

**Minutes of the Meeting
of the
Bergen County Board of Social Services
July 11, 2017**

PRESENT: William E. Connelly, Jr., Chairperson (Arrived Late)
Randi Duffie, Vice-Chairperson
Ritzy A. Morales-Diaz, Secretary Treasurer
Erin N. Delaney, Assistant Secretary Treasurer (Arrived Late)
Freeholder Mary J. Amoroso, Board Member (Arrived Late)
John E. Ten Hoeve, Jr., Esq., County Adjuster
Elaine K. Meyerson, Board Member
John L. Schettino, Esq., General Counsel
Robert W. Calocino, Acting Director
Michele M. Darmochwal, Administrative Secretary

ABSENT: Freeholder Tracy S. Zur, Board Member

A regular meeting of the Bergen County Board of Social Services was held on July 11, 2017 at 4:30 p.m. in the 4'th 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., General Counsel to the Board, called the meeting to order and 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 11, 2017 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2017, 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, 2017 and to the Herald News, which was published on January 13, 2017.

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 11, 2017.

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 William E. Connelly's absence, Vice-Chairwoman Randi Duffie chaired the meeting.

Flag Salute

Vice-Chairwoman Randi 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 E. CONNELLY	CHAIRPERSON		X
RANDI DUFFIE	VICE CHAIRPERSON	X	
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X	
ERIN N. DELANEY	ASST. SECRETARY TREASURER		X
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
FREEHOLDER TRACY S. ZUR	BOARD MEMBER		X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER		X
ELAINE K. MEYERSON	BOARD MEMBER	X	

Open Public Comment Period

Vice-Chairwoman Randi Duffie 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 Ritzy A. Morales-Diaz, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER				X
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Erin Delaney arrived at approximately 4:36 p.m.

There being no public comment, Vice-Chairwoman Randi Duffie 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 Ritzy A. Morales-Diaz, seconded by John E. Ten Hoeve, Jr., Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER	X			X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

Adoption of Minutes:

(a) **Open Session Minutes of June 6, 2017**

Vice-Chairwoman Randi Duffie requested a motion to adopt the Open Session minutes. A

motion to adopt the Open Session minutes of June 6, 2017 was offered by John E. Ten Hoeve, Jr., Esq., seconded by Elaine K. Meyerson, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON			X	
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER			X	
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

Treasurer's Report:

(a) Bills List:

Vice-Chairwoman Randi Duffie requested a motion to approve the Bills List. A motion to approve the Bills List was offered by Ritzy A. Morales-Diaz, seconded by Elaine K. Meyerson, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

(b) Schedule of Vouchers:

Vice-Chairwoman Randi Duffie requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Ritzy A. Morales-Diaz, seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

The Fiscal Officer reported that the Auditor is scheduled to come in and start the audit on Monday, July 17, 2017.

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures were included in each of the Board Member's packet for the month of May. Robert W. Calocino reported that there continues to be a downward trend in cases.

For the record, Freeholder Mary J. Amoroso arrived at approximately 4:40 p.m.

(b) Memoranda to the Board

Robert W. Calocino reported that the agency replaced obsolete equipment and deployed 65 new printers. On June 15, 2017, employees wore purple to raise awareness for World Elder Abuse Awareness Day. On June 22, 2017, representatives from Office Star (desk/chair provider) and BFI Furniture were on site to discuss issues with chairs. A meeting was held on June 27, 2017 with the Division of Veterans Services to discuss Board programs and how we could assist them. On June 29, 2017, contract negotiations were held with CWA Local #1089. The next negotiating session is scheduled for August 17, 2017. The queue system is fully deployed, and we are almost ready to make the final payment.

Chairman's Report

No report.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Robert W. Calocino reported from June 1 to June 30, 2017 the agency received Medicaid recoveries in the amount of \$1,713.80. One (1) case was referred to the Prosecutor's Office during the month of June.

(b) Audit & Budget Committee

This item was previously reported on.

(c) Building & Grounds Committee

This item will be discussed in Closed Session.

OLD BUSINESS:

NEW BUSINESS:

(a) Next Board Meeting Date

The next Board Meeting is scheduled for Tuesday, August 1, 2017 at 4:30 p.m. in the 4th floor Board Room.

Action Items:

Resolutions:

- (a) 2017.7.11 (1) - Resolution Approving Unicorn HRO Addendum
- (b) 2017.7.11 (2) - Resolution Approving Disposal of Office Equipment
- (c) 2017.7.11 (3) - Resolution Approving Middlesex Cooperative
- (d) 2017.7.11 (4) - Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (e) 2017.7.11 (5) - Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (f) 2017.7.11 (6) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Part-Time Clerk
- (g) 2017.7.11 (7) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Full-Time Clerk
- (h) 2017.7.11 (8) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Part-Time Human Services Aide
- (i) 2017.7.11 (9) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Temporary Full-Time Records Support Technician 1
- (j) 2017.7.11 (10) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Temporary Full-Time Records Support Technician 1
- (k) 2017.7.11 (11) - Resolution Authorizing the Hiring of One (1) Part-Time Human Services Aide
- (l) 2017.7.11 (12) - Resolution Authorizing the Hiring of One (1) Part-Time Human Services Aide
- (m) 2017.7.11 (13) - Resolution Authorizing the Hiring of One (1) Part-Time Human Services Aide
- (n) 2017.7.11 (14) - Resolution Authorizing the Hiring of One (1) Part-Time Human Services Aide
- (o) 2017.7.11 (15) - Resolution Authorizing the Promotion of One (1) Part-Time Keyboarding Clerk 1 to One (1) Part Time Human Services Aide
- (p) 2017.7.11 (16) - Resolution Authorizing a Change in Employment from Part Time to Full Time for One (1) Human Services Aide
- (q) 2017.7.11 (17) - Resolution Authorizing a Change in Employment from Part Time to Full Time for One (1) Human Services Aide
- (r) 2017.7.11 (18) - Resolution Authorizing a Change in Employment from Part Time to Full Time for One (1) Human Services Aide
- (s) 2017.7.11 (19) - Resolution Authorizing the Hiring of One (1) Human Services Specialist 2
- (t) 2017.7.11 (20) - Resolution Authorizing the Termination of One (1) Temporary Part-Time Human Services Aide
- (u) 2017.7.11 (21) - Resolution Authorizing the Hiring of One (1) Part-Time Human Services Aide
- (v) 2017.7.11 (22) - Resolution Authorizing the Advertisement and Offer of Employment for One (1) Part-Time Clerk

- (w)2017.7.11 (23) -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
- (x) 2017.7.11 (24) -Resolution Approving Shared Services Agreement with the County of Bergen for QPA Services

A motion to discuss and approve Resolutions (a) through (v) and (x) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Ritzy A. Moralez-Diaz, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to discuss and approve Resolution (w) 2017.7.11 (23) 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 Ritzy A. Moralez-Diaz, seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON				X
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

The Board went into Closed Session at approximately 4:46 p.m.

CLOSED SESSION:

John L. Schettino, Esq., General Counsel to the Board, stated the Board will go into Closed Session to discuss the Closed Session minutes of June 6, 2017 and matters involving personnel, litigation, and contracts. 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 30 minutes at which time the meeting will then resume and reopen the meeting to the public. The Board may take further public action with respect to matters dealing with the Bergen County Board of Social Services and will finish the rest of the business on the agenda.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:46 p.m.

Chairman William E. Connelly arrived late during the Closed Session. Upon his arrival, Vice-Chairwoman Duffie turned over the gavel to Chairman William E. Connelly, and he chaired the remainder of the meeting.

Chairman William E. Connelly requested a motion to adopt the Closed Session minutes. A motion to adopt the Closed Session Minutes of June 6, 2017 was offered by John E. Ten Hoeve, Jr., Esq., seconded by Erin N. Delaney, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

A motion to extend the Acting Director’s term through the October 3, 2017 Board Meeting was offered by Erin N. Delaney, seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			
ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Vice-Chairwoman Randi Duffie advised that she will not be able to attend the August 1, 2017 Board Meeting because it is National Night Out.

Chairman William E. Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:48 p.m. was offered by Vice-Chairwoman Randi Duffie, seconded by Freeholder Mary J. Amoroso, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
RITZY A. MORALEZ-DIAZ	SECRETARY TREASURER	X			

ERIN N. DELANEY	ASST. SECRETARY TREASURER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
FREEHOLDER TRACY S. ZUR	BOARD MEMBER				X
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER	X			
ELAINE K. MEYERSON	BOARD MEMBER	X			

Respectfully submitted,



Robert W. Calocino
Acting Director