

# AGENDA

## BERGEN COUNTY BOARD OF SOCIAL SERVICES

March 2, 2021 - 4:30 p.m.

- I. Open Public Meetings Act Statement
- II. Flag Salute
- III. Roll Call
- IV. Open Public Comment Period
- V. Adoption of Minutes
  - (a) Open Session Minutes of February 2, 2021
- VI. Treasurer's Report
  - (a) Bills List
  - (b) Schedule of Vouchers
- VII. Administration Report
  - (a) Monthly Reports – Statistical & Financial
  - (b) Memoranda to the Board
- VIII. Chairman's Report
- IX. Committee Reports
  - (a) Welfare, Fraud, and Abuse Committee
  - (b) Audit & Budget Committee
  - (c) Building & Grounds Committee
- X. Old Business
- XI. New Business
  - (a) Next Board Meeting Date – Tuesday, April 6, 2021 at 4:30 p.m. **by way of Webex**
- XII. Action Items
  - Resolutions:
    - (a) 2021.3.02 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
    - (b) 2021.3.02 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
    - (c) 2021.3.02 (3) – Resolution Authorizing the Hiring of One External Part-Time Clerk 1
    - (d) 2021.3.02 (4) – Resolution Authorizing the Hiring of One External Full-Time Technician, Management Information Systems
    - (e) 2021.3.02 (5) – Resolution Authorizing the Advertisement and Offer of Employment for One Internal Full-Time Senior Building Maintenance Worker
    - (f) 2021.3.02 (6) – Resolution Authorizing Application for Grant from the State of New Jersey Department of Community Affairs in Connection with the LIHEAP CWA Administration 2021 Program
    - (g) 2021.3.02 (7) – Resolution Authorizing Application for Grant from the State of New Jersey Department of Community Affairs in Connection with the Universal Service Fund CWA Administration 2021 Program
    - (h) 2021.3.02 (8) – Resolution Approving Director Evaluation

- (i) 2021.3.02 (9) – Resolution Approving Director Salary Increase
- (j) 2021.3.02 (10) – Resolution Approving 60 Month Lease Agreement with Xerox
- (k) 2021.3.02 (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. 10:4-12

XIII. Closed Session

- (a) No Closed Session Minutes from February 2, 2021
- (b) Personnel Matters
- (c) Litigation
- (d) Any other matters permitted in closed sessions pursuant to N.J.S.A. 10:4-12(b)

XIV. Adoption of Minutes

- (a) No Closed Session Minutes of February 2, 2021

**PLEASE NOTE THAT FORMAL ACTION MAY BE TAKEN BY THE BOARD ON ANY MATTER SET FORTH ABOVE OR AS MAY BE RAISED DURING THE MEETING.**

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (1)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION APPROVING ADDITIONS, ELIMINATION, AND/OR CHANGES TO POSITIONS  
WITHIN THE BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**WHEREAS**, the Director has requested that the personnel request changes attached hereto and incorporated herein by reference in order to eliminate positions, create new positions, and/or change positions be made in order for the agency to operate more efficiently and better serve the public; and

**WHEREAS**, the Director has reviewed the personnel requests attached hereto and incorporated herein by reference outlining the effective date and budget for each position and recommends the approval of same.

**NOW, THEREFORE, BE IT RESOLVED**, that the Chairman of the Bergen County Board of Social Services hereby approves that the personnel requests attached hereto and incorporated herein by reference be made in order to eliminate positions and create new positions in the agency; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be kept on file in the Office of the Director.

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

ATTEST:

SO APPROVED:

\_\_\_\_\_  
ERIN N. DELANEY  
Secretary-Treasurer

\_\_\_\_\_  
WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (2)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT OF EMPLOYMENT  
FOR MULTIPLE OPENINGS**

**WHEREAS**, the attached listed positions are vacant due to resignations, termination, demotion, leave of absence, and/or retirements; and

**WHEREAS**, the Board has a need to hire individuals to fill these vacancies on or after March 2, 2021; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Bergen County Board of Social Services hereby authorizes the Director to advertise employment; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be kept on file in the Office of the Director; and

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

ATTEST:

SO APPROVED:

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ERIN N. DELANEY  
Secretary-Treasurer

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WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (3)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL PART-TIME CLERK 1**

**WHEREAS**, the Bergen County Board of Social Services is in need of hiring an external Part-Time Clerk 1; and

**WHEREAS**, the position of Part-Time Clerk 1 was duly posted and advertised by the Board; and

**WHEREAS**, interviews were conducted for the position of Part-Time Clerk 1; and

**WHEREAS**, it is the recommendation of the Director that Kristen Nagy be appointed to the position of Part-Time Clerk 1 effective on or after March 2, 2021 at an annual salary of \$25,877 pending the outcome of a satisfactory background check.

**NOW THEREFORE, BE IT RESOLVED**, that the Bergen County Board of Social Services hereby approves of the hiring of Kristen Nagy to the position of Part-Time Clerk 1 effective on or after March 2, 2021 at an annual salary of \$25,877 pending the outcome of a satisfactory background check; and

**BE IT FURTHER RESOLVED**, that the Director is hereby authorized and directed to notify Kristen Nagy of her employment with the Bergen County Board of Social Services effective on or after March 2, 2021; and

**BE IT FURTHER RESOLVED**, that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Kristen Nagy.

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
ERIN N. DELANEY  
Secretary-Treasurer

\_\_\_\_\_  
WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (4)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL FULL-TIME TECHNICIAN,  
MANGEMENT INFORMATION SYSTEMS**

**WHEREAS**, the Bergen County Board of Social Services is in need of hiring a Technician, Management Information Systems; and

**WHEREAS**, the position of Full-Time Technician, Management Information Systems was duly posted and advertised by the Board; and

**WHEREAS**, interviews were conducted for the position of Full-Time Technician, Management Information Systems; and

**WHEREAS**, it is the recommendation of the Director that Dong Son be appointed to the position of Full-Time Technician, Management Information Systems effective on or after March 2, 2021 at an annual salary of \$46,244; and

**NOW THEREFORE, BE IT RESOLVED**, that the Bergen County Board of Social Services hereby approves of the hiring of Dong Son to the position of Full-Time Technician, Management Information Systems effective on or after March 2, 2021 at an annual salary of \$46,244; and

**BE IT FURTHER RESOLVED**, that the Director is hereby authorized and directed to notify Dong Son of his employment with the Bergen County Board of Social Services effective on or after March 2, 2021; and

**BE IT FURTHER RESOLVED**, that the Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Dong Son.

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

**ATTEST:**

**APPROVED:**

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ERIN N. DELANEY  
Secretary-Treasurer

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WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (5)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR ONE INTERNAL FULL-TIME SENIOR BUILDING MAINTENANCE WORKER**

**WHEREAS**, the Board has a need to offer employment to one (1) internal Full-Time Senior Building Maintenance Worker on or after March 2, 2021; and

**WHEREAS**, the Director has been given authorization to advertise, internally, and offer employment for one (1) Full-Time Senior Building Maintenance Worker.

**NOW, THEREFORE, BE IT RESOLVED**, that the Bergen County Board of Social Services hereby authorizes the Director to advertise an employment opportunity for one Full-Time Senior Building Maintenance Worker on or after March 2, 2021; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be kept on file in the Office of the Director; and

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

ATTEST:

APPROVED:

---

ERIN N. DELANEY  
Secretary-Treasurer

---

WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (6)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**RESOLUTION AUTHORIZING APPLICATION FOR GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS IN CONNECTION WITH THE LIHEAP CWA ADMINISTRATION 2021 PROGRAM**

**WHEREAS**, the Bergen County Board of Social Services (the “BCBSS”) has received notice from the State of New Jersey Department of Community Affairs of its grant award in the amount of Fifteen Thousand, Two Hundred Sixteen and 00/100 (\$15,216.00) Dollars to administer the intake and eligibility determination of prospective beneficiaries of the LIHEAP program, including the accurate input of verified client information into the Family Assistance Management Information System; and

**WHEREAS**, the Board desires to apply for and obtain the Grant from the State of New Jersey Department of Community Affairs (“DCA”) for Fifteen Thousand, Two Hundred Sixteen and 00/100 (\$15,216.00) Dollars to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the LIHEAP, including the accurate input of verified client information into the Family Assistance Management Information System.

**NOW THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services that the application for the Grant to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the LIHEAP, including the accurate input of verified client information into the Family Assistance Management Information System in the amount of Fifteen Thousand, Two Hundred Sixteen and 00/100 (\$15,216.00) Dollars be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Board recognizes and accepts that the Department of Community Affairs may offer a lesser or greater amount and, therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, the Board does further authorize the execution of any such grant agreement; and

**BE IT FURTHER RESOLVED**, that the Board, upon receipt of the fully executed agreement from the New Jersey Department of Community Affairs, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Board and the New Jersey Department of Community Affairs; and

**BE IT FURTHER RESOLVED**, that Adina Yacoub, Director, and Scott Modery, Fiscal Officer, are hereby authorized to sign the application and that they, or their successors in said titles, are authorized to sign the agreement, and any other documents necessary in connection therewith; and

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

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ERIN N. DELANEY  
Secretary-Treasurer

---

WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (7)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**RESOLUTION AUTHORIZING APPLICATION FOR GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS IN CONNECTION WITH THE UNIVERSAL SERVICE FUND CWA ADMINISTRATION 2021 PROGRAM**

**WHEREAS**, the Bergen County Board of Social Services (the “BCBSS”) has received notice from the State of New Jersey Department of Community Affairs of its grant award in the amount of Ten Thousand, One Hundred Forty-Four and 00/100 (\$10,144.00) Dollars to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the Universal Service Fund, including the accurate input of verified client information into the Family Assistance Management Information System; and

**WHEREAS**, the Board desires to apply for and obtain a grant from the State of New Jersey Department of Community Affairs (“DCA”) for Ten Thousand, One Hundred Forty-Four and 00/100 (\$10,144.00) Dollars to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the Universal Service Fund, including the accurate input of verified client information into the Family Assistance Management Information System.

**NOW THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services that the application of the grant to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the Universal Service Fund, including the accurate input of verified client information into the Family Assistance Management Information System in the amount of Ten Thousand One Hundred Forty-Four and 00/100 (\$10,144.00) Dollars be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Board recognizes and accepts that the Department of Community Affairs may offer a lesser or greater amount and, therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, the Board does further authorize the execution of any such grant agreement; and

**BE IT FURTHER RESOLVED**, that the Board, upon receipt of the fully executed agreement from the New Jersey Department of Community Affairs, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Board and the New Jersey Department of Community Affairs; and

**BE IT FURTHER RESOLVED**, that Adina Yacoub, Director, and Scott Modery, Fiscal Officer, are hereby authorized to sign the application and that they, or their successors in said titles, are authorized to sign the agreement, and any other documents necessary in connection therewith; and

**IT IS HEREBY CERTIFIED** that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

---

ERIN N. DELANEY  
Secretary-Treasurer

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WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (8)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**RESOLUTION APPROVING DIRECTOR EVALUATION**

**WHEREAS**, on December 5, 2017, the Bergen County Board of Social Services (the “BCBSS”), adopted a resolution appointing Adina Yacoub as Director of the BCBSS; and

**WHEREAS**, in accord with said position, the Director is subject to an annual evaluation prepared by the Personnel Committee and submitted to the Board for review; and

**WHEREAS**, the Personnel Committee has prepared an evaluation for review by the Board, a copy of which is attached hereto and incorporated herein by reference; and

**WHEREAS**, after a review of same, the Personnel Committee and Board members recommend the approval of the Director’s annual evaluation.

**NOW THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services that the annual evaluation for Adina Yacoub as Director of the Board, a copy of which is attached hereto and incorporated herein by reference, be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that a copy of the complete evaluation shall be placed in the personnel file of the Director; and

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

ATTEST:

SO APPROVED:

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ERIN N. DELANEY  
Secretary Treasurer

---

WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
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JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (9)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**RESOLUTION APPROVING DIRECTOR SALARY INCREASE**

**WHEREAS**, Adina Yacoub was appointed Director of the Bergen County Board of Social Services (the “BCBSS”) on December 5, 2017; and

**WHEREAS**, after review, the Personnel Committee and Board Members recommend that the Director receive a 2% annual raise retroactive to January 1, 2021 thereby increasing the Director’s annual salary from \$192,474.00 to \$196,323.00.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services that the 2% annual raise for Adina Yacoub as Director of the Board retroactive to January 1, 2021 be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be placed in the personnel file of the Director; and

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

ATTEST:

SO APPROVED:

---

ERIN N. DELANEY  
Secretary Treasurer

---

WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
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ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (10)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A RESOLUTION APPROVING 60 MONTH LEASE AGREEMENT WITH XEROX**

**WHEREAS**, the Bergen County Board of Social Services seeks to enter into a new lease agreement for the replacement of its older Xerox equipment; and

**WHEREAS**, the Board has obtained replacement costing for five (5) of its units with Xerox, thru State contract no. 072736100 for a lease term of 60 months effective March 13, 2021; and

**WHEREAS**, Xerox has provided the Board with a lease pricing proposal for four (4) B8145H copiers for a total monthly base cost of \$420.10; and one B9100 copier for a total monthly base cost of \$247.42, copies of which are attached hereto and incorporated herein by reference; and

**WHEREAS**, the Qualified Purchasing Agent and the Director have reviewed the lease pricing proposal for the five (5) copiers referenced herein, a copy of which is attached hereto and incorporated herein by reference submitted by Xerox for a 60 month lease term; and

**WHEREAS**, the Board Attorney has reviewed the lease pricing proposal for the five (5) copiers, a copy of which is attached hereto and incorporated herein by reference submitted by Xerox for a 60 month lease term and hereby recommends the approval of same.

**NOW, THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services that the Lease Agreement attached hereto and incorporated herein by reference submitted by Xerox for a 60 month lease term for four (4) B8145H copiers for a total monthly base cost of \$420.10; and one B9100 copier for a total monthly base cost of \$247.42, be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that the Director or Fiscal Officer be and is hereby authorized and directed to execute the documents necessary to effectuate the lease pricing proposal between the Board and Xerox; and

**BE IT FURTHER RESOLVED**, that the Board Secretary is hereby authorized and directed to forward a copy of this Resolution to Xerox immediately upon its passage; and

**IT IS HEREBY CERTIFIED**, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on March 2, 2021.

---

ERIN N. DELANEY  
Secretary-Treasurer

---

WILLIAM CONNELLY  
Chairman

Date of Adoption: March 2, 2021

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
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YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2021.3.02 (11)

**BERGEN COUNTY BOARD OF SOCIAL SERVICES**

**A 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**

**WHEREAS**, the Bergen County Board of Social Services is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., and

**WHEREAS**, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

**WHEREAS**, it is necessary for the Bergen County Board of Social Services to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

\_\_\_\_ 1. Matters Required by Law to be Confidential. Any mater which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

\_\_\_\_\_ 2. Matters Where the Release of Information Would Impair the Right to Receive Funds. Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

\_\_\_\_\_ 3. Matters Involving Individual Privacy. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

\_\_\_\_\_ 4. Matters Relating to Collective Bargaining Agreements. Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body, with respect to: (a) \_\_\_\_\_ .

\_\_\_\_\_ 5. Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds. Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed specifically with respect to 218 Route 17 North, Rochelle Park, New Jersey. The minutes will be released on or before \_\_\_\_\_, 20\_\_ when the issues pertaining to the Lease and First Amendment to the Lease have been approved and finalized.

\_\_\_\_\_ 6. Matters Relating to Public Safety and Property. Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

X 7. Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege, any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, specifically with respect to (a) discussion regarding Building Issues. The minutes will be released in approximately ninety (90) days or upon the resolution through settlement or court decision and the time period for any and all appeals.

\_\_\_\_\_ 8. Matters Relating to the Employment Relationship. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance or promotion or disciplining of any specific prospective public officer or employee or current

public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting, specifically, (a) . The minutes will be released within ninety (90) days or earlier upon the resolution of the matter through settlement or court decision and the time period for any and all appeals.

\_\_\_\_9. Matters Relating to the Potential Imposition of a Penalty. Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

**NOW THEREFORE, BE IT RESOLVED**, by the Bergen County Board of Social Services, assembled in public session on February 2, 2021 that an Executive Session closed to the public shall be held on March 2, 2021 at 4:30 P.M. at the Bergen County Board of Social Services, 218 Route 17 North, Rochelle Park, New Jersey, for the discussion of matters relating to the specific items designated above.

**BE IT FURTHER RESOLVED**, that it is anticipated that the deliberations conducted in closed session will be disclosed to the public upon the determination of the Bergen County Board of Social Services that the public interest will no longer be served by such confidentiality as set forth above.

ATTEST:

SO APPROVED:

\_\_\_\_\_  
ERIN N. DELANEY  
Secretary Treasurer

\_\_\_\_\_  
WILLIAM E. CONNELLY  
Chairman

Date of Adoption: March 2, 2021