

**Minutes of the Meeting
of the
Bergen County Board of Social Services
September 10, 2013**

PRESENT: William E. Connelly, Jr., Chairperson
Tom Toronto, Assistant Secretary-Treasurer
John M. Carbone, Esq., County Adjuster
Freeholder Joan Voss, Board Member
Mayor Vincent Barra, Board Member
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Alex Morales, Interim Management Consultant
Michele Darmochwal, Administrative Secretary

ABSENT: Randi Duffie, Vice Chairperson
Deborah Viola, Ph.D., Secretary-Treasurer
Freeholder Tracy Zur, Board Member
Leah Puzzo, Board Member
Bob Nyman, Board Member

A regular meeting of the Bergen County Board of Social Services was held on September 10, 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 September 10, 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. 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 Freeholder Voss, 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

Maria Aberasturi – Teaneck, NJ

Ms. Aberasturi discussed a way to train staff via competency based training, which would meet the Board’s goals. She mentioned that last year the Adult Protective Service supervisors were offered training at Rutgers on “Leadership During Times of Change”. Ms. Aberasturi felt the agency as it currently exists is in a state of chronic anxiety.

As a point of personal order, Mr. Carbone advised this is a violation of the Open Public Meetings Act N.J.S.A. 10:4-12 (b) (8) in it that she discussed matters of personnel, performance evaluations, conditions of employment, etc. Secondly, it is a violation of the Bergen County Red Flag and Privacy Policy that discusses employment, terms of employment, and conditions of employment.

Ms. Aberasturi discussed that she was present on her own personal time; not as an employee.

Chairman Connelly asked Ms. Aberasturi not to discuss anything concerning employment. He reminded everyone that at the last meeting he asked everyone to go through the proper chain of command.

General Counsel advised Ms. Aberasturi even though she is on her own personal time, she is discussing an issue relating to her employment or another employee’s employment and that involves the Board legally to provide a Rice Notice to everyone who is impacted by this discussion and then they have the right to say whether they want it discussed in Closed Session or Open Session. There is a chain or process that all staff should follow versus coming before the Board. A discussion followed.

Ms. Aberasturi read a statement regarding American Society has become so chronically anxious that it’s toxic to well-defined leadership.

William Oserin – Englewood, NJ

Mr. Oserin tried to parallel the recent newspaper articles on the situation between the County Police and the Sheriff’s Office as similar to the personnel matter that Ms. Aberasturi wanted to discuss this evening.

Because they were thought to be two separate matters, the Chairman said he had no comment.

Olej Kirioukhine – Cliffside Park, NJ

Mr. Kirioukhine made a suggestion to utilize the website for a live chat system where questions can be asked regarding services. He also suggested examining the cost of purchasing a new building.

A motion to close the Open Public Comment Period 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

Adoption of Minutes:

(a) Open Session Minutes August 6, 2013

No discussion. A motion to adopt the Open Session Minutes of August 6, 2013 was offered by Freeholder Voss, 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

Treasurer's Report:

(a) Bills List:

A discussion ensued. A motion to approve the Bills List 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

(b) Schedule of Vouchers:

A discussion ensued. A motion to approve the Schedule of Vouchers was offered by Mayor Barra, 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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Acting Director’s Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures was provided to the members for the month of July. A discussion followed.

(b) Memoranda to the Board

Mr. Morales reported on his memoranda, which was included in the Board Members’ packet. CASS Training has been completed and the phasing in is scheduled to begin on October 1, 2013. At the Board’s request, Mr. Morales contacted the state and it was agreed to push back the DIMS training. A conference call was held with the state and they agreed to only train those areas that we are going to implement, and we are going to do training on an as needed basis. On Monday, training will begin with Intake. The Global Options Program, which is a Medicaid based program, had an audit and it was a very successful, positive audit. In regard to the metal detector there is one pressing issue prior to installation. Freeholder Zur is helping management work through this issue. The security guards have been trained and the machine may be calibrated soon. To date, there have been four staff meetings. Mr. Morales reported on two large Medicaid recoveries this month. He prepared a training schedule so the Board is aware of what type of training is going on in the agency. Next week, Delta Dental will be hosting a Dental Health Fair to discuss the different plans with employees.

Chairman’s Report:

In regard to the building, the Chairman reported we are still actively searching and looking at all our options. He advised that we must move forward with this initiative because time is of the essence.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Voss discussed if we had more Investigators, we could recoup more money. She will continue to ask for more Investigators because they will justify their salaries and benefits if we can recoup more money.

Mr. Carbone suggested this would be an interesting story for a press release for two reasons: recovery of funds and a deterrent to anyone who attempts to illegally or wrongfully gain those funds that they will be caught.

(b) Audit & Budget Committee

A discussion ensued regarding the RFQ for Auditor. A motion to approve the RFQ for Auditor, as submitted by General Counsel, and that the period of response be 30 days and that it be released for publication at the earliest convenience of Administration 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

(c) Building & Grounds Committee

Mayor Barra reported that the committee has some additional locations that they are going to look at. The committee is going to accelerate the process and report back to the Board. The committee has to look at location and public transportation. The committee thought they had the right location but it did not work out.

OLD BUSINESS:

(a) Discussion and consideration of RFQs for Auditor

This item was previously discussed.

NEW BUSINESS:

(a) Next Board Meeting Date – Tuesday, October 1, 2013 @ 4:30 p.m.

The next meeting is scheduled for Tuesday, October 1, 2013 at 4:30 p.m.

Action Items:

Resolutions:

A discussion ensued. A motion to approve Resolution 2013.09.10 (2) Approving the Purchase of Fax Servers 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 discussion ensued. A motion to approve Resolution 2013.09.10 (3) Authorizing 2012 Budget Transfer Request 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

CLOSED SESSION:

The Board will go into Closed Session to discuss items as set forth on the agenda to discuss personnel matters, Closed Session minutes of 8/06/13, litigation, and office lease negotiations and location. The Board will be in Closed Session for approximately 30 minutes. It may be less than that at which the time the Board will re-open the meeting to the public and action may be taken on items listed on the agenda. 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. A motion to approve Resolution 2013.09.10 (1) and to go into Closed Session 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

The Board went into Closed Session at approximately 5:37 p.m.

OPEN SESSION:

A motion to open the meeting to Open Session 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

The Board reconvened in Open Session at approximately 6:20 p.m.

A motion to approve amending an original request made at its Board Meeting on 7/09/13 and instead of hiring one part-time Keyboarding Clerk 1 that we instead hire one part-time Clerk 1 and that we hire one full-time provisional Accountant to replace the Assistant Fiscal Officer on or after October 1, 2013 was offered by Mr. Toronto, 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

A discussion ensued. A motion to approve the Health Benefits Waiver Incentive Policy 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

A motion to adopt the Closed Session Minutes of August 6, 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 Certificate of Appreciation to recognize some of the outstanding work of some employees was circulated to all the Board Members for their review.

Mr. Carbone instructed the Executive Director and himself to sit down to do a memorandum to the staff that if they have something to discuss regarding documents, training documents, etc. it should come up through the chain of command.

With no further business to conclude, a motion to adjourn the meeting at approximately 6:26 p.m. was offered by Mr. Toronto, seconded by Mayor Barra, and unanimously approved.

Respectfully submitted,



Robert W. Calocino
Acting Director