

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
TUESDAY, NOVEMBER 21, 2023
9:00 A.M.**

1. **CALL OF MEETING TO ORDER – MS TEAMS 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 November 2023 to occur on: **Tuesday, November 21, 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 9:00AM – 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 **November 21, 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 : 287 652 569 211 and passcode: G6Q8iG. 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: 659 217 495#. The public will also have an opportunity to speak during the “public portion of this meeting,” through both the MS Teams Live Stream Platform and the MS Teams 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** – October 26, 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:

10/01/2023-10/15/2023 CK# 58626596-58626572	\$1,382,694.63 Payroll
10/16/2023-10/31/2023 CK# 58645491-58645498	\$1,366,062.45 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 December 1, 2023: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

▪ Total Funeral Home Payments:	\$ 196,992.00
▪ Total Cemetery Payments:	\$ 32,856.00

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 Carol Cuadrado, Chairwoman (Approval Needed).**
1. Case Statistics
 2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics October 2023
 3. MIS
 - A.) AOSS Licenses (GUMP) {Approval Needed}
 - B.) Multi-View (Data Storage Licenses) {Approval Needed}
- 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 (No report).**
- E. **Welfare Fraud & Abuse Committee – (Informational).**
- **Fraud Statistics Included in the Abacus Department Report (11A)**
- F. **Building & Grounds Committee – Commissioner Alston (Informational)**

Monthly Reports:

1. Security-Paterson Office (80 Hamilton Street)- High volume of clients visiting the agency; need to ensure levels of Security. X-ray machine donated by the Sheriff's Department.
 2. Haskell Office-New carpet installation to be installed Friday, November 10, 2023.
- G. **Finance Committee – Commissioner Rev. Maven, Secretary Treasurer (Approval Needed).**

I. Monthly Expenditures

All monthly expenditures are of a routine nature.

II. Authorize the Approval of the “Corrective Action Plan”

The Corrective Action Plan has been 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, 2021.

H. Community Relations Committee – Commissioner Rev. Maven, Secretary Treasurer

▪ Community Outreach Monthly Activity Report (Informational)

John Currie, Chief Community Organization

1. October 31, 2023 Memorial Day Nursery Halloween Parade
401 Grand Street, Paterson
2. November 11, 2023 Women of Wisdom Conference
International High School
3. November 17, 2023 Monthly Community Event -- Outreach Table
Clifton Satellite Office

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

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

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

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**