

**Minutes of the Meeting  
of the  
Bergen County Board of Social Services  
August 1, 2017**

**PRESENT:** William E. Connelly, Jr., Chairperson  
Ritzy A. Morales-Diaz, Secretary Treasurer (Arrived Late)  
Erin N. Delaney, Assistant Secretary Treasurer  
Freeholder Tracy S. Zur, Board Member (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:** Randi Duffie, Vice-Chairperson

A regular meeting of the Bergen County Board of Social Services was held on August 1, 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 August 1, 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:**

Chairman William E. Connelly chaired the meeting.

**Flag Salute**

Chairman William E. Connelly led those present in a salute to the flag.

**Roll Call**

A Roll Call was taken for Open Session:

<b>MEMBERS</b>	<b>TITLE</b>	<b>PRESENT</b>	<b>ABSENT</b>
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	

Chairman Connelly recognized and welcomed Marc Schrieks, Deputy Chief of Staff; from the County of Bergen who attended the Board Meeting.

**Open Public Comment Period**

Chairman William E. 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 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			

There being no public comment, Chairman William E. 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 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			

**Adoption of Minutes:**

**(a) Open Session Minutes of July 11, 2017**

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of July 11, 2017 was offered by Erin N. Delaney, 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
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Tracy S. Zur arrived at approximately 4:36 p.m.

### **Treasurer's Report:**

#### **(a) Bills List:**

Chairman William E. Connelly requested a motion to approve the Bills List. A motion to approve the Bills List 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			

For the record, Ritzy A. Moralez-Diaz arrived at approximately 4:36 p.m.

#### **(b) Schedule of Vouchers:**

Chairman William E. Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Freeholder Tracy S. Zur, 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			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

### **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 June. Robert W. Calocino discussed there continues to be a downward trend in cases. Some of the reasons for the downward trend in Food Stamp cases may be due to immigration issues where individuals are shying away from coming to the agency. Cases are being closed due to non-compliance issues and for those customers that are not completing their work activity. The most recent copy of the state's statistics that Robert W. Calocino forwarded via e-mail to the Board Members also showed a statewide downward trend in cases.

For the record, Freeholder Mary J. Amoroso arrived at approximately 4:39 p.m.

**(b) Memoranda to the Board**

Robert W. Calocino reported that he met with the Berkeley College Internship Coordinator to review the Internship Program. For several years, the agency has been offering a successful Internship Program to Berkeley College, Rutgers University, Bergen Community College, and Ramapo College. A meeting was held with B.F.I. Furniture brokers to review current problems with Office Star furniture. On or about July 10, 2017, the agency deployed the Spanish version on the kiosk (Queue System) in the lobby and the system is working well. With the cooperation of the County Sign Maker, new signs were created and hung in customer service areas. A new secure mailbox that locks was purchased and placed in the reception area for customers.

Chairman William E. Connelly asked Robert W. Calocino if there was anything more in regard to the agency's parking spaces because it appeared the parking deck was a little less congested. Robert W. Calocino reported that a small agency that was located on Floor 4 vacated their space and there are rumors of other agency's moving out of the building too. Robert W. Calocino believes that the valet is working out a little bit better. Robert W. Calocino discussed that Bergen Promise has marked parking spaces and approximately 30 vehicles that are parked in the deck all the time until they leave and go out into the field. In regard to the gate system, Robert W. Calocino has not received any additional update.

**Chairman's Report**

Chairman William E. Connelly welcomed back Administrator Adina Yacoub and everyone present. He wished everyone a safe summer.

**Committee Reports:**

**(a) Welfare, Fraud, and Abuse Committee**

Freeholder Mary J. Amoroso reported from July 1 to July 31, 2017 the agency received Medicaid recoveries in the amount of \$34,708.09. No new cases were referred to the Prosecutor's Office during the month of July.

**(b) Audit & Budget Committee**

No report.

(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, September 5, 2017 at 4:30 p.m.** in the 4<sup>th</sup> floor Board Room.

Freeholder Tracy S. Zur discussed that she and Freeholder Mary J. Amoroso received calls in regard to cases where customers completed their classes through the One Stop but nonetheless were being docked from their benefits because there was a miscommunication between the two departments. She discussed that the Freeholders receive calls often, and she wanted to know who the BCBSS contact person is for these issues. Robert W. Calocino advised that Sue Silverstein is the agency's contact person for customer issues that need resolution. In Sue Silverstein's absence, Robert W. Calocino will address them.

A discussion ensued regarding a conflict with the regularly scheduled November 14, 2017 Board Meeting date due to the annual New Jersey State League of Municipalities Conference. A motion to reschedule the Board Meeting date from Tuesday, November 14, 2017 to **Thursday, November 9, 2017** was offered by Erin N. Delaney, seconded by Ritzy A. Morales-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			

**Action Items:**

**Resolutions:**

- (a) 2017.8.01 (1) - Resolution Approving Memorandum of Understanding with Bergen County Prosecutor's Office
- (b) 2017.8.01 (2) - Resolution Approving Public Health Shared Services Agreement with Bergen County
- (c) 2017.8.01 (3) - Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services

- (d) 2017.8.01 (4) -Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (e) 2017.8.01 (5) - Resolution Authorizing the Advertisement and Offer of Employment for Two Full-Time Clerk 1's
- (f) 2017.8.01 (6) - Resolution Authorizing a Change and Transfer from Part-Time Records Support Technician 1 to Full-Time Clerk 1
- (g) 2017.8.01 (7) -Resolution Authorizing the Hiring of One Part-Time Clerk 1
- (h) 2017.8.01 (8) -Resolution Authorizing the Hiring of One Part-Time Human Services Aide
- (i) 2017.8.01 (9) - Resolution Authorizing the Hiring of One Temporary Full-Time Records Support Technician 1
- (j) 2017.8.01 (10)-Resolution Authorizing the Hiring of One Temporary Full-Time Records Support Technician 1
- (k) 2017.8.01 (11)-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 Resolutions (a) through (j) was offered by Ritzy A. Moralez-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			

A motion to discuss and approve Resolution (k) 2017.8.01 (11) 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 Tracy S. Zur, 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 4:50 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 July 11, 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 5:19 p.m.

For the record, Robert W. Calocino returned to the Board Room.

Chairman William E. Connelly requested a motion to adopt the Closed Session minutes. A motion to adopt the Closed Session Minutes of July 11, 2017 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			

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 5:20 p.m. was offered by Erin N. Delaney, seconded by Freeholder Tracy S. Zur, 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*

Robert W. Calocino  
Acting Director

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August 1, 2017**

**PRESENT:** William E. Connelly, Jr., Chairperson  
Ritzy A. Morales-Diaz, Secretary Treasurer (Arrived Late)  
Erin N. Delaney, Assistant Secretary Treasurer  
Freeholder Tracy S. Zur, Board Member (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:** Randi Duffie, Vice-Chairperson

A regular meeting of the Bergen County Board of Social Services was held on August 1, 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 August 1, 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:**

Chairman William E. Connelly chaired the meeting.

**Flag Salute**

Chairman William E. Connelly led those present in a salute to the flag.

**Roll Call**

A Roll Call was taken for Open Session:

<b>MEMBERS</b>	<b>TITLE</b>	<b>PRESENT</b>	<b>ABSENT</b>
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	

Chairman Connelly recognized and welcomed Marc Schrieks, Deputy Chief of Staff; from the County of Bergen who attended the Board Meeting.

**Open Public Comment Period**

Chairman William E. 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 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			

There being no public comment, Chairman William E. 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 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			

**Adoption of Minutes:**

**(a) Open Session Minutes of July 11, 2017**

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of July 11, 2017 was offered by Erin N. Delaney, 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
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

For the record, Freeholder Tracy S. Zur arrived at approximately 4:36 p.m.

### **Treasurer's Report:**

#### **(a) Bills List:**

Chairman William E. Connelly requested a motion to approve the Bills List. A motion to approve the Bills List 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			

For the record, Ritzy A. Moralez-Diaz arrived at approximately 4:36 p.m.

#### **(b) Schedule of Vouchers:**

Chairman William E. Connelly requested a motion to approve the Schedule of Vouchers. A motion to approve the Schedule of Vouchers was offered by Freeholder Tracy S. Zur, 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			
FREEHOLDER MARY J. AMOROSO	BOARD MEMBER				X
ELAINE K. MEYERSON	BOARD MEMBER	X			

### **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 June. Robert W. Calocino discussed there continues to be a downward trend in cases. Some of the reasons for the downward trend in Food Stamp cases may be due to immigration issues where individuals are shying away from coming to the agency. Cases are being closed due to non-compliance issues and for those customers that are not completing their work activity. The most recent copy of the state's statistics that Robert W. Calocino forwarded via e-mail to the Board Members also showed a statewide downward trend in cases.

For the record, Freeholder Mary J. Amoroso arrived at approximately 4:39 p.m.

**(b) Memoranda to the Board**

Robert W. Calocino reported that he met with the Berkeley College Internship Coordinator to review the Internship Program. For several years, the agency has been offering a successful Internship Program to Berkeley College, Rutgers University, Bergen Community College, and Ramapo College. A meeting was held with B.F.I. Furniture brokers to review current problems with Office Star furniture. On or about July 10, 2017, the agency deployed the Spanish version on the kiosk (Queue System) in the lobby and the system is working well. With the cooperation of the County Sign Maker, new signs were created and hung in customer service areas. A new secure mailbox that locks was purchased and placed in the reception area for customers.

Chairman William E. Connelly asked Robert W. Calocino if there was anything more in regard to the agency's parking spaces because it appeared the parking deck was a little less congested. Robert W. Calocino reported that a small agency that was located on Floor 4 vacated their space and there are rumors of other agency's moving out of the building too. Robert W. Calocino believes that the valet is working out a little bit better. Robert W. Calocino discussed that Bergen Promise has marked parking spaces and approximately 30 vehicles that are parked in the deck all the time until they leave and go out into the field. In regard to the gate system, Robert W. Calocino has not received any additional update.

**Chairman's Report**

Chairman William E. Connelly welcomed back Administrator Adina Yacoub and everyone present. He wished everyone a safe summer.

**Committee Reports:**

**(a) Welfare, Fraud, and Abuse Committee**

Freeholder Mary J. Amoroso reported from July 1 to July 31, 2017 the agency received Medicaid recoveries in the amount of \$34,708.09. No new cases were referred to the Prosecutor's Office during the month of July.

**(b) Audit & Budget Committee**

No report.

(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, September 5, 2017 at 4:30 p.m.** in the 4<sup>th</sup> floor Board Room.

Freeholder Tracy S. Zur discussed that she and Freeholder Mary J. Amoroso received calls in regard to cases where customers completed their classes through the One Stop but nonetheless were being docked from their benefits because there was a miscommunication between the two departments. She discussed that the Freeholders receive calls often, and she wanted to know who the BCBSS contact person is for these issues. Robert W. Calocino advised that Sue Silverstein is the agency's contact person for customer issues that need resolution. In Sue Silverstein's absence, Robert W. Calocino will address them.

A discussion ensued regarding a conflict with the regularly scheduled November 14, 2017 Board Meeting date due to the annual New Jersey State League of Municipalities Conference. A motion to reschedule the Board Meeting date from Tuesday, November 14, 2017 to **Thursday, November 9, 2017** was offered by Erin N. Delaney, seconded by Ritzy A. Morales-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			

**Action Items:**

**Resolutions:**

- (a) 2017.8.01 (1) - Resolution Approving Memorandum of Understanding with Bergen County Prosecutor's Office
- (b) 2017.8.01 (2) - Resolution Approving Public Health Shared Services Agreement with Bergen County
- (c) 2017.8.01 (3) - Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services

- (d) 2017.8.01 (4) -Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (e) 2017.8.01 (5) - Resolution Authorizing the Advertisement and Offer of Employment for Two Full-Time Clerk 1's
- (f) 2017.8.01 (6) - Resolution Authorizing a Change and Transfer from Part-Time Records Support Technician 1 to Full-Time Clerk 1
- (g) 2017.8.01 (7) -Resolution Authorizing the Hiring of One Part-Time Clerk 1
- (h) 2017.8.01 (8) -Resolution Authorizing the Hiring of One Part-Time Human Services Aide
- (i) 2017.8.01 (9) - Resolution Authorizing the Hiring of One Temporary Full-Time Records Support Technician 1
- (j) 2017.8.01 (10)-Resolution Authorizing the Hiring of One Temporary Full-Time Records Support Technician 1
- (k) 2017.8.01 (11)-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 Resolutions (a) through (j) was offered by Ritzy A. Moralez-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			

A motion to discuss and approve Resolution (k) 2017.8.01 (11) 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 Tracy S. Zur, 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 4:50 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 July 11, 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 5:19 p.m.

For the record, Robert W. Calocino returned to the Board Room.

Chairman William E. Connelly requested a motion to adopt the Closed Session minutes. A motion to adopt the Closed Session Minutes of July 11, 2017 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			

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 5:20 p.m. was offered by Erin N. Delaney, seconded by Freeholder Tracy S. Zur, 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*

Robert W. Calocino  
Acting Director