

**Minutes of the Meeting
of the
Bergen County Board of Social Services
March 1, 2016**

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
John E. Ten Hoeve, Jr., Esq., County Adjuster
Mayor Vincent Barra, Board Member
Ritzy Morales-Diaz, Board Member
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Alex Morales, Interim Management Consultant
Michele Darmochwal, Administrative Secretary

ABSENT: Freeholder Tracy Zur, Board Member
Joseph A. Barreto, Board Member

A regular meeting of the Bergen County Board of Social Services was held on March 1, 2016 at 4:30 p.m. in the 4th Floor Board 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 March 1, 2016 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2016, 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 December 6, 2015 and to the Herald News, which was published on December 6, 2015.
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 December 3, 2015.

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:

Chairman Connelly chaired the meeting.

Flag Salute

Chairman Connelly 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	
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X	
FREEHOLDER TRACY ZUR	BOARD MEMBER		X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X	
MAYOR VINCENT BARRA	BOARD MEMBER	X	
JOSEPH A. BARRETO	BOARD MEMBER		X
RITZY MORALES-DIAZ	BOARD MEMBER	X	

Open Public Comment Period

Chairman Connelly requested a motion to open the meeting for public comment. 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 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

As there were no members of the public wishing to address the Board, Chairman Connelly requested a motion to close the Open Public Comment Period of the Open Session. A motion to close the Open Public Comment Period was offered by Vice Chairwoman Duffie, seconded by Mrs. Morales Diaz 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

A motion to discuss and approve Resolution (j) 2016.3.01 (10) 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 Vice Chairwoman Duffie, 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

The Board went into Closed Session at approximately 4:35 p.m.

CLOSED SESSION:

General Counsel stated the Board will go into Closed Session to discuss matters involving a second-step grievance, the lease premises, Closed Session minutes, personnel, litigation, and negotiations. The minutes from the Closed Session will be available to the public once the items have been resolved or no longer require the minutes to be held and not distributed to the public. The Board will be in Closed Session for approximately 20 minutes. The meeting will then resume and reopen the meeting to the public and the Board make take further action with respect to matters dealing with the Bergen County Board of Social Services.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:25p.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	
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X	
FREEHOLDER TRACY ZUR	BOARD MEMBER		X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X	
MAYOR VINCENT BARRA	BOARD MEMBER	X	
JOSEPH A. BARRETO	BOARD MEMBER		X
RITZY MORALES-DIAZ	BOARD MEMBER	X	

Adoption of Minutes:

(a) Open Session Minutes of February 2, 2016

Chairman Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session Minutes of February 2, 2016 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	
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER			X	
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Closed Session Minutes of February 2, 2016

Chairman Connelly requested a motion to adopt the Closed Session Minutes. A motion to adopt the Closed Session Minutes of February 2, 2016 was offered by Mrs. Morales Diaz, 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	
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER			X	
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Treasurer's Report:

(a) Bills List:

Chairman Connelly requested a motion to approve the Bills List. A motion to approve the Bills List was offered by Mr. Toronto, 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X

FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

(b) Schedule of Vouchers:

Chairman Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures were provided to the members for the month of January.

(b) Memoranda to the Board

Mr. Morales reported that Mental Health First Aid Training was held on February 23 and 24. Additional classes have been scheduled for March 7, 8, 29, and 30. Mr. Morales provided a presentation to the Mayors’ Association on February 9, 2016. March is National Social Work month and the agency recognized them and the important work that they do. In regard to the PEER grant, the agency received notification from the County that the grant has not been cut this year for the Certified Home Health Aide Program. The agency pays for Home Health Aides to help individuals stay out of institutions for individuals who do not qualify for Medicaid. The grant was supposed to be cut one third last year, this year, and then eliminated. The agency was cut one third last year, but not cut this year. Administration is going to meet with the County next month because the agency has been trying to get some folks that may be eligible for Medicaid to apply. The agency wants to be a little more aggressive and set deadlines for folks who choose not to apply for Medicaid. They must apply for Medicaid so then these funds can go to other folks who are not eligible for Medicaid. Administration will meet with the County and report back to the Board with an update on setting a stricter deadline. The increase in the work activity allowance from \$72.00 to \$76.00 as approved by the Board has been implemented. In regard to timeliness for regular Food Stamps, the federal requirement is to remain above the 95% number. In regard to Family Care cases, the last batch of

late redeterminations was mailed out. Hopefully, by the end of this month or next month the agency should be completely timely with Family Care. Mr. Morales distributed a timeline regarding what percent of cases are done on what day for Food Stamps.

Chairman’s Report:

No report

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Vice Chairwoman Duffie reported from February 1 through February 29, 2016, the agency received Medicaid recoveries in the amount of \$1,939.83. No new cases were referred to the Prosecutor’s Office during the month of February.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

Mayor Barra reported there was nothing to report other than Alex Morales did a great job in getting the Third Amendment to the Lease done.

OLD BUSINESS:

NEW BUSINESS:

(a) Next Board Meeting Date – Tuesday, April 5, 2016 @ 4:30 p.m.

Chairman Connelly announced the next Board Meeting is scheduled for **Tuesday, April 5, 2016, 2016** at 4:30 p.m. at the “218” building.

Action Items:

Resolutions:

- (a) 2016.3.01 (1) - Resolution Authorizing the Hiring of One Part Time Human Service Aide
- (b) 2016.3.01 (2) - Resolution Authorizing the Hiring of One Part Time Human Service Aide
- (c) 2016.3.01 (3) - Resolution Authorizing the Hiring of One Clerk 1
- (d) 2016.3.01 (4) - Resolution Authorizing the Hiring of One Clerk 1
- (e) 2016.3.01 (5) - Amended Resolution Authorizing the Hiring of One Principal Payroll Clerk
- (f) 2016.3.01 (6) - Resolution Approving Professional Services Agreement with Labor Counsel
- (g) 2016.3.01 (7) - Resolution Approving Amended Memorandum of Understanding between the Bergen County Board of Social Services and Bergen County regarding Enhanced Training and Services to End Abuse in Later Life Program
- (h) 2016.3.01 (8) - Resolution Authorizing Service Agreement with Lightpath
- (i) 2016.3.01 (9) - Resolution Approving Third Amendment to Lease Agreement

(j) 2016.3.01 (10) -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 approve Resolutions (a) through (i) was offered by Dr. Viola, 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Chairman Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:40 p.m. was offered by Freeholder Voss, seconded by Mrs. Moralez Diaz, 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALEZ-DIAZ	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino
Acting Director

Dolores Phillips; President of CWA Local 1089, who was sitting in the audience, announced three individuals were waiting in the audience to speak during the Open Public Comment Period. The individuals expressed that they never attended a Board Meeting before and did not know they already had an opportunity to speak. The Board agreed to allow and provide these three employees the opportunity to make their comments to the Board.

Open Public Comment Period

Chairman Connelly requested a motion to re-open the meeting for public comment. A motion to re-open the Open Public Comment Period, for a three-minute limit with the option of speaking again, for the three individuals that wanted to speak 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

Dawn DeCarlo – Bergen County Board of Social Services

Ms. DeCarlo, an employee in the Finance Department, talked about last month’s resolution regarding the hiring of a Principal Payroll Clerk. She discussed the resolution referenced that the position was duly posted and interviews were conducted. Ms. DeCarlo and her co-workers never saw a posting and no interviews were ever conducted. For the past few years, she has been backup and learning the payroll system. Neither she nor anyone else was given an opportunity to apply for this position because it was never posted and nobody was interviewed. Ms. DeCarlo wanted to know why.

Susan Cola – Bergen County Board of Social Services

Ms. Cola, an employee in the Finance Department, discussed that she and her co-workers requested a copy of Resolution 2016.2.02 (8). Upon receipt, they were told that there were errors in the whereas. She discussed of course there were errors in the whereas because none of that stuff took place. There was no posting or interviews. Now, the whereas in this month’s resolution changed stating it was a lateral move and the employee was appointed. Ms. Cola stated she is not in that range but expressed others who are should have had a chance to be interviewed and taken into consideration. She talked about the agency putting a person in this position that has absolutely no knowledge.

General Counsel advised Ms. Cola that the Board cannot comment on any personnel. He explained that Ms. Cola is permitted to voice her criticism but the Board cannot respond. He discussed even though Ms. Cola is not saying the employee's name it is obvious to most who she is talking about. The Board cannot respond to any of their questions because Rice Notices were not provided to the employee in the position to allow the discussion, which could impact them, to be here if they so choose.

Ms. Cola talked about the first resolution was a lie because the position was never posted; employees were never interviewed or even considered. She requested that the Board investigate the process that was utilized with respect to the position that was filled.

General Counsel advised that the Board will look into Ms. Cola's concerns that she raised that the process was not followed and someone will get back to her.

Bernadette Scheidewig – Bergen County Board of Social Services

Ms. Scheidewig, an employee in the Finance Department, commented that as far as job postings go and being given an opportunity, she knows for a fact that this was not the only incident where procedures are not happening. She discussed people like herself would like to advance. She thinks the entire system needs to be investigated.

Chairman Connelly requested a motion to close the Open Public Comment Period of the Open Session. A motion to close the Open Public Comment Period was offered by Mr. Ten Hoeve, seconded by Mrs. Morales Diaz, 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			
COUNTY ADJUSTER TEN HOEVE	COUNTY ADJUSTER	X			
FREEHOLDER TRACY ZUR	BOARD MEMBER				X
FREEHOLDER JOAN VOSS	BOARD MEMBER	X			
MAYOR VINCENT BARRA	BOARD MEMBER	X			
JOSEPH A. BARRETO	BOARD MEMBER				X
RITZY MORALES-DIAZ	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino
Acting Director