

**Minutes of the Meeting
of the
Bergen County Board of Social Services
February 7, 2023**

PRESENT: William E. Connelly, Jr., Chairperson
Erin N. Delaney, Secretary Treasurer
Elaine K. Meyerson, Assistant Secretary Treasurer
Tracy S. Zur, Bergen County Commissioner, Board Member (Arrived Late)
Thomas J. Sullivan, B.C. Commissioner, Board Member
John E. Ten Hoeve, Jr., Esq., County Adjuster
John L. Schettino, Esq., General Counsel
Scott Modery, Acting Director
Michele M. Darmochwal, Administrative Secretary

ABSENT: Randi Duffie, Vice-Chairperson
Yris Encarnacion, Board Member
Susan Silverstein, Board Member
Alexandra Harwin, Esq., Board Member

A regular meeting of the Bergen County Board of Social Services was held on February 7, 2023 at 4:30 p.m. in the 4th Floor Board Room of the Bergen County Board of Social Services, 218 Route 17 North, Rochelle Park, New Jersey.

PUBLIC SESSION:

John L. Schettino, Esq. called the meeting to order 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 February 7, 2023 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2023, 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 17, 2023 and to the Herald News, which was published on January 17, 2023.

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 17, 2023.

A quorum being achieved, the Board met in Public Session.

PUBLIC SESSION:

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	BERGEN COUNTY COMMISSIONER		X
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

Oath of Office

John L. Schettino, Esq. administered the Oath of Office to Commissioner Thomas J. Sullivan.

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

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 Elaine K. Meyerson, seconded by Commissioner 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

There being no comments from the public, 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 Commissioner 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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 January 10, 2023

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of January 10, 2023 was offered by Commissioner Tracy S. Zur, 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
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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 and Schedule of Vouchers:

Chairman William E. Connelly requested a motion to approve the Bill's List and the Schedule of Vouchers. A motion to approve the Bill's List and the Schedule of Vouchers were offered by Erin N. Delaney, seconded by Commissioner 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

Administration Report:

(a) Monthly Reports – Statistical & Financial:

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

Scott Modery reported that the TANF (Temporary Assistance to Needy Families) caseload for December was 371 cases, November was 365 cases and compared to one year ago it went up 130 cases, SNAP (Supplemental Nutrition Assistance Program) caseload for December was 22,834 and November was 22,139 and compared to one year ago it went down by 1,931 cases, GA (General Assistance) caseload for December was 404 cases and November was 401 cases and compared to one year ago it went down by 10 cases. In regard to Medicaid, there were 59,291 individuals in December and 58,617 individuals in November an increase of 674 individuals.

Burial stats are as follows: 24 inquires, 42 approved, and 1 denial. The agency paid out \$105,084.00 and recovered \$1,173.37.

In December 2022, the agency received 1,484 applications for cash and SNAP applications and 1,519 Medicaid applications for a total of 3,003. In November 2022, the agency received 1,872 applications for cash and SNAP applications and 1,526 Medicaid applications for a total of 3,398.

Our Emergency Assistance Unit assisted homeless individuals and families. Currently, we have 1 individual/family in a motel. We have 16 families in the HEARTS Program, 12 in the Emergency Shelter, and 4 in TANF/Bridge side. We have 12 families placed at the Center for Hope and Safety (DV shelter). We had 49 Emergency Assistance applications and 100 clients on Temporary Rental Assistance. We had 17 placements as referrals from 211. We have 255 active DDD cases. The Adult Protective Service (APS) Unit received 98 referrals and currently have 33 open cases.

(b) Memoranda to the Board

Scott Modery reported that staff represented the agency at the annual Project Homeless Connect event on January 25, 2023. Additionally, both the agency and CWA 1089 ran fund raisers for donations to buy care packages, including informational materials, much needed

personal items and gift cards. The agency raised a donation amount of \$625. CWA Local 1089 through a separate fundraiser raised \$465 and matched it dollar for dollar for a total donation of \$930. All together Project Homeless Connect received a donation of \$1,555. Scott Modery and Yvonne Jordan attended a “Lunch and Learn” on January 24, 2023. During the meeting with various community SNAP partners, Yvonne Jordan briefed attendees on the basics of the SNAP program, application process, income requirements, and the impending changes taking place beginning March 1, 2023. Notification about a Route 17 bottleneck study which might ultimately lead to a widening of the roadway in the Maywood and Rochelle Park area was distributed to the Board. While this project is in its investigative process at this point, it will certainly affect both employees and clients when and if it enters the active phase. For anyone wishing to know more Rochelle Park has provided this link: <http://tiny.cc/Rt17BottleneckVPIC>. Mental Health First Aid classes, which is one six-hour day, was arranged with the Bergen County Division of Mental Health Services and began for all BCBSS employees on the week of January 23, 2023. On February 2, 2023 the New Jersey Senate voted in favor of A5086/S3491, which increases the minimum monthly SNAP benefit to \$95. It is expected to be signed into law before the March 1, 2023 SNAP benefits are issued.

Chairman’s Report

Chairman William E. Connelly announced that Request for Qualifications for General Counsel, Labor Counsel, Insurance Consultant, and Auditor were submitted and publicly announced on February 1, 2023. The professionals for each position will be voted on this afternoon by way of resolution. In regard to the General Counsel position, this submittal was reviewed by the agency’s in-house Counsel rather than John L. Schettino, Esq. so that there was no conflict in interest.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Chairman William E. Connelly reported from January 1 to January 31, 2023 the agency received Medicaid recoveries in the amount of \$4,325.87 and the year-to-date 2023 is \$4,325.87. No new cases were referred to the Prosecutor’s office during the month of January.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

No report.

OLD BUSINESS:

None

NEW BUSINESS:

None

(a) Next Board Meeting Date

The next Board Meeting is scheduled to be held in person on **Tuesday, March 7, 2023**
at 4:30 p.m.

Action Items:

Resolutions

- (a) 2023.2.07 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (b) 2023.2.07 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (c) 2023.2.07 (3) – Resolution Authorizing a Change in Hours from One Internal Part-Time Clerk 1 to Full-Time Clerk 1
- (d) 2023.2.07 (4) – Resolution Authorizing a Change in Hours from One Internal Part-Time Clerk 1 to Full-Time Clerk 1
- (e) 2023.2.07 (5) – Resolution Authorizing a Promotion for One Internal Full-Time Human Services Aide
- (f) 2023.2.07 (6) – Resolution Authorizing a Promotion for One Internal Full-Time Human Services Aide
- (g) 2023.2.07 (7) – Resolution Authorizing a Promotion for One Internal Full-Time Human Services Aide
- (h) 2023.2.07 (8) – Resolution Authorizing the Hiring of One External Part-Time Human Services Aide
- (i) 2023.2.07 (9) – Resolution Authorizing the Hiring of One External Part-Time Human Services Aide
- (j) 2023.2.07 (10) – Resolution Authorizing the Hiring of One External Part-Time Human Services Aide
- (k) 2023.2.07 (11) – Resolution Authorizing the Hiring of One External Part-Time Clerk 1
- (l) 2023.2.07 (12) – Resolution Authorizing the Advertisement and Offer of Employment for One External Part-Time Clerk 1 Bilingual in Spanish
- (m) 2023.2.07 (13) – Resolution Authorizing the Advertisement and Offer of Employment for Three Internal or External Full-Time Clerks 1
- (n) 2023.2.07 (14) – Resolution Authorizing Rescinding Resolution 2022.6.07 (12) Authorizing the Advertisement and Offer of Employment for One Internal Provisional Social Worker Bilingual in Spanish
- (o) 2023.2.07 (15) – Resolution Authorizing an Offer of Employment for One Internal Full-Time Social Worker
- (p) 2023.2.07 (16) – Resolution Approving 2nd Year Option to Renew with AEGIS Security
- (q) 2023.2.07 (17) – Resolution Appointing General Counsel
- (r) 2023.2.07 (18) – Resolution Appointing Labor Counsel
- (s) 2023.2.07 (19) – Resolution Appointing Insurance Consultant
- (t) 2023.2.07 (20) – Resolution Appointing Auditor

- (u) 2023.2.07 (21) – Resolution Approving Professional Services Agreement with General Counsel
- (v) 2023.2.07 (22) – Resolution Approving Professional Services Agreement with Labor Counsel
- (w) 2023.2.07 (23) – Resolution Approving Professional Services Agreement with Insurance Consultant
- (x) 2023.2.07 (24) – Resolution Approving Professional Services Agreement with Auditor
- (y) 2023.2.07 (25) – Resolution Approving Revisions to Employee Handbook
- (z) 2023.2.07 (26) – 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

A motion to remove Resolution (k) from the agenda because the individual declined employment was offered by Elaine K. Meyerson, 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
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

A motion to approve Resolutions (a) – (y) excluding (k) was offered by Commissioner Thomas J. Sullivan, seconded by Commissioner 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

A motion to discuss and approve Resolution (z) 2023.2.07 (26) 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 and to go into Closed Session was offered by Elaine K. Meyerson,

seconded by Commissioner Thomas J Sullivan, 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

The Board went into Closed Session at approximately 4:52 p. m.

CLOSED SESSION:

The Board went into Closed Session to discuss closed session minutes and personnel matters. The minutes from the Closed Session will be available to the public once the items have been resolved or no longer require the minutes to be held and not distributed to the public. The Board will be in Closed Session for approximately 20 minutes at which time the Board will reopen the meeting and may take further public action in matters dealing with the Bergen County Board of Social Services. The public will be able to access the meeting remotely once the meeting reopens in Open Session.

OPEN SESSION:

The Board reconvened in Open Session at approximately 5:25 p.m.

Adoption of Minutes:

Closed Session Minutes of January 10, 2023

Chairman William E. Connelly requested a motion to adopt the Closed Session minutes. A motion to adopt the Closed Session minutes of January 10, 2023 was offered by 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
ERIN N. DELANEY	SECRETARY TREASURER	X			
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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

A motion to appoint Scott Modery as Director of the Bergen County Board of Social Services was approved by John E. Ten Hoeve, Jr., Esq., seconded by Commissioner 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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 William E. Connelly and the Board clapped and congratulated Scott Modery as the agency's new Director.

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 5:30 p.m. was offered by John E. Ten Hoeve, Jr., Esq., seconded by Commissioner Thomas J. Sullivan, 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	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	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,


 Scott Modery
 Director