

**Minutes of the Meeting
of the
Bergen County Board of Social Services
October 1, 2013**

PRESENT: **Randi Duffie, Vice Chairperson**
Deborah Viola, Ph.D., Secretary-Treasurer
Tom Toronto, Assistant Secretary-Treasurer
Freeholder Joan Voss, Board Member
Freeholder Tracy Zur, Board Member (Arrived Late)
Leah Puzzo, Board Member
Mayor Vincent Barra, Board Member
William E. Connelly, Jr., Chairperson
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Alex Morales, Interim Management Consultant
Michele Darmochwal, Administrative Secretary

ABSENT: **John M. Carbone, Esq., County Adjuster**

A regular meeting of the Bergen County Board of Social Services was held on October 1, 2013 at 4:30 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:

John L. Schettino, Esq., called the meeting to order. General 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 October 1, 2013 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2013, 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 March 8, 2013 and to the Herald News, which was published on March 8, 2013.

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 March 6, 2013.

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

Vice-Chairwoman Duffie led those present in a salute to the flag.

Roll Call

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
RANDI DUFFIE	VICE CHAIRPERSON	X	
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X	
TOM TORONTO	ASST. SEC-TREASURER	X	

JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER		X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X	
FREEHOLDER TRACY ZUR	BOARD MEMBER		X
LEAH PUZZO	BOARD MEMBER	X	
MAYOR VINCENT BARRA	BOARD MEMBER	X	
WILLIAM CONNELLY	CHAIRPERSON	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 Freeholder Voss, seconded by Vice-Chairwoman Duffie, and approved as follows:

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

There being no public comment, a motion to close the Open Public Comment Period was offered by Freeholder Voss, seconded by Dr. Viola, and approved as follows:

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

Adoption of Minutes:

(a) Open Session Minutes September 10, 2013

No discussion. A motion to adopt the Open Session Minutes of September 10, 2013 was offered by Mayor Barra, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
RANDI DUFFIE	VICE CHAIRPERSON			X	
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER			X	
TOM TORONTO	ASST. SEC-TREASURER	X			
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X

LEAH PUZZO	BOARD MEMBER			X	
MAYOR VINCENT BARRA	BOARD MEMBER	X			
WILLIAM CONNELLY	CHAIRPERSON	X			

Treasurer’s Report:

(a) Bills List:

A discussion ensued. A motion to approve the Bills List was offered by Mayor Barra, seconded by Freeholder Voss, and approved as follows:

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

(b) Schedule of Vouchers:

A discussion ensued. A motion to approve the Schedule of Vouchers was offered by Mr. Toronto, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER	X			
TOM TORONTO	ASST. SEC-TREASURER	X			
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
LEAH PUZZO	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
WILLIAM CONNELLY	CHAIRPERSON	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 August. A discussion followed.

Freeholder Zur arrived at 4:42 p.m.

(b) Memoranda to the Board

Mr. Morales reported DIMS (Document Imaging Management System) training is going to begin this week. They did some preliminary scanning but there was a glitch, which was resolved today so scanning will begin tomorrow. Staff meetings have been completed. Alex and Bob met

with small groups of approximately 20 employees and the meetings were very successful. Alex and Bob would like to meet with the staff every six months or so because it was very rewarding for everyone.

Chairman’s Report:

In response to the Chairman’s inquiry concerning the federal government about when and how this will affect Food Stamps and if we are looking at a roadblock down the road, the Acting Director discussed at present, we are okay program wise.

Chairman Connelly reported that he received a resignation from Bob Nyman. A motion to accept Bob Nyman’s resignation was offered by Mr. Toronto, seconded by Dr. Viola, and approved as follows:

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

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Voss reported the committee did not meet this month; however, two matters were brought to their attention. The agency received a recoupment in the amount of \$9,610 for a Medicaid overpayment. The staff identified that the client had failed to report pension income. Also, from 7/10/13 to 9/25/13 the agency referred eight (8) cases to the State Attorney's office for prosecution.

(b) Audit & Budget Committee

Mr. Toronto reported the RFQ for Auditor is on the BCBSS website. No responses have been received as of yet. Responses must be submitted and received by October 22, 2013. The RFQ has also been posted on the County’s website.

(c) Building & Grounds Committee

Mayor Barra reported a teleconference was held yesterday and the committee is continuing their search.

OLD BUSINESS:

No discussion.

NEW BUSINESS:

(a) Next Board Meeting Date – Tuesday, November 12, 2013 @ 4:30 p.m.

The next meeting is scheduled for Tuesday, November 12, 2013 at 4:30 p.m.

Action Items:

Resolutions:

A discussion ensued. A motion to approve Resolution 2013.10.01 (2) Approving the Contract Award for Maintenance of Computer Software was offered by Mr. Toronto, seconded by Freeholder Zur, and approved as follows:

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

A discussion ensued. A motion to approve Resolution 2013.10.01 (3) Approving the Authorization to Evaluate Building Systems to Improve Energy Efficiencies was offered by Mayor Barra, seconded by Mr. Toronto, and approved as follows:

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

A discussion ensued. A motion to approve Resolution 2013.10.01 (4) Authorizing the 2013 Budget Transfer Request was offered by Mr. Toronto, seconded by Freeholder Voss, and approved as follows:

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

FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
LEAH PUZZO	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
WILLIAM CONNELLY	CHAIRPERSON	X			

CLOSED SESSION:

The Board will go into Closed Session to discuss items as set forth on the agenda to discuss personnel matters, Closed Session minutes of 9/10/13, litigation, and office lease negotiations and location. The Board will be in Closed Session for approximately 30 minutes. Official action may be taken by the Board once they exit Closed Session and reopen the meeting. The doors will reopen when they resume in Open Session. The minutes from the Closed Session will be available to the public once the items have been resolved or no longer requires the minutes to be held and not distributed to the public. A motion to approve Resolution 2013.10.01 (1) and to go into Closed Session was offered by Freeholder Zur, seconded by Freeholder Voss, and approved as follows:

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

The Board went into Closed Session at approximately 5:00 p.m.

OPEN SESSION:

A motion to open the meeting to Open Session was offered by Mr. Toronto, seconded by Freeholder Zur, and approved as follows:

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

The Board reconvened in Open Session at approximately 6:02 p.m.

A motion to adopt the Closed Session Minutes of September 10, 2013 was offered by Freeholder Voss, seconded by Mayor Barra, and approved as follows:

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

With no further business to conclude, a motion to adjourn the meeting at approximately 6:03 p.m. was offered by Freeholder Voss, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,



Robert W. Calocino
Acting Director