

**Minutes of the Meeting
of the
Bergen County Board of Social Services
July 1, 2014**

PRESENT: **Randi Duffie, Vice Chairperson**
Tom Toronto, Assistant Secretary-Treasurer
John M. Carbone, Esq., County Adjuster
Freeholder Joan Voss, Board Member
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: **William E. Connelly, Jr., Chairperson**
Deborah Viola, Ph.D., Secretary-Treasurer

A regular meeting of the Bergen County Board of Social Services was held on July 1, 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 July 1, 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 the absence of Chairman Connelly, 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
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	

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 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			

Diane Baillif – Adm. Supervisor, Service Dept.

Ms. Baillif discussed the agency has wonderful employees but the Home Care Unit just went through a change because Global Options from the Home Care Programs just went over to a Managed Care Organization. She commended the staff because it was over 500 cases that they worked on up until the last minute to make sure every last minute change was in there. For over two years, the employees tried to prepare their clients for what was coming. Staff worked before 7:30 a.m. and stayed late, with no compensation, just to make certain the transition would be smooth for their clients. She commended the staff for all the work they did when they knew they were losing all of this. Staff made sure everything was up-to-date so that it would be an easy transition.

Ronda Wilson – President of CWA Local #1089, Resident of Hackensack, NJ and a Social Worker of approx. 29 years with the BCBSS

Ms. Wilson thanked the Board for their efforts for not doing a layoff. She discussed the importance of tenure. She asked the Board to follow Civil Service Rules & Regulations. She discussed what the Board did was a valid effort but the Board did not follow CSC regulations, as far as, when you have budgetary constraints. As of July 1st the agency is losing a half million dollar

program. Right now, there is this phantom program called DDD (Division of Developmental Disabilities) and there is a population that the BCBSS could possibly get. The agency is one of 18 vendors fighting for 2,500 cases. Even if the agency got 1%, which would be approximately 250 cases, yes, the Global Options Department and program will stay in effect. Right now, the agency doesn't have it. From January through June, the agency has 18 DDD cases. We know DDD did the right thing and followed CSC regulations and protocol with their department when they knew they were having budgetary constraints, which the BCBSS has not done with this agency. Ms. Wilson discussed the layoff process. She has been through three or four layoff plans with this agency. She offered to provide a copy of a former layoff plan to all the members. She asked for a layoff and explained that it doesn't mean that employees will actually lose their job if they receive a pink slip. She begged the Board because she felt some miss-information has been provided to the entire Board. She asked the Board to follow Civil Service rules & regulations. She expressed she feels just as passionate about Civil Service as Freeholder Voss feels about tenure. Ms. Wilson submitted an unsigned letter written by one of the workers that this affected into the record. She discussed the budget process and how a former Director, Bruce Nigro, of Essex County was advising her. She requested that management provide her with the number of employees a layoff would affect. She discussed that a layoff may affect a few employees now; however, because the agency did not address this situation correctly a layoff will affect many more employees later. She discussed caseloads and staffing levels. Ms. Wilson advised she is going to be requesting, under the Open Public Records Request, copies of Alex Morales' contracts, as well as, the attorneys.

For the record, Freeholder Zur arrived at approximately 4:45 p.m.

Annamaria Borrecca- Supervisor of the DDD Support Program

Ms. Borrecca commented this is not a phantom program. This is a well needed necessary program that BCBSS staff are trying very hard to get to case manage or support these individuals. Right now, the difficulty is DDD and all the new support coordination agencies are going through a very difficult transition. There is a lot of miss-communication between the division and the support coordinators. The agency needs to go out there and market themselves. People are not aware that this is our new program. Once they do find out that BCBSS is taking this on they are very pleased because they know what kind of work the BCBSS case managers do. The agency has the tools to provide all the services to these individuals. She has personally worked with several individuals who have applied for Medicaid and they haven't gotten anywhere because of the caseload being so tremendous. With DDD, you cannot receive services unless you are on Medicaid, which is an issue once they come in if the family doesn't express why they are there it gets lost. There needs to be a process where these applications can be somehow put in a pile where they can be approved immediately. They need to be prioritized. This is a very intense program. BCBSS has the tools and knowledge to do this and they are willing to assist. The families are advocates and they advocate as much as possible for their child because they know what their child is entitled to. This is an entitlement program; not an eligibility program. These individuals know what they should be receiving. The BCBSS is trying their hardest. She is hopeful they can get the unit back together. A

lot of the problem is people do not know the BCBSS is doing this. She expressed this is a very important, intense program.

In response to Mayor Barra’s question concerning when she expects this program to be online from DDD with the funding, Ms. Borreca advised it was supposed to be in July, but she recently heard October. A discussion followed.

Diane Baillif

Ms. Baillif explained in regard to DDD, the BCBSS staff are out all the time trying to get the agency’s name out there in meetings with the public.

Ronda Wilson

Ms. Wilson thanked Mayor Barra and Mr. Toronto because they understand what the DDD program is about. The drop dead date of October possibly won’t happen. DDD staff is currently going through their own layoff plan. She discussed that she hopes the BCBSS will continue to allow the staff to attend courses and/or training.

A motion to close the Open Public Comment Period 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			

Adoption of Minutes:

(a) Open Session Minutes June 3, 2014

No discussion. A motion to adopt the Open Session Minutes of June 3, 2014 was offered by Freeholder Zur, 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			
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Treasurer’s Report:

(a) Bills List:

A discussion ensued. A motion to approve the Bills List, other than Eric M. Bernstein & Associates, LLC 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			

(b) Schedule of Vouchers:

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

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. The United States Department of Agriculture visited the BCBSS to review Food Stamp procedures. Currently, the increase in Medicaid is being handled, however, next year; the agency will need to request additional staff. The County, via the Freeholder budget hearing, has already been put on notice to this effect.

(b) Memoranda to the Board

Mr. Morales reported the Service Department was asked to take on some additional tasks. The Bergen County Housing Authority was underutilized in the Section 8 program and needed to

quickly increase the number of vouchers for the families that they are serving. They have a homeless preference so a lot of our families who timed out of TRA our staff have taken on the additional work of completing the applications and getting the requirements so they can get them out quickly. This week, we had the first 11 families go into the program. We hope to be over 50 at the end. We are hopeful to find permanent solutions for disabled and needy families for housing. The USDA recently visited the BCBSS to review procedures. The reassignment of the Global Options staff occurred on 6/29/14. In regard to Medicaid, the BCBSS received 11,283 new Medicaid cases from the Federal Marketplace. Mr. Morales provided a breakdown of new Medicaid households, by municipality, throughout Bergen County. Mr. Morales reported on the Agency's Case Status Update. He explained 30 days is how quickly the agency is supposed to process cases. As of last week, the agency only had 34 cases that were over 30 days. Previously, there were hundreds of cases. The staff has done a great job with getting that part under control. Today, Administration hosted an ice cream social for the staff to recognize their accomplishments. Mr. Morales also recognized the accomplishments of the staff that work at the front desk. He distributed positive surveys received from the public at the front desk. A BCBSS Moving Task List was included in each of the Board Members' packets.

Chairman's Report:

No report.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Voss reported from 6/01 to 6/30/14, the agency received Medicaid recoveries in the amount of \$2,180. In June, the agency referred 44 cases to the Prosecutor's Office. In these cases combined, the agency is seeking \$186,701 in restitution.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

Mayor Barra reported a few items need to be discussed in Closed Session. The construction is moving along on schedule and on budget.

OLD BUSINESS:

None

NEW BUSINESS:

(a) Next Board Meeting Date – Tuesday, July 22, 2014 @ 4:30 p.m.

The next Board Meeting is scheduled for **Tuesday, July 22, 2014** at 4:30 p.m.

Action Items:

Resolutions:

- (a) 2014.07.01 (1) – Resolution Approving Amended Affiliation Agreement with Holy Name Hospital
- (b) 2014.07.01 (2) – Resolution Awarding Security Guard Services Firm
- (c) 2014.07.01 (3) – Resolution Approving Disposal and/or Sale of Surplus Property
- (d) 2014.07.01 (4) – 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

A motion to discuss and approve Resolution (a) Approving Amended Affiliation Agreement with Holy Name Hospital was offered by Mr. Toronto, 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			

Resolution (b) Awarding Security Guard Services Firm was not voted upon.

A motion to discuss and approve Resolutions (c) Approving Disposal and/or Sale of Surplus Property was offered by Mr. Toronto, 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			

CLOSED SESSION:

The Board will go into Closed Session to discuss items as set forth on the agenda to discuss personnel, lease and construction, legal bills, contracts for Security Guard Services,

litigation, Closed Session minutes of 6/03/14, as well as, professional contracts, appointments, office lease negotiations, and location. The Board will be in Closed Session for approximately 45 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 (d) 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 and to go into Closed Session 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			

The Board went into Closed Session at approximately 5:25 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 6:30 p.m.

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	

A motion to adopt the Closed Session Minutes of June 3, 2014 was offered by Freeholder Voss, seconded by Mayor Barra, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
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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			

A motion to authorize a regular Board Meeting on July 22, 2014 at 4:30 P.M., at the Board's offices 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			

A motion to authorize the Building & Grounds Committee to have the authority to give the last best offer was offered by Mr. Carbone, 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			

With no further business to conclude, a motion to adjourn the meeting at approximately 6:35 p.m. was offered by Mr. Carbone, seconded by Freeholder Zur, and unanimously approved.

Respectfully submitted,



Robert W. Calocino
Acting Director