

**Minutes of the Meeting  
of the  
Bergen County Board of Social Services  
February 2, 2016**

**PRESENT:** William E. Connelly, Jr., Chairperson  
Randi Duffie, Vice Chairperson  
Freeholder Tracy Zur, Board Member (Arrived Late)  
Freeholder Joan Voss, Board Member  
John E. Ten Hoeve, Jr., Esq., County Adjuster  
Joseph A. Barreto, Board Member  
Ritzy Morales-Diaz, Board Member  
John L. Schettino, Esq., General Counsel  
Robert W. Calocino, Acting Director  
Alex Morales, Interim Management Consultant  
Michele Darmochwal, Administrative Secretary

**ABSENT:** Deborah Viola, Ph.D., Secretary-Treasurer  
Tom Toronto, Assistant Secretary-Treasurer  
Mayor Vincent Barra, Board Member

A regular meeting of the Bergen County Board of Social Services was held on February 2, 2016 at 4:30 p.m. in the 4'th Floor Board Room of the Bergen County Board of Social Services, 218 Route 17 North, 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 February 2, 2016 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2016, 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 6, 2015 and to the Herald News, which was published on December 6, 2015.
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 3, 2015.

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:**

Chairman Connelly chaired the meeting.

#### **Flag Salute**

Freeholder Voss led those present in a salute to the flag.

**Roll Call**

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON	X	
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER		X
TOM TORONTO	ASST. SEC-TREASURER		X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X	
FREEHOLDER TRACY ZUR	BOARD MEMBER		X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X	
MAYOR VINCENT BARRA	BOARD MEMBER		X
JOSEPH A. BARRETO	BOARD MEMBER	X	
RITZY MORALES-DIAZ	BOARD MEMBER	X	

**Open Public Comment Period**

Chairman Connelly requested a motion to open the meeting for public comment. 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
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

**Maria Aberasturi – Teaneck NJ**

Ms. Aberasturi talked about issues with snow removal and rock salt in the parking lot after the most recent snow storm. She also talked about someone who had a really bad fall in the parking lot due to a lack of rock salt. Ms. Aberasturi suggested someone having a conversation with the landlord about improving snow removal and throwing down rock salt so people don't hurt themselves.

The Chairman asked that Mr. Morales follow-up on this item. Mr. Morales advised that he has had some ongoing discussions with the landlord last week and this week.

Chairman Connelly requested a motion to close the Open Public Comment Period of the Open Session. A motion to close the Open Public Comment Period was offered by Mrs. Morales-Diaz, seconded by Mr. Barreto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

**Adoption of Minutes:**

**(a) Open Session Minutes of January 12, 2016**

Chairman Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session Minutes of January 12, 2016 was offered by Vice Chairwoman Duffie, seconded by Mr. Barreto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER			X	
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER			X	

For the record, Freeholder Zur arrived at approximately 4:42 p.m.

**Treasurer's Report:**

**(a) Bills List:**

Chairman Connelly requested a motion to approve the Bills List. A motion to approve the Bills List was offered by Freeholder Zur, seconded by Freeholder Voss, and approved as follows:

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

JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

**(b) Schedule of Vouchers:**

Chairman Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Vice Chairwoman Duffie, seconded by Freeholder Zur and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

**Administration Report:**

**(a) Monthly Reports – Statistical & Financial:**

A snapshot of caseload and expenditures were provided to the members for the month of December.

**(b) Memoranda to the Board**

Mr. Morales reported that Mental Health First Aid Training will continue on Feb 22, 23 and March 7, 8, 29, and 30. Mr. Morales is scheduled to attend the Mayors’ Association meeting next week for a presentation regarding Adult Protective Services, homeless issues, etc., so they know who to contact in those cases. The Investigator from the Consumer Protection Agency that is working in Fraud started on Monday. We are waiting for the County to have the ability to hire the second person. Staff moved into the new permanent space and cleared out the old temporary space yesterday. Improvements still need to be made in Training. In regard to statistics for Medicaid timeliness, we are at 99.8% and the expedited was 97.8%. In regard to Medicaid, we do not have new February statistics for redeterminations yet. Nursing Home redeterminations are very close to being 100% up to date.

**Chairman’s Report:**

Chairman Connelly talked about the final move into the permanent space. The Chairman thanked and commended the employees and Administration for a job well done. Committee assignments were distributed in everyone’s Board packet as follows: Audit & Budget Committee is comprised of Tom Toronto, Vice Chairwoman Duffie, and Ritzy Morales-Diaz. Building & Grounds Committee is comprised of Mayor Barra, Tom Toronto, and Freeholder Zur. Personnel Committee is comprised of Dr. Viola, Chairman Connelly, and Ritzy Morales-Diaz. Negotiations

subcommittee is comprised of Freeholder Voss, Dr. Viola, and Chairman Connelly. Welfare, Fraud, & Abuse Committee is comprised of Vice Chairwoman Duffie, Joseph Barreto, and Freeholder Voss.

**Committee Reports:**

(a) **Welfare, Fraud, and Abuse Committee**

Vice Chairwoman Duffie reported from January 1 to January 31, 2016 the agency received Medicaid recoveries in the amount of \$13,362.09. No new cases were referred to the Prosecutor’s Office during the month of January.

(b) **Audit & Budget Committee**

No report.

(c) **Building & Grounds Committee**

Chairman Connelly reported the Bergen County Board of Social Services is now in their permanent space.

**OLD BUSINESS:**

**Discussion regarding 2016 RFQs**

A motion to nominate Yaacov Brisman, Esq., from Cleary, Giacobbe Alfieri Jacobs LLC as Labor Counsel was offered by Freeholder Zur, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

**NEW BUSINESS:**

(a) **Next Board Meeting Date – Tuesday, March 1, 2016 @ 4:30 p.m.**

Chairman Connelly announced the next Board Meeting is scheduled for **Tuesday, March 1, 2016, 2016** at 4:30 p.m. at the “218” building.

**Action Items:**

**Resolutions:**

- (a) 2016.2.02 (1) – Resolution Denying Request for Compromise
- (b) 2016.2.02 (2) – Resolution Approving Memorandum of Understanding and Letter of Commitment with Bergen County
- (c) 2016.2.02 (3) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (d) 2016.2.02 (4) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (e) 2016.2.02 (5) – Resolution Authorizing the Hiring of One Part Time Clerk 1
- (f) 2016.2.02 (6) – Resolution Authorizing the Hiring of One Human Services Specialist 3
- (g) 2016.2.02 (7) – Resolution Authorizing the Hiring of One Human Services Specialist 1
- (h) 2016.2.02 (8) – Resolution Authorizing the Hiring of One Principal Payroll Clerk
- (i) 2016.2.02 (9) – Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (j) 2016.2.02 (10) – Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (k) 2016.2.02 (11) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (l) 2016.2.02 (12) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (m)2016.2.02 (13) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (n) 2016.2.02 (14) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (o) 2016.2.02 (15) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (p) 2016.2.02 (16) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (q) 2016.2.02 (17) –Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (r) 2016.2.02 (18)– Resolution Authorizing the Hiring of One Part Time Human Services Aide
- (s) 2016.2.02 (19)– Resolution Rescinding Authorization to Hire One Human Services Specialist 3
- (t) 2016.2.02 (20)– Resolution Authorizing the Hiring of One Part Time Records Support Technician 1
- (u) 2016.2.02 (21) – Resolution Approving Professional Services Agreement with General Counsel
- (v) 2016.2.02 (22) – Resolution Approving Professional Services Agreement with Auditor
- (w) 2016.2.02 (23) – Resolution Approving Professional Services Agreement with Insurance Consultant
- (x) 2016.2.02 (24) – Resolution Appointing Labor Counsel
- (y) 2016.2.02 (25) – Resolution Authorizing Bid Queue Provider
- (z) 2016.2.02 (26) – 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

A motion to approve Resolutions (b) through (y), excluding (a), (x), and (z) was offered by Vice Chairwoman Duffie, seconded by Mrs. Moralez-Diaz, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC.-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			

FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

A motion to discuss and approve Resolution (z) 2016.2.02 (26) 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 and to go into Closed Session was offered by Mr. Barreto, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALES-DIAZ	BOARD MEMBER	X			

The Board went into Closed Session at approximately 4:58 p.m.

**CLOSED SESSION:**

General Counsel stated the Board will go into Closed Session to discuss matters involving the lease premises, Closed Session minutes, personnel, litigation, and negotiations. The minutes from the Closed Session will be available to the public once the items have been resolved or no longer require the minutes to be held and not distributed to the public. The Board will be in Closed Session for approximately 30 minutes. The meeting will then resume and reopen the meeting to the public and the Board make take further action with respect to matters dealing with the Bergen County Board of Social Services.

**OPEN SESSION:**

The Board reconvened in Open Session at approximately 5:26 p.m.

Chairman Connelly requested a motion to approve the Closed Session Minutes of January 12, 2016. A motion to approve the Closed Session Minutes was offered by Freeholder Voss, seconded by Mrs. Morales-Diaz, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X



TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER			X	
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Chairman Connelly requested a motion to approve Resolution (a) 2016.2.02 (1) Denying Request for Compromise. A motion to approve Denying Request for Compromise was offered by Freeholder Voss, seconded by Mr. Barreto, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER			X	
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Chairman Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:27 p.m. was offered by Mr. Barreto, seconded by Freeholder Zur, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER				X
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER				X
JOSEPH A. BARRETO	BOARD MEMBER	X			
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino  
Acting Director