

**Minutes of the Meeting  
of the  
Bergen County Board of Social Services  
February 5, 2013**

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

**ABSENT:** None

A regular meeting of the Bergen County Board of Social Services was held on February 5, 2013 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:**

Frank Catania, Jr., 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 5, 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 December 17, 2012 and to the Herald News, which was published on December 17, 2012.
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 6, 2012.

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. Carbone 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	
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	
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 Dr. Viola, 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			
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			
BOB NYMAN	BOARD MEMBER				X

For the record, Bob Nyman arrived at 5:37 p.m.

**Sue Silverstein – Fair Lawn, NJ**

Ms. Silverstein, Training Supervisor, discussed a problem with the Fair Hearing process. The agency holds Fair Hearings on Tuesdays and Thursdays. Currently, the agency is using the Tax Court on Tuesdays and that is working out very well. However, they do not have a room on Thursdays. Ms. Silverstein advised that on Thursdays, staff and clients must travel to Newark for Fair Hearings, which is inconvenient for the clients getting there and expensive for the staff. A discussion ensued regarding securing a location on Thursdays.

**Maria Aberasturi – Teaneck, NJ**

Ms. Aberasturi discussed retirees have their Medicare payments reimbursed to them. A retiree brought to her attention they did not get a check in January and did not receive any notice regarding any change. The response they received is the reason they haven't received their checks is because the Board is conducting a legal review based on state regulations regarding the reimbursement of the Medicare. In addition, she discussed it is unclear what the chain of command is at the Bergen County Board of Social Services.

**Ronda Wilson – Hackensack, NJ**

Ms. Wilson inquired about the chain of command at the Bergen County Board of Social Services.

**Diane Baillif – Hasbrouck Heights, NJ**

Ms. Baillif provided a follow-up to last month’s discussion regarding transportation. She and a supervisor of the Work First Unit met with the One Stop Career Center and they removed 56 people from the following list of people to get transportation reimbursement. This past month they removed another 45 people. They have taken off close to 100 people.

A motion to close the Open Public Comment Period was offered by Mr. Carbone, seconded by Dr. Viola, 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			
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to go into Closed Session 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			
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			
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.

**2013.02.05 (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 2013.02.05 (1) 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			
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2013.02.05 (1) 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			
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			
BOB NYMAN	BOARD MEMBER	X			

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

**OPEN SESSION:**

The Board reconvened in Open Session at approximately 7:15 p.m.

A motion to go back into Open Session was offered by Vice Chairwoman Duffie, seconded by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**Roll Call**

Chairman Connelly requested a 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
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	
BOB NYMAN	BOARD MEMBER	X	

**Adoption of Minutes:**

**(a) Open Session Minutes January 15, 2013**

No discussion. A motion to adopt the Open Session Minutes of January 15, 2013 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
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	
BOB NYMAN	BOARD MEMBER	X			

**Closed Session Minutes January 15, 2013**

A motion to adopt the Closed Session Minutes of January 15, 2013 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
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	
BOB NYMAN	BOARD MEMBER	X			

**Treasurer's Report:**

**(a) Bills List:**

A discussion ensued. A motion to approve the Bills List was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**(b) Schedule of Vouchers:**

A discussion ensued. A motion to approve the Schedule of Vouchers was offered by Dr. Viola, 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
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			
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 December. A discussion ensued.

A motion to accept the Report was offered by Mr. Carbone, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**(b) Update on Management Review Audit (Bob Calocino)**

The Acting Director reported that he contacted the Division of Family Development and requested a Management Audit.

**(c) Memoranda to the Board (Alex Morales)**

Mr. Morales reported that a team has been established to look at how the agency services phone calls and create and implement improvements as appropriate. A second group is going to start doing Customer Service Initiatives, which is sort of like an ambassador type program to assist clients in understanding and complying to help navigate the system. They are trying to get some volunteer retirees to come back and assist customers with this initiative. A separate group is working on some additional tools so they can transfer some of the tasks from the case workers to the clerical staff and to work on a consolidated appointment system so that the appointments can be changed at the front rather than interrupting the case worker. He is creating a case notes tab so when a call is placed the person receiving the phone call will be able to provide information. Currently, he is working on a resource section with information from all around the County that offers social services made available to the public in the reception areas. He met with the Homeless Shelter and the Bergen County Housing Authority who are interested in pursuing a similar strategy for homeless families. He advised that they will be visiting Mercer County who has a nationally recognized program for family homelessness. For this, he will be requesting the support of the Freeholders in the near future. He discussed the building and distributed a memorandum to the Board. A discussion ensued regarding the log of turning away people at the front desk. Mr. Morales discovered that between December 13<sup>th</sup> through January 31<sup>st</sup>, 934 applicants who came in requesting an interview were turned away. Mr. Morales is looking at ways to change the application process to try to eliminate turn aways. Beginning tomorrow, Mr. Morales advised that there will be a log documenting name and



contact information for customers turned away at the front desk.

**(d) Purchase and installation of televisions for waiting rooms (Alex Morales)**

In regard to Mr. Morales’ request to purchase and install two televisions in the waiting rooms, approval was given.

**Chairman’s Report:**

No report was provided.

**Committee Reports:**

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

No report was provided.

A motion to add Vice Chairwoman Duffie to the Welfare, Fraud, and Abuse Committee 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
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			
BOB NYMAN	BOARD MEMBER	X			

**(b) Finance Committee**

Because of the nature of the discussion, a presentation was made during the Closed Session.

**(c) Building & Grounds Committee**

Mayor Barra made some comments that he considered to be some misstatements that were made during the Open Session at last month’s meeting. This committee was put together about nine to twelve months ago to look for a new location for this agency. They have explored every possible avenue. They are looking at this building and other buildings. Their main focus is the location primarily for the clients but also for staff. The other criteria is the manner in which they will structure and organize the space and how the agency can work most efficiently for the staff and for the clients. Comments were made that they are not utilizing Bergen County’s assets in terms of information and that is simply not accurate. They have retained the services of a real estate firm. They did that in a very detailed process whereby, they interviewed various firms that wanted to participate. They obtained RFQs from them and interviewed them very extensively. They were narrowed down to second interviews and the Hanson firm was retained because of their knowledge locally with real estate, particularly in Hackensack. Another reason why they retained them, which is

very significant, was that the commission paid to Hanson will be paid by whoever the ultimate landlord will be and will be paid by the landlord whenever the lease is negotiated. The most important thing that Hanson agreed to provide them with was an architect and space planning firm who will do the space planning and architecture for the new facility. This is critical to the staff and to how we are going to intake our clients, how we send them, where we send them, security, etc. Security is a major issue that the staff and the Board have been concerned about. DMR is a firm that has already done a Board of Social Services so they have been through this already. The committee has gone to that location, as well as, other agencies who are dealing with the same services that we provide. They looked at their security, intake procedures, etc. The bottom line is this committee has been working tirelessly to find the best place for everyone involved. They do intend to have the input of the staff because the input of the staff is critical both in terms of space planning and location however, they are not there yet. There is roughly about 16 to 18 months. They have already looked at several locations but none that they thought were the place for us. When the time is right, they will bring the staff in to tell them what they are looking at and to get their ideas. A survey has already been started that is going out to staff in terms of what they need, the amount of space that they need, and where that space will fit within the confines of the overall structure of the organization. This is what the committee has been doing and they are going to continue their efforts. There are several meetings coming up over the next few days and when the time is right the staff will be brought into the picture. First, the department heads and then the individual staff to get their input so that they can put together what everyone wants, which is what is best for the agency and what is best for the clients. Mayor Barra discussed people need to understand what they are doing is for the staff and clients.

**OLD BUSINESS:**

The RFQ for Utility Auditing Consultant was issued on January 30, 2013. Responses are due by February 22, 2013 and will be publicly announced and opened on February 25, 2013.

**(a) Discussion regarding results of RFQ for Professionals (General Counsel, Labor Counsel, Insurance Consultant, and Auditor**

This item was moved to the end of the meeting.

**(b) Discussion and consideration of results of Stationery/Printing Bid**

A discussion ensued. A motion to accept Mitch Steinhart’s recommendation to award the two lowest firms, Envelopes & Printing Products and Paper Mart, for the stationery/printing bid was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

Mayor Barra acknowledged and thanked Mitch Steinhart, Esq., for his 25 years of service with the agency.

**(c) Discussion and consideration of proposed amendment to the By-Laws**

A discussion ensued. A motion to change the name of the Finance Committee to the Budget and Audit Committee was offered by Dr. Viola, seconded by Mrs. Puzzo, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**NEW BUSINESS:**

**(a) Discussion regarding QPA**

A discussion ensued. A motion to appoint Christine Healey as the agency's Qualified Purchasing Agent (QPA) was offered by Dr. Viola, seconded by Mayor Barra, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**(b) Next Board Meeting Date – Tuesday, March 5, 2013 @ 5:30 p.m.**

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

**Action Items:**

**Resolutions:**

**2013.02.05 (2) –Resolution Authorizing the Acting Director, Chairperson, Acting Fiscal Officer, and Secretary Treasurer to sign off on accounts with Wells Fargo Bank**

A motion to waive the reading of Resolution 2013.02.05 (2) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2013.02.05 (2) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**2013.02.05 (3) –Resolution Adopting a Non-Fair and Open Process for Retention of Professionals and Consultants in CY2013**

A motion to waive the reading of Resolution 2013.02.05 (3) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2013.02.05 (3) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**2013.02.05 (4) –Resolution Ratifying Second-Step Grievance**

A motion to waive the reading of Resolution 2013.02.05 (4) was offered by Vice Chairwoman Duffie, seconded by Dr. Viola, 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
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	
BOB NYMAN	BOARD MEMBER	X			

A motion to approve Resolution 2013.02.05 (4) was offered by Vice Chairwoman Duffie, seconded by Dr. Viola, 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
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	
BOB NYMAN	BOARD MEMBER	X			

**2013.02.05 (5) –Resolution Appointing QPA**

This item was previously addressed.

A motion to designate Mitch Steinhart, Esq., as the Interim Acting Executive Director in the absence of the Acting Executive Director was offered by Dr. Viola, seconded by Mr. Carbone, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to convert the Acting Fiscal Officer appointment of Scott Modery to provisional Fiscal Officer pending promotional procedures (as per 01.02 January Personnel Request) was offered by Dr. Viola, seconded by Mr. Carbone, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to return two provisional appointments in the Service Dept. to their former positions as Keyboarding Clerk 1 (as per 01.01 January Personnel Request) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to move one Keyboarding Clerk 1 part time in the reception area to Keyboarding Clerk 1 full time (as per 02.01 February Personnel Request) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to move one Keyboarding Clerk 1 part time in the Intake Unit to Keyboarding Clerk 1 full time effective March 4, 2013 (as per 02.02 February Personnel Request) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

A motion to approve 2% salary increases for administrative/confidential employees effective February 4, 2013 (as per 02.03 February Personnel Request) was offered by Dr. Viola, 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
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			
BOB NYMAN	BOARD MEMBER	X			

**Discussion regarding results of RFQ for Professionals (General Counsel, Labor Counsel, Insurance Consultant, and Auditor**

A discussion ensued. A motion to re-advertise for Insurance Consultant was offered by Freeholder Zur, seconded by Mr. Carbone, 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
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			
BOB NYMAN	BOARD MEMBER	X			

Mr. Carbone disqualified himself from voting on General and Labor Counsel appointments because he personally represented one of the attorneys from one of the firms in litigation as late as last year.

A discussion ensued. A motion to appoint John Schettino, Esq., as General Counsel was offered by Freeholder Voss, seconded by Mrs. 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
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER			X (Recused himself)	
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
LEAH PUZZO	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER		X		
BOB NYMAN	BOARD MEMBER		X		

A discussion ensued. A motion to appoint Matt Giacobbe, Esq., as Labor Counsel was offered by Mayor Barra, seconded by Dr. Viola, 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
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER			X (Recused himself)	
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
LEAH PUZZO	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			



<b>BOB NYMAN</b>	<b>BOARD MEMBER</b>	<b>X</b>			
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A motion to nominate the Auditor was offered by Freeholder Zur, seconded by Mrs. Duffie. A discussion ensued.

A motion to table the appointment of the Auditor was offered by Mr. Carbone, seconded by Vice Chairwoman Duffie.

A motion to table the motion to nominate the Auditor was offered by Mr. Nyman, seconded by Mayor Barra, and approved as follows:

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

A motion to re-advertise an RFQ for Auditor was offered by Dr. Viola, seconded by Mr. Nyman, and approved as follows:

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

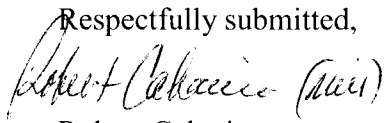
A discussion ensued. A motion to designate Frank Catania, Jr., Esq., to continue to handle the RFQs and that he remain as General Counsel on pending litigation matters was offered by Freeholder Zur, seconded by Mayor Barra, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
<b>WILLIAM CONNELLY</b>	<b>CHAIRPERSON</b>	<b>X</b>			
<b>RANDI DUFFIE</b>	<b>VICE CHAIRPERSON</b>	<b>X</b>			
<b>DEBORAH VIOLA, Ph.D.</b>	<b>SECRETARY/TREASURER</b>	<b>X</b>			
<b>TOM TORONTO</b>	<b>ASST. SEC-TREASURER</b>				<b>X</b>
<b>JOHN M. CARBONE, ESQ.</b>	<b>COUNTY ADJUSTER</b>			<b>X (Recused himself)</b>	
<b>FREEHOLDER JOAN VOSS</b>	<b>BOARD MEMBER</b>	<b>X</b>			

<b>FREEHOLDER TRACY ZUR</b>	<b>BOARD MEMBER</b>	<b>X</b>			
<b>LEAH PUZZO</b>	<b>BOARD MEMBER</b>	<b>X</b>			
<b>MAYOR VINCENT BARRA</b>	<b>BOARD MEMBER</b>	<b>X</b>			
<b>BOB NYMAN</b>	<b>BOARD MEMBER</b>	<b>X</b>			

With no further business to conclude, a motion to adjourn the meeting at approximately 8:20 p.m. was offered by Mr. Nyman, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,



Robert Calocino  
Acting Director