

**Minutes of the Meeting
of the
Bergen County Board of Social Services
December 4, 2012**

PRESENT: Freeholder John A. Felice, Chairperson
Freeholder John D. Mitchell, Vice-Chairperson
Deborah Viola, Ph.D., Secretary-Treasurer
Leah Puzzo, Board Member
William E. Connelly, Jr., Board Member
Mayor Vincent Barra, Board Member (Arrived Late)
Tom Toronto, Board Member
Bob Nyman, Board Member
Frank Catania, Jr., Esq., General Counsel
Alex Morales, Interim Management Consultant
Robert Calocino, Acting Director
Michele Darmochwal, Administrative Secretary

ABSENT: John M. Carbone, Esq., County Adjuster
Randi Duffie, Assistant Secretary-Treasurer

A regular meeting of the Bergen County Board of Social Services was held on December 4, 2012 at 5:30 p.m. in the Board Room of the Bergen County Board of Social Services, 216 Route 17 North, Building A, Rochelle Park, New Jersey.

PUBLIC SESSION:

Chairman John A. Felice called the meeting to order. Counsel read the notice required by the Open Public Meetings Act as follows:

"Pursuant to the Open Public Meetings Act, adequate notice of the meeting scheduled for December 4, 2012 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2012, including a notice of the scheduled time, scheduled date, and location of this meeting at the Bergen County Administrative Building, One Bergen County Plaza, Hackensack, New Jersey.

2. The mailing of this notice of the time, date, and location of this meeting to "The Record", which was published on December 10, 2011 and to the Herald News, which was published on December 10, 2011.
3. By filing of the notice of the time, date, and location of this meeting with the Bergen County Clerk, said filing having taken place on December 7, 2011.

The notice required by the "Open Public Meeting Act" was read as follows:

"Ladies and Gentlemen, the Bergen County Board of Social Services shall now exclude members of the public from the meeting for the following reason:

1. The Board shall discuss property matters involving individuals who have received assistance from the Bergen County Board of Social Services. The identification of such individuals or their property may result in a violation of their rights to privacy and may result in the loss of public funds by this agency.
2. The Board shall discuss matters which are covered pursuant to N.J.S.A. 10:4-12 (b)(1,2,3) involving individuals who have received assistance from the Bergen County Board of Social Services or who have applied for assistance. To disclose the names of such individuals would work an unwarranted invasion of their rights to privacy.
3. The Bergen County Board of Social Services shall discuss personnel matters which are specifically exempt from public meetings pursuant to N.J.S.A. 10:4-12 (b)(8).
4. The Board shall discuss matters with Counsel to the Board which matters shall fall within the attorney-client privilege and are therefore excluded from the public meeting.
5. The Board may discuss other matters pursuant to N.J.S.A. 10:4-12.

Please be advised that at the conclusion of this session, the Board shall return to a public session and the members of the public are invited to return in order to observe. Thank you.

A quorum being achieved, the Board met in Public Session.

PUBLIC SESSION:

Flag Salute

Mr. Morales led those present in a salute to the flag.

Roll Call

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X	

FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X	
DEBORAH VIOLA, Ph.D.	SECRETARY-TREASURER	X	
RANDI DUFFIE	ASST. SECRETARY TREASURER		X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER		X
LEAH PUZZO	BOARD MEMBER	X	
WILLIAM CONNELLY	BOARD MEMBER	X	
MAYOR VINCENT BARRA	BOARD MEMBER		X
TOM TORONTO	BOARD MEMBER	X	
BOB NYMAN	BOARD MEMBER	X	

Open Public Comment Period

A motion to open the Open Public Comment Period, for a three-minute limit with the option of speaking again, was offered by Mr. Toronto, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

Victoria Osborne – Ridgfield Park, NJ

Ms. Osborne, an employee of the Board for 26 years, who currently works in the Training Department, talked about the need for new staff. She advised that she stood before the Board about two years ago and expressed then that we needed more staff. The situation now is the same and even worse. Since then, we have had additional retirements. There has been a growth in caseloads due to a continuing poor economy. There is a growing difficulty in serving the citizens of our County with reduced staff. She spoke about the shifting of staff and explained that there are not enough bodies here to do the work. The Board has been in place for two years, and she personally feels that we are just treading water and maybe, in some respect we have taken steps backwards. She is hopeful that with the hiring of the new Interim Management Consultant there will be improvement and that something will be done to resolve insufficient staff so that the clients, citizens, and employees can benefit from better services.

Maria Aberasturi - Teaneck NJ

Ms. Aberasturi, an employee of the Board, spoke about safety in the building. She discussed a report that was prepared, completed, and given by the Bergen County Police to the Board. She advised that the Bergen County Police are waiting to hear from us regarding the report. She felt they probably have good advice for us, and she is hoping that we get back to them. She is also hoping that we act on this report, change things at the agency to enhance security, and offer

training. She spoke about the incident that sparked last May. In addition, Ms. Aberasturi thanked Matt Giacobbe, Esq., Labor Attorney for the BCBSS; and David Beckett, Esq., the CWA Attorney; for the very professional job they had done with contract negotiations between this Board and Local #1031. She would like to see the Board vote on the proposal and that it is successful so everyone can move forward.

For the record, Mayor Barra arrived at 5:42 p.m.

Diane Baillif – Hasbrouck Heights, NJ

Ms. Baillif, an employee of the Board for almost 23 years, talked about an incident that occurred two weeks ago where a Social Worker was threatened by a client. She thanked the security guards who were able to diffuse the situation. She spoke about another incident in which a client assaulted a police officer and was taken away in handcuffs. She expressed the importance of security.

Olej Kirioukhine – Cliffside Park, NJ

Mr. Kirioukhine brought clothing for people in need. The clothing was given to Mitch Steinhart, Esq., to donate accordingly. Mr. Kirioukhine talked about teaching people to be innovative if they don't have jobs because they can do things to get jobs. He mentioned safety training is very important for the staff because if someone gets hurt it is a liability and it will cost the taxpayers a lot of money. He expressed the need for a centralized hub for food, employment, etc.

Lenore Titus – Switchboard Operator

Ms. Titus, an employee of the Board for approximately 19 years, expressed that she felt that Olej has a very good heart and has some very good ideas. She advised that Our Lady of Mount Carmel Church in Ridgewood has an employment group that tries to help people with their resumes, give them ideas, and help find them employment. Ms. Titus offered that Olej might be very useful where he can help people temporarily get over the hump.

A motion to close the Open Public Comment Period was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to go into Closed Session was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

Action Items:

Resolutions:

2012.12.04 (1) –Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

A motion to waive the reading of Resolution 2012.12.04 (1) was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2012.12.04 (1) was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

CLOSED SESSION:

The Bergen County Board of Social Services shall now exclude members of the public from the meeting and move into Closed Session for the following reasons: The Board may discuss property matters involving individuals who receive assistance from the BCBSS. The identification of such individuals or their property may result in a violation of their right to privacy and may result in a loss of public funds by this agency. The Board shall discuss matters which are covered pursuant to N.J.S.A. 10:4-12B(1,2,3) involving individuals who received assistance from the Board or the Bergen County Board of Social Services or who have applied for assistance. To disclose the names of such individuals would work an unwarranted invasion of their rights to privacy. The Bergen County Board of Social Services shall discuss personnel matters which are specifically exempt from public meetings pursuant to N.J.S.A. 10:4-12 (b)(8). The Board shall discuss matters with Counsel to the Board which matters fall within the attorney-client privilege and are therefore excluded from the public meeting. The Board may also discuss all other matters which are exempt from public meetings pursuant to N.J.S.A. 10:4-12. The minutes from these closed sessions shall be made available to the public upon the expiration of a 45-day appeal period. Please be advised that at the conclusion of this session, the Board shall return to a public session and the members of the public are invited to return at that time.

The Board went into Closed Session at approximately 5:50 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 6:34 p.m.

Chairman Felice requested a Roll Call:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to go back into Open Session was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X

LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

Adoption of Minutes:

(a) Open Session Minutes November 13, 2012

No discussion. A motion to adopt the Open Session Minutes of November 13, 2012 was offered by Mr. Toronto, seconded by Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER			X	

Closed Session Minutes November 13, 2012

A motion to adopt the Closed Session Minutes of November 13, 2012 was offered by Dr. Viola, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X		X	

Treasurer's Report:

(a) Bills List:

A motion to approve the Bills List was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			

RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A discussion ensued regarding the Budget process.

(b) Schedule of Vouchers:

A motion to approve the Schedule of Vouchers was offered by Mr. Toronto, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

Acting Director's Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures was provided to the members for the month of October. The Acting Director advised that the agency is finalizing the D-SNAP Program this evening. Staff Appreciation Day is scheduled for Tuesday, December 11, 2012 at 9:30 a.m. Mr. Calocino and Mr. Modery met with the Bergen County Police regarding safety and security. The police are supposed to get back to Bob about an inquiry he made regarding if someone files a complaint.

A discussion ensued regarding security. At the Boards' request, the Bergen County Police Incident Report regarding a police officer that was assaulted will be provided to all the members with the names redacted.

The Acting Director spoke about another incident that occurred with an employee where the security guard intervened and stopped that situation from escalating any further. At the Board's request, Scott Modery's summary regarding both incidents, as well as, the Bergen County Police Reports will be provided to all the members with the names redacted. Going forward, if there are any meetings with the County or anyone else in terms of security, the Building & Grounds Committee will be included and participate. General Counsel talked about a recent incident at the

agency where a police report included an employee's home address. Going forward, General Counsel advised if there are any incidents with any employees the address provided should be the agency's address. Mr. Connelly advised that he has not seen the Security Survey report from the Bergen County Police. At the Board's request, Mr. Morales will provide copies of the Security Survey report from the Bergen County Police to the entire Board.

Mr. Morales spoke about going to other agencies that deliver services to see their setups and to see what works and what doesn't for them. He explained that it is about finding a successful model rather than reinventing the wheel.

Dr. Viola expressed that she wants to see the training, which is at no cost to the agency, offered to staff.

The Board discussed that the firm the agency retained has done the same kind of work in Hudson County. Mr. Morales discussed his experience with this type of move that he inherited and it was completely unsuccessful because of the design of the building so he is acutely aware of what can happen. Five years later he was tearing down everything and redoing it because it wasn't well thought out. The safety wasn't well thought out, as well as, the distribution. He is aware of how critical it is that it be done right. That is why he and Bob discussed going to some places that have done it right, using the expertise of the architects, the staffs' experience with workflow issues, and to make it a really successful experience, rather than a frustrating experience.

Chairman Felice announced that a meeting is scheduled with NAI James E. Hanson Group and the Building & Grounds Committee on December 14, 2012. Mr. Morales and Mr. Calocino are both scheduled to attend to discuss a possible move and real estate.

A discussion ensued regarding the Adopt-a-Family project. This year, an Angel Tree is located in the Training Department located on the 5th floor. If anyone would like to adopt a family or a child they may select a name from the tree. All gifts should be wrapped and returned by December 19th.

Mr. Morales thanked the Board for having the confidence to have him join the team. He is very excited, and he is trying to meet everyone. He is meeting with the Board Members throughout the week to learn what their priorities are, both short and long-term goals, so he can work towards them. Hopefully, from those discussions he will gather a group of priorities he can bring back to the members at the next Board Meeting. He is going to ask the Board to adopt those priorities with a written plan. If they are not that cohesive, they can be worked on to make them cohesive. He would like the staff and everyone to know this is where we want to go, this is where we want to be, and work towards those goals. He is hoping to establish short term and long-term goals within the next 30 days.

Mr. Morales advised that he has not seen the Security Survey report from the Bergen County Police, however, he was advised that part of the things that he has commented on are in the report. The report discussed the conditions of the lobby, having people wait in the lobby, etc. Part of the issues are not only safety in the building but the perception that we are giving to the customers and how much we value them. He discussed that we have a very stark waiting room and people are waiting for an extended time without televisions or anything to do. People are getting frustrated. Mr. Morales expressed that the Board needs to address this. Any type of television can be added to the waiting room. It is relatively economical, and he believes it can make a big impact on the reception area and the way customers feel we value them. It goes much further. He believes these changes will show we value the customers by reducing the wait time. He already spoke with Nora Mikulski and they are going to try to find some strategies to reduce the wait time. This will also help the staff not having to face people that are already frustrated and angry. He believes this is a nice project to work on with Adina Yacoub and Nora Mikulski. It will have a good impact on the community and it will send a message that we care about the customers.

Vice-Chairman Mitchell welcomed Mr. Morales. He advised that one of the things that he will quickly find out, if he has not found out already, is that he has an outstanding group of people who work here. It has been his privilege since he has served on the Board to interact with many of them. There is nobody more dedicated than this group. He mentioned that Mr. Morales is a lucky man to work with these folks.

Mr. Morales thanked Bob for welcoming him and being helpful. He has met with several staff already. He prefers to meet immediately rather than wait. Everyone is very welcoming and cooperative. Yesterday, he had an opportunity to walk around the agency with Chairman Felice. He is hoping to meet with every employee on Thursday.

President's Report:

Chairman Felice discussed that he is not sure if he will continue to serve on this Board. He advised that it has been a privilege to serve the last two years. He had a chance to serve the people of Bergen County and work with the finest group of employees that anyone can have and for the people in need who come to this agency for help. He discussed an incident that occurred shortly after the storm. A gentleman was frustrated in the lobby and Nora Mikulski and Security intervened and helped the situation. He also discussed the Board's accomplishments over the course of the last two years such as creating By Laws, empowering the Board to be a true Executive Board, and ways to look at things to serve the clients better and to save the taxpayers money. There is so much more work yet to be done. He is very proud to have served each and everyone and to have brought Alex Morales to the agency.

Mayor Barra commented that Chairman Felice has set a tone both for the Agency and this Board. The Chairman has let everyone on this Board speak their peace. He solicited all of their input, as well as, the public and employees' input. He led the Board on a very positive track. If the

Chairman is not here going forward, he hopes that the groundwork that he has laid will be followed. Mayor Barra expressed he believes this agency will be better because of Chairman Felice' leadership over the last two years. Mayor Barra thanked Chairman Felice.

Dr. Viola commented that she has been here with past BCBSS Chairpersons, and it is a 180 degree difference. She felt that previously the Board was passive and had very little say, authority, or power over anything. The meetings were very short, and she felt it was not positive. When Chairman Felice came in it was a big change, and she didn't embrace all of it but the partnership with the Vice-Chairman has been the most positive. She thinks they have gotten it right. Any decisions made were not political, including any decisions that were done here, including the search. She thanked Chairman Felice for forming the committees and encouraging the staff to provide presentations to the Board and being able to raise a voice. She promised the Chairman what he started would not end. Dr. Viola thanked Chairman Felice.

Ronda Wilson requested a point of privilege. Ms. Wilson thanked Chairman Felice for his wonderful service to the Board. Hopefully, she looks forward to working with the Chairman in the future. He has always been very supportive of her and especially Freeholder Mitchell as far as trying to get the best safety at the BCBSS.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Vice-Chairman Mitchell reported on this committee. From the prior meeting, Mrs. Puzzo and he learned from the group that they felt they could bring in and collect more money that is outstanding if they had additional staff. Mrs. Puzzo and Vice-Chairman Mitchell requested that the staff put together a justification. The Vice-Chairman received that information late last week and is currently reviewing it. Mrs. Yacoub and whoever helped her did an excellent job on that submittal. After review, he will forward it on to Mr. Morales. The staff is working very, very hard and they are taking it to the level that it should be. They are looking at it from a cost allocation standpoint. He commended the Fraud and Abuse Unit for putting that together.

(b) Finance Committee

Mr. Toronto reported on the Finance Committee. He distributed a draft template of the 2013 BCBSS Budget (See attached). Mr. Toronto expressed the importance of beginning to plan for a move budget.

(c) Building & Grounds Committee

This item was discussed previously.

Chairman Felice reiterated that a meeting is scheduled with NAI James E. Hanson Group and the Building & Grounds Committee on December 14, 2012.

A motion to approve a two-year contract for Mitchell Steinhart, In-House Counsel, was offered by Freeholder Felice, seconded by Mr. Toronto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve December 2012 Personnel Requests (12-01, 12-02, 12-04, & 12-05) was offered by Mr. Toronto, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve and ratify the Collective Bargaining Agreement with Local 1031 including authorization for the Chairman, Secretary-Treasurer, and Acting Director to sign was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

A motion to accept the CY2013 Board Meeting Dates was offered by Mr. Connelly, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			

FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
TOM TORONTO	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

For the record, Tom Toronto and Mayor Barra left the meeting at 7:25 p.m.

OLD BUSINESS:

(a) Discussion regarding Printing/Envelope Bid Contract

A discussion ensued. A motion to direct Mitch Steinhart, Esq. to go out to bid was offered by Dr. Viola, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

(b) Discussion regarding results of RFQ for Utility Auditing Consultant

This process applies to the agency’s past six years of utility bills. For any mistakes that are found they get a 30% commission on whatever they save, and we receive a check, with no cost to the agency. The Board expressed that the contract has to include that any commission is only based on retroactive savings and not prospective savings. General Counsel advised that if the Board secures a Utility Auditing Consultant, the Professional Services Agreement will contain that information. Dr. Viola empowered Alex Morales to go on the web to see if there are any companies that do utility audits. A motion to table the RFQ for Utility Auditing Consultant was offered by Mr. Nyman, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			

WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

NEW BUSINESS:

(a) Discussion regarding Grant from the State of N.J. Dept. of Community Affairs

A motion to accept the Grant was offered by Dr. Viola, seconded by Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

(b) Discussion regarding Board Meeting Dates for CY2013

A discussion ensued. A motion to set the Board Meeting Dates for CY2013, as set forth by Michele Darmochwal, all meetings at 5:30 p.m. was offered by Mr. Connelly, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

(c) Staff Appreciation Day

Staff Appreciation Day will be held on Tuesday, December 11, 2012 at 9:30 a.m.

(d) Next Board Meeting Date – Tuesday, January 15, 2013 @ 5:30 p.m.

The next Board Meeting is scheduled for **Tuesday, January 15, 2013** at 5:30 p.m. at the Bergen County Board of Social Services.

Action Items:

Resolutions:

2012.12.04 (2) –Resolution Authorizing the Appointment of Mitchell Steinhart,

Esq.

A motion to waive the reading of Resolution 2012.12.04 (2) was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2012.12.04 (2) was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

2012.12.04 (3) –Resolution Accepting the Grant from the State of N.J. Dept. of Community Affairs in connection with the Universal Service Fund for CY2013

A motion to waive the reading of Resolution 2012.12.04 (3) was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X

TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2012.12.04 (3) was offered by Vice-Chairman Mitchell, seconded by Mr. Connelly, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

2012.12.04 (4) –Resolution Accepting and Ratifying the Collective Bargaining Agreement with Two (2) Groups under Local 1031 for a five-year period authorizing the Chairman, Acting Director, and Secretary-Treasurer to sign off on said Collective Bargaining Agreement on behalf of the agency

A motion to waive the reading of Resolution 2012.12.04 (4) was offered by Vice-Chairman Mitchell, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2012.12.04 (4) was offered by Vice-Chairman Mitchell, seconded by Dr. Viola, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
FREEHOLDER JOHN FELICE	CHAIRPERSON	X			
FREEHOLDER JOHN MITCHELL	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
RANDI DUFFIE	ASST. SEC. TREASURER				X
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
LEAH PUZZO	BOARD MEMBER	X			
WILLIAM CONNELLY	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
TOM TORONTO	BOARD MEMBER				X

BOB NYMAN	BOARD MEMBER	X			
-----------	--------------	---	--	--	--

Mr. Nyman discussed the Audit Report that was done. For clarification, the Board approved an auditor over the summer. This auditor will perform the CY2012 audit and that activity will take place in CY2013. Next year, the Board will be looking for an auditor for that year, which will be done in the subsequent year.

With no further business to conclude, a motion to adjourn the meeting at approximately 7:45 p.m. was offered by Vice-Chairman Mitchell, seconded by Mr. Nyman, and unanimously approved.

Respectfully submitted,



Robert Calocino
Acting Director