

**Minutes of the Meeting
of the
Bergen County Board of Social Services
February 4, 2014**

PRESENT: William E. Connelly, Jr., Chairperson (Arrived Late)
Randi Duffie, Vice Chairperson
Deborah Viola, Ph.D., 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
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
Tom Toronto, Assistant Secretary-Treasurer

A regular meeting of the Bergen County Board of Social Services was held on February 4, 2014 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 February 4, 2014 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2014, 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, 2014 and to the Herald News, which was published on January 13, 2014.
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 10, 2014.

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:

In Chairman Connelly's absence, Vice-Chairwoman Duffie chaired the meeting.

Flag Salute

Vice Chairwoman Duffie led those present in a salute to the flag.

Roll Call

A Roll Call was taken for Open Session:

MEMBERS	TITLE	PRESENT	ABSENT
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	
WILLIAM CONNELLY	CHAIRPERSON		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 Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

Maria Aberasturi – Teaneck, NJ

Ms. Aberasturi discussed Ernie Villa, Director of the Mental Health Project, retired. His service to the BCBSS clients was invaluable. Ms. Aberasturi requested the Board recognize Mr. Villa and the assistance he has provided to BCBSS clients. She is hopeful the Board would consider submitting a resolution at his retirement dinner. A discussion followed.

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

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

Adoption of Minutes:

(a) Open Session Minutes January 7, 2014

No discussion. A motion to adopt the Open Session Minutes of January 7, 2014 was offered by Dr. Viola, seconded by Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

(b) Open Session Minutes January 23, 2014

No discussion. A motion to adopt the Open Session Minutes of January 23, 2014 was offered by Mrs. Puzzo, seconded by Mayor Barra, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

Treasurer's Report:

(a) Bills List:

A discussion ensued. A motion to approve the Bills List was offered by Dr. Viola, seconded by Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			

WILLIAM CONNELLY	CHAIRPERSON				X
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(b) Schedule of Vouchers:

A discussion ensued. A motion to approve the Schedule of Vouchers was offered by Dr. Viola, seconded by Mrs. Puzzo, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

For the record, Freeholder Zur was present via-teleconference at approximately 4:50 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 December. A discussion followed.

(b) Memoranda to the Board

Mr. Morales reported the transfer of the Hackensack General Assistance caseload to the BCBSS has gone smoothly. The implementation of Case Banking has taken place and the committee is scheduled to meet next week to see how it is going and if anything needs to be tweaked. On January 14, 2014, staff attended training at the BCBSS on Food Stamp verification requirements. A copy of that training was provided to the Board Members for their review. The State of New Jersey is offering the N.J. Step Management/Supervisors Developmental training program to BCBSS Supervisors.

For the record, Freeholder Voss arrived at approximately 4:50 p.m.

Chairman's Report:

Vice-Chairwoman Duffie reported the Board has been very busy meeting twice per month in dealing with the proposed move.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Mrs. Puzzo reported from January 1, 2014 to January 31, 2014 the agency received Medicaid recoveries in the amount of \$48,096. This includes one case where the family repaid

\$40,000 and is obligated to repay one thousand dollars per month for the next 20 months. In January, the agency referred two cases to the Prosecutor's Office. In these cases combined the agency is seeking \$116,000 in restitution.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

No report.

OLD BUSINESS:

(a) RFQ's for Professionals for CY2014

The opening of the RFQ's for Professionals is scheduled for 2/06/14 at 2:00 p.m.

NEW BUSINESS:

(a) Next Board Meeting Date – Thursday, February 20, 2014 @ 4:30 p.m.

The next meeting is scheduled for **Thursday, February 20, 2014** at 4:30 p.m.

Action Items:

Resolutions:

A motion recognizing Ernie Villa, Director of the Mental Health Law Project, for his service to the mental health community and the customers we have in common was offered by Dr. Viola, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

A motion to discuss and approve Resolution 2014.02.04 (2) – Authorizing Grant from the State of New Jersey Dept. of Community Affairs in connection with the LIHEAP CWA Administration 2014 Program was offered by Dr. Viola, seconded by Mayor Barra, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

A motion to discuss and approve Resolution 2014.02.04 (3) – Authorizing 2013 Budget Transfer Request was offered by Dr. Viola, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				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 1/07/14 and 1/23/14, litigation, and office lease negotiations and location. The Board will be in Closed Session for approximately 30 minutes. Official action may be taken by the Board once they exit Closed Session and reopen the meeting. The doors will reopen when they resume in Open Session and may take further action. 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 discuss and approve Resolution 2014.02.04 (1) 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 and to go into Closed Session was offered by Dr. Viola, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

The Board went into Closed Session at approximately 5:00 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:40 p.m.

A motion to pull the Catania & Kaufman law firms' checks from the Bills List was offered by Dr. Viola, seconded by Freeholder Zur, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

A motion to vote on the amended Bills List was offered by Dr. Viola, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

A motion to approve Personnel Request 02.01 through 02.03 as discussed in Closed Session was offered by Dr. Viola, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON				X

For the record, Chairman Connelly arrived at approximately 5:42 p.m.

Mayor Barra thanked everybody that participated in this long, thorough process. He believes the Board arrived at the best possible result to the agency, its clients, and to the taxpayers. The Board will be saving a considerable amount of money for the next 15 years with this lease compared to what we are paying now. Mayor Barra thanked John Schettino, Esq., Bob Calocino, Alex Morales, Freeholder Zur, Tom Toronto and himself, as well as, Mike Walters and Scott Perkins from NAI Hanson, and DMR Architects who assisted them for all their hard work. This was a team effort and it resulted in an excellent lease. A motion to approve Resolution 2014.02.04 (4) approving the final lease agreement was offered by Mayor Barra, seconded by Freeholder Zur, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON			X (Recusal)	

A motion to adopt the Closed Session Minutes of January 7, 2014 was offered by Dr. Viola, seconded by Freeholder Zur, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON	X			

A motion to adopt the Closed Session Minutes of January 23, 2014 was offered by Mrs. Puzzo, seconded by Freeholder Voss, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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			
WILLIAM CONNELLY	CHAIRPERSON	X			

With no further business to conclude, a motion to adjourn the meeting at approximately 5:45 p.m. was offered by Freeholder Voss, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,



Robert W. Calocino
Acting Director