

**Minutes of the Meeting
of the
Bergen County Board of Social Services
October 6, 2020**

PRESENT: William E. Connelly, Jr., Chairperson
Randi Duffie, Vice-Chairperson
Erin N. Delaney, Secretary Treasurer
Elaine K. Meyerson, Assistant Secretary Treasurer
Freeholder Tracy S. Zur, Board Member
Freeholder Thomas J. Sullivan, Board Member (Arrived Late)
John E. Ten Hoeve, Jr., Esq., County Adjuster
Yris Encarnacion, Board Member
Susan Silverstein, Board Member
John L. Schettino, Esq., General Counsel
Adina Yacoub, Director
Michele M. Darmochwal, Administrative Secretary

ABSENT: Alexandra Harwin, Esq., Board Member

A regular meeting of the Bergen County Board of Social Services was held on October 6, 2020 at 4:30 p.m. by way of audio teleconference.

PUBLIC SESSION:

John L. Schettino, Esq. 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 October 6, 2020 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2020, 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 September 8, 2020 and to the Herald News, which was published on September 8, 2020.

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 September 3, 2020. 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:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON	X	
ERIN N. DELANEY	SECRETARY TREASURER	X	
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X	
TRACY S. ZUR	FREEHOLDER	X	
THOMAS J. SULLIVAN	FREEHOLDER		X
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
YRIS ENCARNACION	BOARD MEMBER	X	
ALEXANDRA HARWIN	BOARD MEMBER		X
SUSAN SILVERSTEIN	BOARD MEMBER	X	

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 Erin N. Delaney, seconded by Yris Encarnacion, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER				X
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Dolores Phillips – President of CWA Local #1089

Dolores Phillips submitted a letter to the Board regarding the pandemic. She asked if anyone had any questions. There were no questions. Chairman William E. Connelly thanked Ms.

Phillips for her letter and all her efforts to address everyone’s concerns.

For the record, Freeholder Thomas J. Sullivan arrived at approximately 4:35 p.m.

As there were no other members of the public that wished to address the Board, 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 Susan Silverstein, 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			
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Adoption of Minutes:

(a) Open Session Minutes of September 1, 2020

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of September 1, 2020 was offered by Freeholder Thomas J. Sullivan, 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			
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER			X	
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Treasurer’s Report:

(a) Bills List:

Chairman William E. Connelly requested a motion to approve the Bills List. A motion to approve the Bill’s List was offered by Randi Duffie, 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			
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

(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 Randi Duffie, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON	X			
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Chairman’s Report

Chairman William E. Connelly discussed looking at how to hold future Board Meetings. The Chairman announced that effective January 1, 2021 the title Freeholder will be changed to Commissioner. He acknowledged and thanked Mike Rehbein and Frank Gentile for the signage that they designed and put up in Administration. Both individuals work for Tom Connolly, Director of the Road Department, Operations Division, in the County. The Chairman also thanked Dolores Phillips for submitting a letter and calling in during this afternoon’s meeting in regard to the pandemic.

Administration Report:

(a) Monthly Reports – Statistical & Financial:

A snapshot of caseload and expenditures was included in each of the Board Member’s packet.

Adina Yacoub reported that the TANF (Temporary Assistance to Needy Families) caseload decreased from 265 to 252 and is down by 13 cases from last month and compared to one year ago it went up by 20 cases, SNAP (Supplemental Nutrition Assistance Program) caseload

increased from 19,049 to 19,433 and is up by 384 cases from last month and compared to one year ago it went up by 1,415 cases, GA (General Assistance) caseload decreased from 547 to 542 and is down by 5 cases and compared to one year ago it went up by 54 cases, and Medicaid individuals decreased from 39,422 to 39,052 and is down by 370 individuals.

In September, the agency received a total of 1,464 cash and SNAP applications. The agency also received 1,326 Medicaid applications for a total of 2,790. In the month of August, we received a total of 3,584 new applications.

In September, staff processed 3,114 new applications compared to the August count of 2,573. In September, staff processed 9,407 actions compared to August when we processed 8,272 actions. We remain timely with our processing of TANF, General Assistance, SNAP, and Medicaid applications. For the month of September, Bergen County is #1 for the entire state for our timeliness.

In the month of September, our Emergency Assistance Unit was busy and assisted homeless individuals and families. Currently, we have 61 individuals/families in motels, 26 families at the Passaic Street transitional shelter, and 10 families placed at the Center for Hope and Safety (DV shelter). We received 20 homeless hotline referrals from 211. We have 106 on Temporary Rental Assistance cases, and received 88 Emergency Assistance applications in the month of September. We have 241 DDD active cases and we expect this number to increase to 245 in the next month or two.

(b) Memoranda to the Board

Adina Yacoub reported that on September 15, 2020 as a member of the Human Service Advisory Board, she was invited and attended the annual National Council of Jewish Women program via ZOOM. The guest speaker, Victoria Bassetti, gave a very informative presentation regarding the history of voting and how important it is to vote. Elaine Myerson was officiating the meeting as the Co-President of the Bergen Section. Commissioner Tracy Zur was in attendance as well. For the month of September, the Bergen County Board of Social Services rated #1 for Medicaid redeterminations timeliness. We have been chosen to be a pilot county for an automated Medicaid upload system that should save us time and eliminate key punch errors. The County shared with us the outcome of the Point-In-Time Homeless Count. For 2020, the number of homeless identified were 352 compared to 271 in 2019 a 30% increase. The County received COVID-19 money to help assist the homeless in Bergen County. The good news is that Bergen is doing a good job in reaching the homeless because out of 352 identified homeless on this survey only .08% were not on government benefits. Each October, there is an annual mass change to update the income limits as well as the SNAP allotments. The income limits increased by 2% and the maximum allotment increased by 5%. The maximum SNAP allotments were extended to the month of October. The agency will continue the tradition of adopting a family for the holidays.

Adina Yacoub was dropped from the audio teleconference.

Adina Yacoub called back and was reconnected to the teleconference. Loud music was playing.

Since music was playing, Chairman William E. Connelly asked Mrs. Darmochwal to call the Roll Call. A Roll Call was taken to see who placed the Board on hold:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON		X
ERIN N. DELANEY	SECRETARY TREASURER	X	
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X	
TRACY S. ZUR	FREEHOLDER	X	
THOMAS J. SULLIVAN	FREEHOLDER	X	
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
YRIS ENCARNACION	BOARD MEMBER	X	
ALEXANDRA HARWIN	BOARD MEMBER		X
SUSAN SILVERSTEIN	BOARD MEMBER	X	

Randi Duffie reconnected to the call. The music continued.

It was suggested that the Board Members hang up and dial back in.

The connection was worse.

Due to technical difficulties, the Board Members hung up and dialed in again.

Technical difficulties continued.

Adina Yacoub called the Chairman and John L. Schettino, Esq., from her cell phone to get guidance on how to proceed with the audio teleconference.

Michele Darmochwal announced that the teleconference would be terminated and that the Board Members and members of the public should dial in again using a new number (201) 556-2900. Michele Darmochwal also followed up and e-mailed the Board Members this phone number.

The Audio Teleconference resumed but there were further technical issues.

Finally, a connection was made and the meeting resumed.

Michele Darmochwal left the Board Room to e-mail the Board Members.

Chairman William E. Connelly requested a Roll Call. In Michele's absence, Adina Yacoub called a Roll Call.

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON		X
ERIN N. DELANEY	SECRETARY TREASURER	X	

ELAINE K. MEYERSON	ASST. SECRETARY TREASURUER	X	
TRACY S. ZUR	FREEHOLDER	X	
THOMAS J. SULLIVAN	FREEHOLDER	X	
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
YRIS ENCARNACION	BOARD MEMBER	X	
ALEXANDRA HARWIN	BOARD MEMBER		X
SUSAN SILVERSTEIN	BOARD MEMBER	X	

For the record, Erin N. Delaney and Randi Duffie were no longer present.

At 5:34 p.m., a Roll Call was taken as follows:

MEMBERS	TITLE	PRESENT	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X	
RANDI DUFFIE	VICE CHAIRPERSON		X
ERIN N. DELANEY	SECRETARY TREASURER		X
ELAINE K. MEYERSON	ASST. SECRETARY TREASURUER	X	
TRACY S. ZUR	FREEHOLDER	X	
THOMAS J. SULLIVAN	FREEHOLDER	X	
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X	
YRIS ENCARNACION	BOARD MEMBER	X	
ALEXANDRA HARWIN	BOARD MEMBER		X
SUSAN SILVERSTEIN	BOARD MEMBER	X	

For the record, Erin N. Delaney, Randi Duffie, and Alexandra Harwin, Esq. were not present.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Yris Encarnacion reported from September 1 to September 30, 2020 the agency received Medicaid recoveries in the amount of \$14,901.93 and the year to date 2020 is \$227,086.96. No new cases were referred to the Prosecutor's office during the month of September.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

No report.

OLD BUSINESS:

NEW BUSINESS:

(a) Next Board Meeting Date

The next Board Meeting is scheduled to be held on **Thursday, November 5, 2020 at 4:30 p.m.** by way of remote access.

Action Items:

Resolutions:

- (a) 2020.10.06 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (b) 2020.10.06 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (c) 2020.10.06 (3) – Resolution Authorizing a Change in Hours from Part-Time to Full-Time for One Records Support Technician 1
- (d) 2020.10.06 (4) – Resolution Authorizing a Change in Hours from Part-Time to Full-Time for One Human Services Aide
- (e) 2020.10.06 (5) – Authorizing the Hiring of One Part-Time Clerk 1
- (f) 2020.10.06 (6) – Resolution Approving Purchase of Dell Laptop Computers
- (g) 2020.10.06 (7) – 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. 10:4-12

The Board had no business to discuss in Closed Session. A motion to remove Resolution (g) was offered by John E. Ten Hoeve, Jr., Esq., seconded by Yris Encarnacion, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
ERIN N. DELANEY	SECRETARY TREASURER				X
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

For the record, Randi Duffie joined the meeting.

A motion to approve Resolutions (a) – (f) was offered by John E. Ten Hoeve, Jr., Esq., 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			
ERIN N. DELANEY	SECRETARY TREASURER				X
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			

TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Adoption of Minutes:

There were no closed session minutes of September 1, 2020.

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 5:41 p.m. was offered by John E. Ten Hoeve, Jr., Esq., 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			
ERIN N. DELANEY	SECRETARY TREASURER				X
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	FREEHOLDER	X			
THOMAS J. SULLIVAN	FREEHOLDER	X			
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER	X			
ALEXANDRA HARWIN	BOARD MEMBER				X
SUSAN SILVERSTEIN	BOARD MEMBER	X			

Respectfully submitted,



Adina Yacoub
Director