

**Minutes of the Meeting
of the
Bergen County Board of Social Services
July 9, 2013**

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

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

A regular meeting of the Bergen County Board of Social Services was held on July 9, 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 July 9, 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

Mr. Toronto 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 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			X
LEAH PUZZO	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
BOB NYMAN	BOARD MEMBER	X			

Olej Kirioukhine – Cliffside Park, NJ

Mr. Kirioukhine read aloud a written statement concerning requests, ideas, and suggestions. He discussed personnel and recommended coordinating with the military to come to the Bergen County Board of Social Services from time to time to recruit people. Mr. Kirioukhine submitted correspondence into the record.

Freeholder Zur arrived at 4:37 p.m.

The Chairman advised that he could not comment on Mr. Kirioukhine’s remarks because they were personnel issues. He also advised that the Board is comprised of volunteers who work very hard and do not get paid.

Maria Aberasturi – Employee & Member of CWA Local #1031

Ms. Aberasturi commented on the low morale within the agency. She discussed low morale contributes to safety issues, poor work performance, and it makes it a very difficult place to be five days a week. She discussed an example where last week when staff got paid there was a change to their pay stubs. Prior to today, this issue was addressed and staff now understands. Ms. Aberasturi discussed a lot of the agency’s morale issues are a result of things being changed without staff being told. Dr. Viola agreed with Ms. Aberasturi and expressed she felt it was a valid point. Dr. Viola suggested that Ms. Aberasturi share other thoughts or recent examples with Human

Resources. Ms. Aberasturi also discussed that safety, the report from the Bergen County Police, and the request for some better type of safety in the lobby has not been addressed. Chairman Connelly reported that he contacted the Bergen County Police but, to date, has not received a return phone call. Freeholder Zur offered to reach out and speak to Prosecutor Molinelli. Ms. Aberasturi also expressed her concern that the agency has still not obtained metal detectors. She suggested communicating changes to staff to help the morale within the agency. Chairman Connelly inquired about regularly scheduled meetings between staff and Administration. Ms. Aberasturi discussed she is not aware of any regularly scheduled meetings between staff and Administration.

Lenore Titus – Maywood, NJ

Ms. Titus, Switchboard Operator, commented there have not been any staff meetings in at least two years. Staff meetings used to be held once a year in the month of December but there have not been any since the former Director left.

A motion to close the Open Public Comment Period was offered by Freeholder Zur, 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 June 4, 2013

No discussion. A motion to adopt the Open Session Minutes of June 4, 2013 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
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 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			

(b) Schedule of Vouchers:

A discussion ensued. A motion to approve the Schedule of Vouchers 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			

Acting Director’s Report:

(a) Monthly Reports – Statistical & Financial:

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

(b) Memoranda to the Board

Mr. Morales reported on memoranda, which was included in the Board Members’ packet: Customer Service/Safety Training, Pharmaceutical Assistance for the Aged and Disabled, new hires, a World Elder Abuse Awareness Conference, meeting with the new County Treasurer, and DIMS. At the request of in-house Counsel, Mr. Morales recognized the Adult Protective Service (APS) staff for their handling of a case.

Chairman's Report:

The Chairman reported that he is requesting that the Auditor be present at next month's Board Meeting to review and/or discuss the audit report. In regard to whether or not the Board can lease or sublease property, the Chairman has been advised by General Counsel that the Board is permitted to sublease.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Mrs. Puzzo reported that she and Freeholder Voss met with Ms. Yacoub and other members of the committee. They discussed having the County Clerk's Office make copies of deeds and mortgages for the BCBSS Fraud Dept so staff would not have to go back and forth to Hackensack. In addition, she expressed their need for numbered badges. Lastly, she expressed the need for an additional Investigator.

(b) Audit & Budget Committee

Mr. Nyman reported that he had an opportunity to look at the draft audit and it basically says everything is copacetic. He discussed they define something called a substantial discrepancy and a major. We don't have any major but it is silent on the other one. Mr. Nyman will ask questions about this next month when the Auditor is present.

(c) Building & Grounds Committee

Freeholder Zur reported this discussion is more important for Closed Session because it involves negotiations.

A discussion ensued regarding the Safety Committee. Mr. Morales reported there are several committees that meet: Safety, Morale, Phone Team, and the Case Banking Team. As part of the Building & Grounds Committee, Freeholder Zur volunteered to sit on the Safety Committee. The Board discussed a meeting date and time. Mr. Morales will work with Freeholder Zur's schedule to accommodate her so she can be present.

Freeholder Voss arrived at 5:15 p.m.

A discussion ensued regarding metal detectors and security. At the Chairman's request, Mr. Modery will forward a copy of the security contract to General Counsel.

OLD BUSINESS:

(a) Discussion and consideration of RFQs for Auditor

Mr. Toronto and Mr. Nyman having been working on a draft RFQ for Auditor. They will forward all gathered comments to General Counsel, who will in turn prepare the RFQ.

Frankie Scandale who has been working with Mr. Toronto as an intern was present. Mr. Scandale discussed and distributed a chart/handout to the Board regarding parents/families and single individuals benefits without employment versus benefits after employment/re-employment. At the Board's request, Mr. Scandale will stamp this chart/handout as a draft. (See attached) Mr. Scandale completed his presentation at 5:40 p.m.

NEW BUSINESS:

(a) Discussion regarding joining Co-op for Paper Contract

Mr. Morales advised that this is a recommendation from the Board's QPA that we participate in the cooperative for the purchase of copy paper. He discussed the Board joining the Cooperative to utilize the Middlesex Regional Education Services to save \$3.00 per case of copy paper. Our current utilization is \$1,000 cases of copy paper per year. The Board would follow the County's lead. A motion to approve Resolution (b) 2013.07.09 (2) to enter into the Cooperative was offered by Mr. Nyman, 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) Discussion regarding Lifeline

Mr. Morales discussed Safelink Wireless, a program for income eligible households, has requested permission to have their staff on site to offer its free cellular phone service to eligible BCBS customers. General Counsel advised that the Board would have to do an RFP. After a short discussion, the Board decided to *not* participate with Safelink.

(c) Next Board Meeting Date – Tuesday, August 6, 2013 @ 4:30 p.m.

The next meeting is scheduled for Tuesday, August 6, 2013 at 4:30 p.m.

Action Items:

Resolutions:

A motion to approve Resolution (c) 2013.07.09(3); (d) 2013.07.09(4) and (e)2013.07.09 (5) 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	

CLOSED SESSION:

The Board will go into Closed Session to discuss items as set forth on the agenda to discuss personnel matters, litigation, negotiations, as well as, contract proposals and the Closed Session minutes of 6/04/13. The minutes from the Closed Session will be available to the public once the items have been resolved or no longer requires the minutes to be held and not distributed to the public. The Board will be in Closed Session for approximately 40 to 45 minutes. It may be longer but it will be at least 40 to 45 minutes at which the time the Board will re-open the meeting to the public and may take other official action. A motion to go into Closed Session and to approve Resolution 2013.07.09 (1) 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			

The Board went into Closed Session at approximately 5:53 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 7:17 p.m.

A motion to adopt the Closed Session Minutes of June 4, 2013 was offered by Freeholder Zur, 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 for consideration of a reorganization and approve the reorganization 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			

A motion to accept personnel decisions as stated in Items #07.01 through #07.13 inclusive 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			

With no further business to conclude, a motion to adjourn the meeting at approximately 7:18 p.m. was offered by Mayor Barra, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,



Robert W. Calocino
Acting Director