Event  
Clifton Satellite Office
2. April 28, 2023, Public Services Conference  
Public Safety Academy
3. May 19, 2023, Outreach Table Event  
Clifton Satellite Office
4. May 22, 2023, Little Falls Health Fair  
Little Falls Civic Center

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

1. Legal Counsel Report April 1-April 30, 2023

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

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**