

**Minutes of the Meeting
of the
Bergen County Board of Social Services
June 4, 2013**

PRESENT: William E. Connelly, Jr., Chairperson
Randi Duffie, Vice Chairperson (Arrived Late)
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 (Arrived Late)
Mayor Vincent Barra, Board Member (Arrived Late)
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Alex Morales, Interim Management Consultant
Michele Darmochwal, Administrative Secretary

ABSENT: Leah Puzzo, Board Member
Bob Nyman, Board Member

A regular meeting of the Bergen County Board of Social Services was held on June 4, 2013 at 4:30 p.m. in the Board Room of the Bergen County Board of Social Services, 216 Route 17 North, Building A, Rochelle Park, New Jersey.

PUBLIC SESSION:

John L. Schettino, Esq., called the meeting to order. General Counsel read the notice required by the Open Public Meetings Act as follows:

"Pursuant to the Open Public Meetings Act, adequate notice of the meeting scheduled for June 4, 2013 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2013, including a notice of the scheduled time, scheduled date, and location of this meeting at the Bergen County Administrative Building, One Bergen County Plaza, Hackensack, New Jersey.
2. The mailing of this notice of the time, date, and location of this meeting to "The Record", which was published on March 8, 2013 and to the Herald News, which was published on March 8, 2013.

3. By filing of the notice of the time, date, and location of this meeting with the Bergen County Clerk, said filing having taken place on March 6, 2013.

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

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

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

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

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

PUBLIC SESSION:

Flag Salute

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

A moment of silence was observed for U.S. Senator Frank Lautenberg who passed away on June 3, 2013.

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 Freeholder Voss, seconded by Mr. Toronto, 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

Maria Aberasturi – Teaneck, NJ

Ms. Aberasturi, Adult Protective Services Supervisor, discussed that June is World Elder Abuse Awareness Month. On May 17, 2013 Bergen County held its third Elder Abuse Awareness Conference in which the Board participated. A week after the conference, Ms. Aberasturi attended a statewide APS meeting in Trenton, and the Public Guardian mentioned that Bergen County should be an example to other counties in the way that the Bergen County Board of Social Services, Senior Services, Prosecutor’s Office, and various government agencies work well together on this issue. On June 19, 2013 the agency is having an in-service here for agencies that work with seniors on recognizing and recording abuse of vulnerable adults. In response to Freeholder Zur’s previous request, Ms. Aberasturi submitted APS statistics to the Board which will be photocopied and distributed to the Board.

Ronda Wilson - Hackensack, NJ

Ms. Wilson, President of CWA Local #1089, thanked the Board for approving the Memorandum of Understanding. She wanted to reach out to the Board to find out why it’s taking so long to pay the workers. She solicited for overtime for the Service Department. There are two workers in the unit with no supervisor. The supervisor has been out since March and expected to

return in June. She discussed caseload statistics.

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

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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 May 7, 2013

No discussion. A motion to adopt the Open Session Minutes of May 7, 2013 was offered by Mr. Toronto, 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 Mr. Toronto, 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
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(b) Schedule of Vouchers:

A discussion ensued. A motion to approve the Schedule of Vouchers was offered by Freeholder Voss, seconded by Mr. Toronto, 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, Freeholder Zur arrived at 4:51 p.m.

Acting Director’s Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures was provided to the members for the month of April. A discussion ensued.

(b) Memoranda to the Board

An update memorandum was included in each of the Board Members’ packet for their review.

Chairman’s Report:

The Chairman reported all Board Members should have filed their Financial Disclosure Statements online by now.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Voss reported that she previously recommended more Investigators for the Fraud Department.

(b) Finance Committee

In regard to the budget, the Board of Chosen Freeholders are scheduled to vote on the County budget on Wednesday, June 5, 2013. The committee has solicited various firms in regard to the RFQ and they have received some feedback, which will be passed on to General Counsel. The goal is to create a more robust response pool. The Auditor is currently at the agency and it was

thought that today was his last day. The Auditor indicated that a draft should be ready in mid-June. Once the Audit is complete, a draft will be forwarded to the Board.

(c) Building & Grounds Committee

Freeholder Zur reported the committee has been looking and discussions are ongoing.

OLD BUSINESS:

(a) Discussion and consideration of RFQs for Auditor

This item was previously discussed.

NEW BUSINESS:

(a) Next Board Meeting Date – Tuesday, July 9, 2013 @ 4:30 p.m.

The next meeting is scheduled for Tuesday, July 9, 2013 at 4:30 p.m.

Mr. Toronto introduced an intern, Frankie Scandale, who has been working with him. Mr. Scandale is a student at Trinity College in Hartford Connecticut, a graduate of Glen Rock High School, and a resident of Glen Rock, NJ. Mr. Scandale is particularly adept at data mining and doing research. Last summer, he spent some time with a public policy firm doing research so Mr. Toronto is trying to leverage Mr. Scandale's time in a couple of different areas with Freeholder Voss, Freeholder Zur, and Freeholder Mitchell on an analysis of services. Dr. Viola also serves on the committee not related to the BCBSS but a committee taking a look at services for young adults with developmental disabilities, Post 21, after the educational benefits and services that they might receive expire. It is called the Post 21 Community. Mr. Scandale is currently working on that. In addition, Mr. Toronto, as a member of the Board, asked Mr. Scandale to do an analysis around services to people in the community connected to the distribution of cases for the BCBSS on a longitude basis by zip code, town, etc. They discussed what if they applied the same kind of measures that were once applied to homelessness. Ending homelessness, there was a ten-year plan that resulted in the creation of the 3H Center four years ago. To date, more than 460 people who were judged to be chronically homeless have found permanent housing solutions through the combination of housing vouchers through the Housing Authority, support services that were done through contracts, the participation of the BCBSS, and other players throughout the county. Mr. Scandale did some research and put together a draft chart, which was distributed to the Board. He discussed the Board possibly forming a subcommittee in seeing how services are delivered to folks in this community to see what the opportunities are for alteration change.

Freeholder Voss reported that she would like to see a list of programs and where they are available for adults when they age out of the system. Freeholder Zur created some subcommittees out of the Post 21 Committee and that is on their list. They plan to create a directory.

Mr. Morales reported the state is phasing out their DDD program and they are in the process of seeking local agencies to serve that population. The BCBSS has submitted to be that agency in Bergen County, and we are under consideration.

Mr. Scandale distributed a draft of services received for Parents/Families and Single Individuals. A discussion ensued.

For the record, Mayor Barra arrived at 5:10 p.m.

Dr. Viola suggested that Mr. Scandale indicate the impact on health care, to check if there is a state level EITC in NJ, and to find out what Federally Qualified Health Care Centers are in Bergen County to serve this population. Chairman Connelly asked how the income is based. Mr. Scandale did not have any statistics at this time. Dr. Viola advised that it is the same criteria.

A discussion ensued regarding Federally Qualified Health Care Centers. Mr. Toronto discussed possibly setting up an ad-hoc Board committee perhaps calling it Systems Analyst.

For the record, Vice-Chairwoman Duffie arrived at 5:25 p.m.

A discussion ensued regarding a one-stop approach. Mr. Morales discussed the reps from the Board and the One Stop met with the state and the state is not interested in entertaining any type of pilot program. The Board discussed focusing on a small target area, perhaps a group identified by financial characteristics, zip code, geography, ethnic characteristics, etc. Mr. Toronto advised that Mr. Scandale will be with him until August 2013. Freeholder Zur suggested that a paragraph be put together and offered to present this to the Dean at Rutgers in Newark for graduate students to get committed to work on the project. Mr. Toronto explained the idea is to try to change what appears to be a chronic dynamic.

Action Items:

Resolutions:

A motion to approve Resolution 2013.06.04 (1) was offered by Freeholder Voss, 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

CLOSED SESSION:

A motion to go into Closed Session, as set forth on the agenda, to discuss personnel matters, litigation, negotiation, possible lease proposals and the Closed Session minutes of 5/07/13. The minutes from the Closed Session will be available once it has been determined that confidentiality no longer needs to be kept. The Board will be in Closed Session for approximately one half hour. It may be longer but it will be at least one half hour at which the time the Board will re-open the meeting to the public and may take other official action was offered by Vice-Freeholder Voss, 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

The Board went into Closed Session at approximately 5:30 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 7:10 p.m.

Chairman Connelly requested a Roll Call:

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(Stepped Out)
LEAH PUZZO	BOARD MEMBER				X
MAYOR VINCENT BARRA	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER				X

A motion to adopt the Closed Session Minutes of May 7, 2013 was offered by Mr. Toronto, 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 that the Agency move to convert the current leases to ownership status and enter into maintenance agreements on those machines after ownership is obtained was offered by Mr. Toronto, 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 Personnel Request 06.01 to have a KeyBoarding Clerk 1 replace a Keyboarding Clerk 11 in the mail room on or after June 1, 2013; Personnel Request 06.02 to hire one part-time Social Service Technician for the Service Department on or after July 1, 2013; Personnel Request 06.04 to promote two part-time Human Service Specialist 1s to full time Human Service Specialists 1 on or after June 5, 2013; Personnel Request 06.05 to hire 11 part-time Human Service Specialists 1s on or after July 1, 2013 was offered by Dr. Viola, seconded by Mr. Toronto, 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

With no further business to conclude, a motion to adjourn the meeting at approximately 7:17 p.m. was offered by Freeholder Voss, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "R. W. Calocino". The signature is written in a cursive style with a long, sweeping tail.

Robert W. Calocino
Acting Director