

**Minutes of the Meeting
of the
Bergen County Board of Social Services
June 6, 2017**

PRESENT: William E. Connelly, Jr., Chairperson
Erin N. Delaney, Assistant Secretary Treasurer
Freeholder Tracy S. Zur, Board Member (Arrived Late)
Freeholder Mary J. Amoroso, Board Member
John E. Ten Hoeve, Jr., Esq., County Adjuster
Elaine K. Meyerson, Board Member
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Michele M. Darmochwal, Administrative Secretary

ABSENT: Randi Duffie, Vice-Chairperson
Ritzy A. Morales-Diaz, Secretary Treasurer

A regular meeting of the Bergen County Board of Social Services was held on June 6, 2017 at 4:30 p.m. in the 4th 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., General Counsel to the Board, called the meeting to order and 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 June 6, 2017 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2017, 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 January 13, 2017 and to the Herald News, which was published on January 13, 2017.

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 January 11, 2017.

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

Chairman William E. Connelly led those present in a salute to the flag.

Roll Call

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON		X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER		X

ERIN N. DELANEY	ASST. SECRETARY TREASURER	X	
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
FREEHOLDER TRACY S. ZUR	BOARD MEMBER		X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X	
ELAINE K. MEYERSON	BOARD MEMBER	X	

Open Public Comment Period

Chairman William E. 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 John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Christine Murphy – Part-Time Human Services Specialist 1

Ms. Murphy, a part-time Human Services Specialist 1, discussed that she previously came before the Board and asked the Board to consider promoting part-time Human Services Specialist 1 to Human Services Specialist 2. She also followed up with a letter in regard to this topic but did not hear back from anyone. She again asked the Board to consider promoting four (4) part-time employees from Human Services Specialist 1 to Human Services Specialist 2. Ms. Murphy explained that she is being told by management that it is a union call, and she is being told by the union that it is a management call. The Civil Service Commission told her that she is qualified to be able to be promoted. Ms. Murphy took a test over two (2) years ago, and she is currently #1 on the Certification List to be promoted. There have been at least ten people who have been promoted off of that list above her, and she was #1 at the beginning of that list. Ms. Murphy asked the Board to consider promoting her to Human Services Specialist 2 because she is a good employee, #1 on a certification list, and the only thing she does differently from anyone else in this agency is she works five (5) hours instead of seven (7).

Chairman Connelly addressed Ms. Murphy. He explained the process is the Board approves and/or denies what management presents to them. It is not the position of a Board to give promotions. The recommendations on all internal promotions come from management. The Chairman will raise Ms. Murphy’s concerns, look into this matter, and question the Acting Director about the process.

Ms. Murphy spoke about a contract issue which specifies after a year of full time a Human Services Specialist 1 is promoted to Human Services Specialist 2. She discussed that she is not covered in that contract because she is part time.

Chairman Connelly and John L. Schettino, Esq., advised Ms. Murphy that there is only so much the Board can get into in Open Session but her comments about it in the contract involves the union and raises other issues. She raised a very strong concern with the fact that the contract reads that full-time employees after one year are to get promoted. The Board does not have the ability to supersede the contract, absent negotiating a change in the language. The Board is bound by the language in the contract.

Ms. Murphy discussed part-time employees aren't discussed in that part of the union contract.

John L. Schettino, Esq., explained that is done intentionally because the union chose to treat full-time employees different than part-time employees. If they didn't, the union would have specifically addressed the part timers. This is through a negotiation process and through the union representative.

John L. Schettino, Esq., communicated that when the contract expires if the union wants to support Ms. Murphy's position and add language; they could, in regard to part-time employees. Of course, the Board would have to agree with that but it starts with the union.

Ms. Murphy discussed that she came here because she wanted to help people, serve her community, and do other things along those lines. She expressed that she is being penalized for a decision that she made and wanted to bring this issue to the Board's attention. Ms. Murphy communicated that if there is anything the Board can do about this issue, as human beings for people who are making decisions to do certain things for their families for quality of life and everything else, she encouraged them to do that.

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

Chairman William E. 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 John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			

FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Zur left the Board Room.

Adoption of Minutes:

(a) Open Session Minutes of May 2, 2017

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of May 2, 2017 was offered by Elaine K. Meyerson, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X (Stepped out of Room)
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Zur returned to the Board Room.

Treasurer's Report:

(a) Bills List:

Chairman William E. Connelly requested a motion to approve the Bills List. A motion to approve the Bills List was offered by Freeholder Tracy S. Zur, seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

(b) Schedule of Vouchers:

Chairman William E. Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Freeholder Tracy S. Zur, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			

RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures were included in each of the Board Member’s packet for the month of April. Robert W. Calocino reported that there was a drop in TANF and Food Stamp cases because customers were sanctioned for not complying and attending the Work First N.J. Program. There was an increase in the General Assistance caseload. In regard to Medicaid, there was a drop in cases because the agency closed approximately 507 redetermination cases. The customers did not respond and comply but now the agency is receiving their information so cases will be opened again over the next month. The Chairman called attention to the downward trend over the last several months.

(b) Memoranda to the Board

Robert W. Calocino reported that a meeting was held on site with the Housing, Health & Human Services Center to discuss expediting scheduling appointments for emergency assistance. The Center will schedule the appointments and the Bergen County Board of Social Services will send a Social Worker there to interview and assist customers with emergency assistance applications. The BCBSS employee will review the customer’s plan to make sure that they are living up to their plan. Currently, a BCBSS employee is present at the Center four (4) days per week to process General Assistance. This additional worker will assist with housing assistance when the customer moves from the Center. The BCBSS worker will also be a backup for emergency assistance. Customers who receive General Assistance (GA) are also eligible to receive Temporary Rental Assistance (TRA). In addition, a follow up meeting was held with One Stop staff to initiate changes in the number of customers being scheduled for appointments and to streamline the interagency referral process. Robert W. Calocino thanked the employees who raised \$560.00 through a “Jean’s Day” for Autism Speaks. World Elder Abuse Awareness Day is on Thursday, June 15, 2017. Any staff who wears purple on June 15th can wear jeans to work on this day to raise awareness of elder abuse. A meeting was held with the County and UNICORN (Payroll Software Provider) staff in regard to converting the payroll system. The agency is adopting the new county payroll system and will be involved in the preliminary testing since we are a small agency. The agency must purchase time clocks from UNICORN for this new payroll/timekeeping system conversion. In regard to the timeline, the agency is looking to replace the timekeeping system effective August 1, 2017. John L. Schettino, Esq., forwarded an additional letter to the landlord in regard to parking problems at the BCBSS. A valet service was added for customers. This item will be discussed further in Closed Session.

Chairman's Report

Chairman William E. Connelly asked if any Board Member would like to tour the Housing, Health & Human Services Center. He expressed most, if not all Board Members, have toured the Center. Elaine K. Meyerson communicated that she has not toured the Housing, Health & Human Services Center and will contact the Director of the Center to make her own appointment.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Mary J. Amoroso reported from May 1 to May 31, 2017 the agency received Medicaid recoveries in the amount of \$121,757.50. One (1) case was referred to the Prosecutor's Office during the month of May.

(b) Audit & Budget Committee

Robert W. Calocino reported that the Auditor has been in touch with the agency, and he has proposed somewhere from beginning to mid-July to come in and start the audit. The Board did not express an interest in having an entrance conference with the Auditor. Elaine K. Meyerson inquired about whether a draft audit report is distributed to the Board. The Chairman explained that the Auditor will submit a draft audit report before the final report is distributed to the Board. After review, the Board will vote to approve the final audit report.

(c) Building & Grounds Committee

This item will be discussed in Closed Session.

OLD BUSINESS:

NEW BUSINESS:

(a) Next Board Meeting Date

The next Board Meeting is scheduled for Tuesday, July 11, 2017 at 4:30 p.m. in the 4'th floor Board Room.

Action Items:

Resolutions:

- (a) 2017.6.06 (1) - Resolution Approving Disposal of Office Equipment
- (b) 2017.6.06 (2) - Resolution Approving Purchase of HP Printers
- (c) 2017.6.06 (3) - Resolution Approving UNICORN HRO
- (d) 2017.6.06 (4) - Resolution Approving Shared Services Agreement with the County of Bergen for QPA Services
- (e) 2017.6.06 (5) - Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (f) 2017.6.06 (6) - Resolution Authorizing the Advertisement of Employment for Multiple Openings

- (g) 2017.6.06 (7) - Resolution Authorizing Rescinding Resolution 2017.5.02 (11) in regard to the Hiring of One (1) Temporary Records Support Technician 1
- (h) 2017.6.06 (8) - Resolution Authorizing the Hiring of One (1) Temporary Records Support Technician 1
- (i) 2017.6.06 (9) - Resolution Authorizing the Advertisement and Offer of Employment for Five (5) Part Time Human Services Aides
- (j) 2017.6.06 (10) - Resolution Authorizing the Advertisement and Offer of Employment for Three (3) Full Time Human Services Aides
- (k) 2017.6.06 (11) - Resolution Authorizing a Change in Employment for One (1) Part Time Clerk 1 to Full Time Clerk 1
- (l) 2017.6.06 (12) - 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 discuss and approve Resolutions (a) through (c) and (e) through (k) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to discuss and approve Resolution (l) 2017.6.06 (12) 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 Erin N. Delaney, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

The Board went into Closed Session at approximately 5:07 p.m.

CLOSED SESSION:

John L. Schettino, Esq., General Counsel to the Board, stated the Board will go into Closed Session to discuss the Closed Session minutes of May 2, 2017 and matters involving personnel, litigation, and contracts. 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 20 to 30 minutes at which time the meeting will then resume and reopen the meeting to the public. The Board may take further public action with respect to matters dealing with the Bergen County Board of Social Services and will finish the rest of the business on the agenda.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:37 p.m.

A motion to approve Resolution (d) 2017.6.06 (4) Approving Shared Services Agreement with the County of Bergen for QPA Services, with a change in the wording, adding (**and/or**) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to adopt the Closed Session Minutes of May 2, 2017 was offered by Freeholder Mary J. Amoroso, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to extend the Acting Director’s term for 45 days was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X

RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Chairman William E. Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:40 p.m. was offered by Freeholder Tracy S. Zur, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino
Acting Director

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of the
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June 6, 2017**

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Erin N. Delaney, Assistant Secretary Treasurer
Freeholder Tracy S. Zur, Board Member (Arrived Late)
Freeholder Mary J. Amoroso, Board Member
John E. Ten Hoeve, Jr., Esq., County Adjuster
Elaine K. Meyerson, Board Member
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Michele M. Darmochwal, Administrative Secretary

ABSENT: Randi Duffie, Vice-Chairperson
Ritzy A. Morales-Diaz, Secretary Treasurer

A regular meeting of the Bergen County Board of Social Services was held on June 6, 2017 at 4:30 p.m. in the 4th 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., General Counsel to the Board, called the meeting to order and 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 June 6, 2017 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2017, 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 January 13, 2017 and to the Herald News, which was published on January 13, 2017.

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 January 11, 2017.

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:

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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.
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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

Chairman William E. Connelly led those present in a salute to the flag.

Roll Call

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON		X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER		X

ERIN N. DELANEY	ASST. SECRETARY TREASURER	X	
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
FREEHOLDER TRACY S. ZUR	BOARD MEMBER		X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X	
ELAINE K. MEYERSON	BOARD MEMBER	X	

Open Public Comment Period

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WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Christine Murphy – Part-Time Human Services Specialist 1

Ms. Murphy, a part-time Human Services Specialist 1, discussed that she previously came before the Board and asked the Board to consider promoting part-time Human Services Specialist 1 to Human Services Specialist 2. She also followed up with a letter in regard to this topic but did not hear back from anyone. She again asked the Board to consider promoting four (4) part-time employees from Human Services Specialist 1 to Human Services Specialist 2. Ms. Murphy explained that she is being told by management that it is a union call, and she is being told by the union that it is a management call. The Civil Service Commission told her that she is qualified to be able to be promoted. Ms. Murphy took a test over two (2) years ago, and she is currently #1 on the Certification List to be promoted. There have been at least ten people who have been promoted off of that list above her, and she was #1 at the beginning of that list. Ms. Murphy asked the Board to consider promoting her to Human Services Specialist 2 because she is a good employee, #1 on a certification list, and the only thing she does differently from anyone else in this agency is she works five (5) hours instead of seven (7).

Chairman Connelly addressed Ms. Murphy. He explained the process is the Board approves and/or denies what management presents to them. It is not the position of a Board to give promotions. The recommendations on all internal promotions come from management. The Chairman will raise Ms. Murphy’s concerns, look into this matter, and question the Acting Director about the process.

Ms. Murphy spoke about a contract issue which specifies after a year of full time a Human Services Specialist 1 is promoted to Human Services Specialist 2. She discussed that she is not covered in that contract because she is part time.

Chairman Connelly and John L. Schettino, Esq., advised Ms. Murphy that there is only so much the Board can get into in Open Session but her comments about it in the contract involves the union and raises other issues. She raised a very strong concern with the fact that the contract reads that full-time employees after one year are to get promoted. The Board does not have the ability to supersede the contract, absent negotiating a change in the language. The Board is bound by the language in the contract.

Ms. Murphy discussed part-time employees aren't discussed in that part of the union contract.

John L. Schettino, Esq., explained that is done intentionally because the union chose to treat full-time employees different than part-time employees. If they didn't, the union would have specifically addressed the part timers. This is through a negotiation process and through the union representative.

John L. Schettino, Esq., communicated that when the contract expires if the union wants to support Ms. Murphy's position and add language; they could, in regard to part-time employees. Of course, the Board would have to agree with that but it starts with the union.

Ms. Murphy discussed that she came here because she wanted to help people, serve her community, and do other things along those lines. She expressed that she is being penalized for a decision that she made and wanted to bring this issue to the Board's attention. Ms. Murphy communicated that if there is anything the Board can do about this issue, as human beings for people who are making decisions to do certain things for their families for quality of life and everything else, she encouraged them to do that.

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

Chairman William E. 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 John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			

FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Zur left the Board Room.

Adoption of Minutes:

(a) Open Session Minutes of May 2, 2017

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of May 2, 2017 was offered by Elaine K. Meyerson, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X (Stepped out of Room)
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Zur returned to the Board Room.

Treasurer's Report:

(a) Bills List:

Chairman William E. Connelly requested a motion to approve the Bills List. A motion to approve the Bills List was offered by Freeholder Tracy S. Zur, seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

(b) Schedule of Vouchers:

Chairman William E. Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Freeholder Tracy S. Zur, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			

RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures were included in each of the Board Member’s packet for the month of April. Robert W. Calocino reported that there was a drop in TANF and Food Stamp cases because customers were sanctioned for not complying and attending the Work First N.J. Program. There was an increase in the General Assistance caseload. In regard to Medicaid, there was a drop in cases because the agency closed approximately 507 redetermination cases. The customers did not respond and comply but now the agency is receiving their information so cases will be opened again over the next month. The Chairman called attention to the downward trend over the last several months.

(b) Memoranda to the Board

Robert W. Calocino reported that a meeting was held on site with the Housing, Health & Human Services Center to discuss expediting scheduling appointments for emergency assistance. The Center will schedule the appointments and the Bergen County Board of Social Services will send a Social Worker there to interview and assist customers with emergency assistance applications. The BCBSS employee will review the customer’s plan to make sure that they are living up to their plan. Currently, a BCBSS employee is present at the Center four (4) days per week to process General Assistance. This additional worker will assist with housing assistance when the customer moves from the Center. The BCBSS worker will also be a backup for emergency assistance. Customers who receive General Assistance (GA) are also eligible to receive Temporary Rental Assistance (TRA). In addition, a follow up meeting was held with One Stop staff to initiate changes in the number of customers being scheduled for appointments and to streamline the interagency referral process. Robert W. Calocino thanked the employees who raised \$560.00 through a “Jean’s Day” for Autism Speaks. World Elder Abuse Awareness Day is on Thursday, June 15, 2017. Any staff who wears purple on June 15th can wear jeans to work on this day to raise awareness of elder abuse. A meeting was held with the County and UNICORN (Payroll Software Provider) staff in regard to converting the payroll system. The agency is adopting the new county payroll system and will be involved in the preliminary testing since we are a small agency. The agency must purchase time clocks from UNICORN for this new payroll/timekeeping system conversion. In regard to the timeline, the agency is looking to replace the timekeeping system effective August 1, 2017. John L. Schettino, Esq., forwarded an additional letter to the landlord in regard to parking problems at the BCBSS. A valet service was added for customers. This item will be discussed further in Closed Session.

Chairman's Report

Chairman William E. Connelly asked if any Board Member would like to tour the Housing, Health & Human Services Center. He expressed most, if not all Board Members, have toured the Center. Elaine K. Meyerson communicated that she has not toured the Housing, Health & Human Services Center and will contact the Director of the Center to make her own appointment.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Mary J. Amoroso reported from May 1 to May 31, 2017 the agency received Medicaid recoveries in the amount of \$121,757.50. One (1) case was referred to the Prosecutor's Office during the month of May.

(b) Audit & Budget Committee

Robert W. Calocino reported that the Auditor has been in touch with the agency, and he has proposed somewhere from beginning to mid-July to come in and start the audit. The Board did not express an interest in having an entrance conference with the Auditor. Elaine K. Meyerson inquired about whether a draft audit report is distributed to the Board. The Chairman explained that the Auditor will submit a draft audit report before the final report is distributed to the Board. After review, the Board will vote to approve the final audit report.

(c) Building & Grounds Committee

This item will be discussed in Closed Session.

OLD BUSINESS:

NEW BUSINESS:

(a) Next Board Meeting Date

The next Board Meeting is scheduled for Tuesday, July 11, 2017 at 4:30 p.m. in the 4'th floor Board Room.

Action Items:

Resolutions:

- (a) 2017.6.06 (1) - Resolution Approving Disposal of Office Equipment
- (b) 2017.6.06 (2) - Resolution Approving Purchase of HP Printers
- (c) 2017.6.06 (3) - Resolution Approving UNICORN HRO
- (d) 2017.6.06 (4) - Resolution Approving Shared Services Agreement with the County of Bergen for QPA Services
- (e) 2017.6.06 (5) - Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (f) 2017.6.06 (6) - Resolution Authorizing the Advertisement of Employment for Multiple Openings

- (g) 2017.6.06 (7) - Resolution Authorizing Rescinding Resolution 2017.5.02 (11) in regard to the Hiring of One (1) Temporary Records Support Technician 1
- (h) 2017.6.06 (8) - Resolution Authorizing the Hiring of One (1) Temporary Records Support Technician 1
- (i) 2017.6.06 (9) - Resolution Authorizing the Advertisement and Offer of Employment for Five (5) Part Time Human Services Aides
- (j) 2017.6.06 (10) - Resolution Authorizing the Advertisement and Offer of Employment for Three (3) Full Time Human Services Aides
- (k) 2017.6.06 (11) - Resolution Authorizing a Change in Employment for One (1) Part Time Clerk 1 to Full Time Clerk 1
- (l) 2017.6.06 (12) - 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 discuss and approve Resolutions (a) through (c) and (e) through (k) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to discuss and approve Resolution (l) 2017.6.06 (12) 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 Erin N. Delaney, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

The Board went into Closed Session at approximately 5:07 p.m.

CLOSED SESSION:

John L. Schettino, Esq., General Counsel to the Board, stated the Board will go into Closed Session to discuss the Closed Session minutes of May 2, 2017 and matters involving personnel, litigation, and contracts. 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 20 to 30 minutes at which time the meeting will then resume and reopen the meeting to the public. The Board may take further public action with respect to matters dealing with the Bergen County Board of Social Services and will finish the rest of the business on the agenda.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:37 p.m.

A motion to approve Resolution (d) 2017.6.06 (4) Approving Shared Services Agreement with the County of Bergen for QPA Services, with a change in the wording, adding (**and/or**) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to adopt the Closed Session Minutes of May 2, 2017 was offered by Freeholder Mary J. Amoroso, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to extend the Acting Director’s term for 45 days was offered by John E. Ten Hoeve, Jr., Esq., seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X

RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Chairman William E. Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:40 p.m. was offered by Freeholder Tracy S. Zur, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER				X
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino
Acting Director