

AGENDA

BERGEN COUNTY BOARD OF SOCIAL SERVICES

September 5, 2023 - 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 August 2, 2023
- 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
 - (d) Personnel Committee
- X. Old Business
- XI. New Business
 - (a) Next Board Meeting Date – **Tuesday, October 3, 2023**
- XII. Action Items
 - Resolutions:
 - (a) 2023.9.05 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
 - (b) 2023.9.05 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
 - (c) 2023.9.05 (3) – Resolution Authorizing a Change in Hours from One Internal Part-Time Clerk 1 to Full-Time Clerk 1
 - (d) 2023.9.05 (4) – Resolution Authorizing a Change in Hours from One Internal Part-Time Clerk 1 to Full-Time Clerk 1
 - (e) 2023.9.05 (5) – Resolution Authorizing the Hiring of One External Part-Time Clerk 1
 - (f) 2023.9.05 (6) – Resolution Authorizing a Change in Hours for One Internal Part-Time Human Services Aide to One Full-Time Human Services Aide
 - (g) 2023.9.05 (7) – Resolution Authorizing an Offer of Employment for Two Internal Full-Time Social Service Technicians

- (h) 2023.9.05 (8) – Resolution Authorizing a Change in Employment for One Internal Part-Time Human Services Aide, Full-Time Clerk 1, Full-Time Records Support Technician 1, Full-Time Mail Clerk, Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to One Full-Time Human Services Aide
- (i) 2023.9.05 (9) – Resolution Authorizing a Change in Employment for One Internal Part-Time Human Services Aide, Full-Time Clerk 1, Full-Time Records Support Technician 1, Full-Time Mail Clerk, Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to One Full-Time Human Services Aide Bilingual in Spanish
- (j) 2023.9.05 (10) – Resolution Authorizing the Advertisement and Offer of Employment for Two External Full-Time Clerks 1
- (k) 2023.9.05 (11) – Resolution Authorizing the Advertisement and Offer of Employment for Two External Full-Time Clerks 1 Bilingual in Spanish
- (l) 2023.9.05 (12) – Resolution Authorizing the Advertisement and Offer of Employment to Promote One Internal Individual to Provisional Full-Time Senior Data Processing Programmer
- (m) 2023.9.05 (13) – Resolution Approving Transfer of Public Assistance Program for the Borough of Montvale
- (n) 2023.9.05 (14) – Resolution Approving Revision of Leave of Absence Request Form
- (o) 2023.9.05 (15) – 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 of August 2, 2023
- (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 August 2, 2023

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				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (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 September 5, 2023.

ATTEST:

SO APPROVED:

Elaine K. Meyerson
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (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 September 5, 2023; 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 September 5, 2023.

ATTEST:

SO APPROVED:

Elaine K. Meyerson
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (3)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN HOURS FROM ONE INTERNAL PART-TIME CLERK 1 TO FULL-TIME CLERK 1

WHEREAS, the Bergen County Board of Social Services is in need of authorizing a change in hours from part time to full time for one (1) Clerk 1; and

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

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

WHEREAS, it is the recommendation of the Director that Timothy Barnhart be appointed to the position of Full-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$38,434.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the change in hours for Timothy Barnhart to the position of Full-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$38,434; and

BE IT FURTHER RESOLVED, that the Director is hereby authorized and directed to notify Timothy Barnhart of his Full-Time employment with the Bergen County Board of Social Services effective on or after September 5, 2023; 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 Timothy Barnhart.

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 September 5, 2023.

ATTEST:

APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (4)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN HOURS FROM ONE INTERNAL PART-TIME CLERK 1 TO FULL-TIME CLERK 1

WHEREAS, the Bergen County Board of Social Services is in need of authorizing a change in hours from part time to full time for one (1) Clerk 1; and

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

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

WHEREAS, it is the recommendation of the Director that Jaileene Mendez-Artiles be appointed to the position of Full-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$38,434.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the change in hours for Jaileene Mendez-Artiles to the position of Full-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$38,434; and

BE IT FURTHER RESOLVED, that the Director is hereby authorized and directed to notify Jaileene Mendez-Artiles of her Full-Time employment with the Bergen County Board of Social Services effective on or after September 5, 2023; 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 Jaileene Mendez-Artiles.

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 September 5, 2023.

ATTEST:

APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (5)

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 Justin Chavez be appointed to the position of Part-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$27,453 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 Justin Chavez to the position of Part-Time Clerk 1 effective on or after September 5, 2023 at an annual salary of \$27,453 pending the outcome of a satisfactory background check; and

BE IT FURTHER RESOLVED, that the Director is hereby authorized and directed to notify Justin Chavez of his employment with the Bergen County Board of Social Services effective on or after September 5, 2023; 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 Justin Chavez.

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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (6)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN HOURS FOR ONE INTERNAL PART-TIME HUMAN SERVICES AIDE TO ONE FULL-TIME HUMAN SERVICES AIDE

WHEREAS, the Board needs to increase hours of one (1) internal Part-Time Human Services Aide to one (1) Full-Time Human Services Aide; and

WHEREAS, the Director has been given authorization to advertise and increase hours of one internal Part-Time Human Services Aide.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise and increase hours of one (1) internal Part-Time Human Services Aide to one (1) Full-Time Human Services Aide; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (7)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING AN OFFER OF EMPLOYMENT FOR TWO INTERNAL FULL-TIME SOCIAL SERVICE TECHNICIANS

WHEREAS, the Board has a need to promote two internal Full-Time Human Services Aides to two Full-Time Social Service Technicians; and

WHEREAS, the Director has been given authorization to interview and offer employment, internally, for two (2) Full-Time Social Service Technicians from the N.J. Civil Service Certification List for Social Service Technician.

NOW, THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to interview and offer employment, internally, for two (2) Full-Time Social Service Technicians; 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 September 5, 2023.

ATTEST:

APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (8)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN EMPLOYMENT FOR ONE INTERNAL PART-TIME HUMAN SERVICES AIDE, FULL-TIME CLERK 1, FULL-TIME RECORDS SUPPORT TECHNICIAN 1, FULL-TIME MAIL CLERK, FULL-TIME DATA ENTRY OPERATOR OR FULL-TIME KEYBOARDING CLERK 1 TO ONE FULL-TIME HUMAN SERVICES AIDE

WHEREAS, the Board has a need to promote one (1) internal Part-Time Human Services Aide or Full-Time Clerk 1 or Full-Time Records Support Technician 1 or Full-Time Mail Clerk, or Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to one Full-Time Human Services Aide; and

WHEREAS, the Director has been given authorization to advertise internally, interview, and offer a change in employment to one (1) internal Part-Time Human Services Aide or Full-Time Clerk 1 or Full-Time Records Support Technician 1 or Full-Time Mail Clerk, or Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to one (1) Full-Time Human Services Aide; and

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise internally, interview, and offer employment for one (1) internal Full-Time Human Services Aide; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
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THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (9)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN EMPLOYMENT FOR ONE INTERNAL PART-TIME HUMAN SERVICES AIDE, FULL-TIME CLERK 1, FULL-TIME RECORDS SUPPORT TECHNICIAN 1, FULL-TIME MAIL CLERK, FULL-TIME DATA ENTRY OPERATOR OR FULL-TIME KEYBOARDING CLERK 1 TO ONE FULL-TIME HUMAN SERVICES AIDE BILINGUAL IN SPANISH

WHEREAS, the Board has a need to promote one (1) internal Part-Time Human Services Aide or Full-Time Clerk 1 or Full-Time Records Support Technician 1 or Full-Time Mail Clerk, or Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to one Full-Time Human Services Aide Bilingual in Spanish; and

WHEREAS, the Director has been given authorization to advertise internally, interview, and offer a change in employment to one (1) internal Part-Time Human Services Aide or Full-Time Clerk 1 or Full-Time Records Support Technician 1 or Full-Time Mail Clerk, or Full-Time Data Entry Operator or Full-Time Keyboarding Clerk 1 to one (1) Full-Time Human Services Aide Bilingual in Spanish; and

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise internally, interview, and offer employment for one (1) internal Full-Time Human Services Aide Bilingual in Spanish; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

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MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
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DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (10)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR TWO (2) EXTERNAL FULL-TIME CLERKS 1

WHEREAS, the Board has a need to hire two (2) external Full-Time Clerks 1; and

WHEREAS, the Director has been given authorization to advertise and offer employment, externally, for Two (2) Full-Time Clerks 1.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise and offer employment for two (2) external Full-Time Clerks 1; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
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THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (11)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR TWO (2) EXTERNAL FULL-TIME CLERKS 1 BILINGUAL IN SPANISH

WHEREAS, the Board has a need to hire two (2) external Full-Time Clerks 1 Bilingual in Spanish; and

WHEREAS, the Director has been given authorization to advertise and offer employment, externally, for Two (2) Full-Time Clerks 1 Bilingual in Spanish.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise and offer employment for two (2) external Full-Time Clerks 1 Bilingual in Spanish; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
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SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (12)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT TO PROMOTE ONE INTERNAL INDIVIDUAL TO PROVISIONAL FULL-TIME SENIOR DATA PROCESSING PROGRAMMER

WHEREAS, the Board has a need to promote one internal individual to one (1) provisional Full-Time Senior Data Processing Programmer; and

WHEREAS, the Director has been given authorization to advertise, interview, and offer a promotion internally for one (1) provisional Full-Time Senior Data Processing Programmer.

NOW, THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Director to advertise, interview, and offer employment, internally, for one (1) provisional Full-Time Senior Data Processing Programmer; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (13)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

RESOLUTION APPROVING TRANSFER OF PUBLIC ASSISTANCE PROGRAM FROM THE BOROUGH OF MONTVALE

WHEREAS, on August 10, 2023, the Borough of Montvale adopted Resolution No. 173-2023 authorizing the transfer of their Public Assistance Program to the Bergen County Board of Social Services (hereinafter the “Board”) effective September 6, 2023; and

WHEREAS, pursuant to N.J.S.A. 44:8-145-1, the Borough of Montvale may by mutual agreement with Bergen County, transfer to the Board the financial and operational responsibility for the administration of the Public Assistance Program under N.J.S.A. 44:8-107 et seq, to Montvale residents; and

WHEREAS, the Director has reviewed this matter and the transfer of the Public Assistance Program from the Borough of Montvale to the Board effective September 6, 2023 and recommends the approval of same.

NOW, THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services that the transfer of the Public Assistance Program from the Borough of Montvale to the

Bergen County Board of Social Services effective September 6, 2023, be and is hereby approved; and

BE IT FURTHER RESOLVED, that the Board Secretary be and is hereby authorized and directed to forward a copy of this resolution to the Borough of Montvale and the State of New Jersey 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (14)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**RESOLUTION APPROVING REVISION OF LEAVE OF ABSENCE
REQUEST FORM**

WHEREAS, the Bergen County Board of Social Services (hereinafter the “Board”) previously approved an Employee Handbook for its employees which includes a Leave of Absence Request form as an insert; and

WHEREAS, upon further review, the Board desires to revise the Leave of Absence Request form as set forth in accord with the Leave of Absence Request Form, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS the Labor Counsel, Personnel Committee and Director have reviewed the attached revised Leave of Absence Request Form and recommend the approval of same.

NOW, THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services that the revised Leave of Absence Request form attached hereto and incorporated herein by reference be and is hereby approved; and

BE IT FURTHER RESOLVED, that the Director and/or Board Secretary be and are hereby authorized and directed to take all steps necessary to effectuate the insert of the revised Leave of Absence Request form into the Employee Handbook; 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 September 5, 2023.

ATTEST:

SO APPROVED:

ELAINE K. MEYERSON
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ELAINE K. MEYERSON	SECRETARY TREASURER				
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THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
DIANE DECARLO	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
JUNIOR HERNANDEZ	BOARD MEMBER				

No. 2023.9.05 (15)

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 matter 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, specifically with respect to (a) _____ . 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.

_____ 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) _____ . 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 August 2, 2023 that an Executive Session closed to the public shall be held on September 5, 2023 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:

ELAINE K. MEYERSON
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: September 5, 2023