

ORDER OF BUSINESS

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

**REGULAR MEETING OF THE BOARD
THURSDAY, FEBRUARY 22, 2024
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 February 2024 to occur on: **Thursday, February 22, 2024 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 **February 22, 2024 @ 7:00AM (EST)**. 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 : 279 761 131 028 and passcode: CbUDNb. 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: 746 066 288#. 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** – February 01, 2024 (January 25, 2024)

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:

01/01/2024-01/15/2024 CK# 58734244-58734244	\$1,465,643.70 Payroll
CK# 58734563-58734622	30,000.00 Payroll
01/16/2024-01/31/2024 CK# 58751448-58751454	\$1,371,059.35 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, 2024: Temporary Assistance to Needy Families, Refugee Assistance, and Social Service Emergency Assistance.

B. Funeral Grants

- Total Funeral Home Payments: \$ 238,112.00
- Total Cemetery Payments: \$ 40,416.00

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 (Informational).**

1. Case Statistics
2. E.A. Service and Child Support, Training, and WFNJ Monthly Statistics October 2023
3. Medicaid Unwinding Readiness
4. NJCEED PRESENTATION at the Directors Meeting
5. SNAP, TANF, and GA
6. Learning Management System (LMS)
7. MEDICAID MOU

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, Vice Chairwoman (Informational).**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**

- a.) Monthly report provided by the Sheriff's Department.
- b.) Currently have 7-8 security guards from UFS and 2-3 Sheriff Officers including Officer Woolridge.
- c.) Not able to utilize the X-ray machine for clients due to shortage of Sheriff Officers.

2. Medicaid Mailroom

- a.) Mailroom created for Medicaid only.
- b.) Mail scan has become a hub for all documents.

3. Records Management

- Reduce and organize the number of files in both offices.

G. **Finance Committee – Commissioner Rev. Maven, Secretary Treasurer (Approval Needed).**

I. **Monthly Expenditures**

All monthly expenditures are of a routine nature.

II. **2024 Agency Budget**

The 2024 Agency Budget has been prepared in the total amount of \$59,279,864 with a total County Share of \$13,930,559. The overall budget increased by \$2,744,768 from the previous year mostly due to possible liability arising from labor negotiations. The County Share did not increase in 2024.

Recommendation is to approve the 2024 Agency Budget, County share \$13,930,559.

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

- **Community Outreach Monthly Activity Report (No Report)**
John Currie, Chief Community Organization

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

1. **Legal Counsel Report January 1-January 31, 2024**

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

14. **COMMUNICATIONS – (None).**

15. **NEW BUSINESS – (None)**

16. **OLD BUSINESS –(None)**

17. **ADJOURNMENT**