

**Minutes of the Meeting
of the
Bergen County Board of Social Services
December 2, 2014**

PRESENT: William E. Connelly, Jr., Chairperson
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)
Mayor Vincent Barra, Board Member
John L. Schettino, Esq., General Counsel
Mitchell I Steinhart, Interim Acting Director
Alex Morales, Interim Management Consultant
Michele Darmochwal, Administrative Secretary

ABSENT: Deborah Viola, Ph.D., Secretary-Treasurer
Leah Puzzo, Board Member

A regular meeting of the Bergen County Board of Social Services was held on December 2, 2014 at 4:30 p.m. in the 5th Floor Break Room of the Bergen County Board of Social Services, 218 Route 17 North, 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 December 2, 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 October 3, 2014 and to the Herald News, which was published on October 3, 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 October 1, 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:

Flag Salute

Mayor Barra 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 Vice Chairwoman Duffie, 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			

Victoria Osborne – Ridgefield Park, NJ

Ms. Osborne discussed problems with the parking deck. At the Chairman’s request, Mr. Morales will meet with Ms. Osborne tomorrow to discuss her concerns.

Adina Yacoub & Diane Baillif – BCBSS Administrators

Ms. Yacoub and Ms. Baillif discussed that they were invited by the Office of Jim Thebery to come and speak to 25 to 30 people, a Korean delegation, consisting of Social Workers who want to imitate the agency’s Social Service programs in their country. They spent about four (4) hours together where they discussed two programs, TANF and GA, and a gentleman by the name of Frank Lee translated for them.

Bill Oserin – Englewood, NJ

Mr. Oserin discussed a course that he took in October at Bergen County Plaza regarding Mental Health First Aid. Mr. Oserin was trained for 40 hours, and he now is a certified trainer. In exchange for this free training, he is obligated to teach class at least three times. Mr. Oserin volunteered for this program because he thought it would be good for the Bergen County Board of Social Services. The manual that students receive is \$15.00 a head, which was provided to the Board for their review. The trainer’s manual was also provided for the Board’s review. There was some

discussion regarding the possibility of this manual being available in a pdf format.

Mr. Morales reported that the County Executive Elect Transition team asked the BCBSS for a list of priorities. This was one item that the agency listed, for the next 12 months, to train all our public contact folks in a stigma-free type of protocol. Mr. Morales expressed he thinks it will be very helpful to staff.

Maria Aberasturi – Teaneck, NJ

Ms. Aberasturi discussed she is really glad that Mr. Oserin brought these books to the Board’s attention. She referenced the County’s website where they have developed a toolkit. Although this is designed for municipalities to become stigma free, she sees no reason why agencies can’t become stigma free. Training the staff in mental health first aid would be a wonderful first step. This is designed for lay people. After New Jersey enacted a Comprehensive Medicaid Waiver the state is moving towards a deeper service system so our mental health programs will no longer be under contract so the agency’s customers will need to be on Medicaid. She believes we are going to see more of our mental health consumers coming through the doors, attempting to get on Medicaid programs. Being able to recognize the signs and symptoms and know when there is a crisis and when you need to call a professional in would be very helpful. A discussion followed.

For the record, Freeholder Zur arrived at approximately 4:55 p.m.

A motion to close the Open Public Comment Period was offered by Mr. Carbone, 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			

CLOSED SESSION:

The Board will go into Closed Session to discuss the lease, personnel matters, litigation, and Closed Session minutes. These minutes will be released in approximately 60 days or until such time when the matters are resolved and all litigation and time periods for an appeal has expired. The Board will be in Closed Session for approximately 45 minutes. The meeting will then resume and reopen to the public and the Board make take further action on at least those matters, if not other matters, as well.

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 Mr. Carbone, 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 4:56 p.m.

OPEN SESSION:

The Board reconvened in Open Session at approximately 6:05 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	

Adoption of Minutes:

(a) Open Session Minutes of November 17, 2014

A motion to adopt the Open Session Minutes of November 17, 2014 was offered by Vice-Chairwoman Duffie, 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			

Treasurer's Report:

(a) Bills List:

A discussion ensued. A motion to approve the Bills List was offered by Freeholder Zur, 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			

(b) Schedule of Vouchers:

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

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures was provided to the members for the month of October.

(b) Memoranda to the Board

Mr. Morales reported that a meeting is scheduled with the County Executive Elect Transition team on 12/04/14 at the BCBSS. Mr. Morales provided a list of items that they have requested. The staff previously spoke about the delegation from Korea. In regard to that meeting, it was suggested that if photos were taken to place them on the agency's website or the County's

website. Mr. Morales reminded the Board that on December 9, 2014 at 9:30 a.m. is recognition for the employees. For anyone who wishes to participate in the Adopt-A-Family may still do so. In response to Freeholder Zur's request, Mr. Morales will get back to her with the total number of families and how many families still need adoption. The agency met with a Pastor from the Korean community, working out of Leonia, who filled out Food Stamp applications. The agency is working with him to setup outreach closer to him.

Chairman's Report:

Chairman Connelly wished everyone a happy and healthy holiday season.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Freeholder Voss reported from 11/01/14 through 11/30/14 the agency received Medicaid recoveries in the amount of \$19,617.10.

(b) Audit & Budget Committee

Mr. Toronto deferred action at this time.

(c) Building & Grounds Committee

Mayor Barra advised nothing further to report.

A discussion ensued regarding "for rent" signs along Route 17. Vice Chairwoman Duffie will contact the powers to be to remove the signs and to make the Bergen County Board of Social Service' presence known. A discussion followed regarding signage.

OLD BUSINESS:

None

NEW BUSINESS:

(a) Next Board Meeting Date – Thursday, January 8, 2015 @ 4:30 p.m.

The next Board Meeting is scheduled for **Thursday, January 8, 2015** at 4:30 p.m. at the "218" building.

A motion to approve the 1/08/15 and 1/15/15 meeting dates, as well as, the Annual Notice reflecting meetings on the 1st Tuesday of every month at 4:30 p.m. was offered by Freeholder Voss, 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			

Action Items:

Resolutions:

- (a) 2014.12.02 (1) – Resolution Authorizing Contract with Office Depot for Office Supplies
- (b) 2014.12.02 (2) – Resolution Authorizing Two Year Appointment for In-house Counsel
- (c) 2014.12.02 (3) – Resolution Authorizing Request for Qualifications for Professional Services
- (d) 2014.12.02 (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) Authorizing a Contract with Office Depot for Office Supplies 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			

A motion to discuss to approve the hold over status of In-house Counsel through the February 2015 Board Meeting date 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			

A motion to discuss and approve Resolution (c) to authorize the notice and issuance of RFQS to be returned a week or two prior to the February 2015 Board Meeting date so action may be taken at the February 2015 Board Meeting date was offered by Vice-Chairwoman Duffie, 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			

A motion to approve a resolution authorizing the extension of the Interim Management Consultant contract through the February Board Meeting date was offered by Mayor Barra, 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			

A motion to approve the First Amendment to the Lease and direction to Special Counsel to prepare a letter to convey it to the landlord for his review, execution, and return and to be executed by the Vice-Chairwoman was offered by Mayor Barra, seconded by Mr. Toronto, and approved as follows:

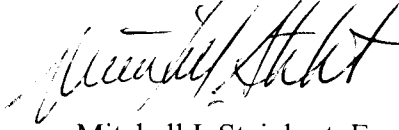
MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM CONNELLY	CHAIRPERSON			X (Recused Himself)	
RANDI DUFFIE	VICE CHAIRPERSON	X			
DEBORAH VIOLA, Ph.D.	SECRETARY/TREASURER				X
TOM TORONTO	ASST. SEC-TREASURER	X			
JOHN M. CARBONE, ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER	X			
LEAH PUZZO	BOARD MEMBER				X
MAYOR VINCENT BARRA	BOARD MEMBER	X			

Vice-Chairwoman Duffie announced in case she is not reappointed it has been a pleasure these last several years because this is an amazing Board.

With no further business to conclude, a motion to adjourn the meeting at approximately 6:25 p.m. 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			

Respectfully submitted,



Mitchell I. Steinhart, Esq.
Interim Acting Director