

**Minutes of the Meeting  
of the  
Bergen County Board of Social Services  
June 4, 2024**

**PRESENT:** William E. Connelly, Jr., Chairperson  
Elaine K. Meyerson, Secretary Treasurer  
Susan Silverstein, Assistant Secretary Treasurer  
Tracy S. Zur, B.C. Commissioner, Board Member  
Thomas J. Sullivan, Bergen County Commissioner, Board Member  
Diane DeCarlo, Esq., County Adjuster  
Alexandra Harwin, Esq., Board Member  
Junior Hernandez, Ph.D., Board Member  
John L. Schettino, Esq., General Counsel  
Scott Modery, Director  
Michele M. Darmochwal, Administrative Secretary

**ABSENT:** Randi Duffie, Vice-Chairperson  
Yris Encarnacion, Board Member

A regular meeting of the Bergen County Board of Social Services was scheduled for June 4, 2024 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 June 4, 2024 has been provided in the following manner:

1. By a prominent posting of the schedule of meetings for 2024, 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 24, 2024 and to the Herald News, which was published on January 24, 2024.

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 19, 2024.

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
ELAINE K. MEYERSON	SECRETARY TREASURER	X	
SUSAN SILVERSTEIN	ASSISTANT SECRETARY TREASURER	X	
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X	
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X	
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X	
YRIS ENCARNACION	BOARD MEMBER		X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X	
JUNIOR HERNANDEZ, Ph.D.	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 Alexandra Harwin, 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
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	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 Tracy S. Zur, seconded by Junior Hernandez, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

**Adoption of Minutes:**

**(a) Open Session Minutes of May 7, 2024**

Chairman William E. Connelly requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of May 7, 2024 was offered by Susan Silverstein, 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
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER			X	
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

Geraldine Nestrowitz, Supervising Accountant, was present. She reported on the Bill's List and Schedule of Vouchers.

**Treasurer's Report:**

**(a) Bills List and Schedule of Vouchers:**

Chairman William E. Connelly requested a motion to approve the Bill's List and Schedule of Vouchers. A motion to approve the Bill's List and Schedule of Vouchers was offered by Alexandra Harwin, seconded by Junior Hernandez, and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
ELAINE K. MEYERSON	SECRETARY TREASURER	X			



SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	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 April 2024 was 332 and March 2024 was 355 and compared to one year ago it went down 48 cases. SNAP (Supplemental Nutrition Assistance Program) caseload for April 2024 was 24,000 and March 2024 was 23,868 and compared to one year ago it went up by 1,581 cases. GA (General Assistance) caseload for April 2024 was 552 and March 2024 was 528 and compared to one year ago it went up by 125 cases. In regard to Medicaid, there were 45,788 individuals in April 2024 and in March 2024 there were 46,788 individuals a decrease of 1,000 individuals.

Burial stats are as follows: 36 inquires, 22 approved, and 1 denial. The agency paid out \$95,044.00 and recovered \$3,362.50.

In April 2024, the agency received 1,695 applications for cash and SNAP applications and 2,009 Medicaid applications for a total of 3,704. In March 2024, the agency received 1,618 applications for cash and SNAP applications and 2,048 Medicaid applications for a total of 3,666.

Our Emergency Assistance Unit assisted homeless individuals and families. Currently, we have 8 individuals/families in motels. We have 22 families in the HEARTS Program, 9 in the Emergency Shelter, and 13 in TANF/Bridge side. We have 9 families placed at the Center for Hope and Safety (DV shelter). We had 46 Emergency Assistance applications and 87 clients on Temporary Rental Assistance. We had 39 placements as referrals from 211. We have 240 active DDD cases. The Adult Protective Service (APS) Unit received 94 referrals and currently have 27 open cases.

**(b) Memoranda to the Board**

Scott Modery reported that to welcome Summer, our two Administrators and Assistant Administrator (Yvonne Jordan, Allan Larobardier, & Marlita Margono) delivered ice cream to all agency staff at the end of the day on the Friday before Memorial Day. We are increasing the SNAP E&T (Employment and Training) payment issued to clients to \$78. Some of these payments will appear on the vouchers list but most are issued through State systems. Historically, we have issued \$76 per month based upon the cost of a two-zone bus pass, which gives clients access to most of

Bergen County. A two-zone bus pass is now \$78. This increase has no impact on County funding and after a conversation with the Board attorney we have agreed that no resolution is necessary for this change. Our negotiations have culminated in a signed Memorandum of Agreement with CWA 1031. Negotiations are ongoing with CWA 1089. We await a signed contract, which will likely be presented for resolution and signature at the July meeting. The 2023 Fiscal agency audit officially began the week of May 13<sup>th</sup>. Based upon past history the entire audit should take approximately four to six weeks. On May 23<sup>rd</sup> and May 24<sup>th</sup>, the Department of Family Development (DFD) provided Customer Service Training in four sessions at our facility. Over one hundred BCBSS employees attended the training.

**Chairman's Report**

No report.

**Committee Reports:**

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

Alexandra Harwin reported from May 1 to May 31, 2024 the agency received Medicaid recoveries in the amount of \$1,232.32 and the year-to-date 2024 is \$40,492.98. One case was referred to the Prosecutor's office during the month of May.

**(b) Audit & Budget Committee**

No report.

**(c) Building & Grounds Committee**

A discussion will be held in Closed Session.

**(d) Personnel Committee**

Elaine K. Meyerson reported one item will be discussed in Closed Session.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**(a) Next Board Meeting Date**

The next Board Meeting is scheduled to be held in person on **Tuesday, July 2, 2024 at 4:30 p.m.**

**Action Items:**

**Resolutions:**



- (a) 2024.6.04 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
- (b) 2024.6.04 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
- (c) 2024.6.04 (3) – Resolution Authorizing a Promotion for One Internal Full-Time Human Services Aide to Full-Time Human Services Specialist 1
- (d) 2024.6.04 (4) – Resolution Authorizing a Promotion for One Internal Full-Time Human Services Aide to Full-Time Human Services Specialist 1
- (e) 2024.6.04 (5) – Resolution Approving Service Animal Policy
- (f) 2024.6.04 (6) – 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 approve Resolutions (a) through (e) on the agenda was offered by Alexandra Harwin, 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
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

A motion to discuss and approve Resolution (f) 2024.6.04 (6) 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 Commissioner Tracy S. Zur, seconded by Diane DeCarlo, Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

The Board went into Closed Session at 4:55 p.m.

**CLOSED SESSION:**

The Board went into Closed Session to discuss personnel, building issues, negotiations, and Closed Session minutes. 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 15 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 5:15 p.m.

**Adoption of Minutes:**

A motion to approve the Closed Session minutes of May 7, 2024 was offered by Susan Silverstein, 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
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER			X	
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

A motion to approve adding Juneteenth to the Holiday List for all staff 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
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

Chairman William E. Connelly requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:15 p.m. was offered by Alexandra Harwin, seconded by Diane DeCarlo, Esq., and approved as follows:

MEMBERS	TITLE	AYE	NAY	ABSTAIN	ABSENT
WILLIAM E. CONNELLY	CHAIRPERSON	X			
RANDI DUFFIE	VICE CHAIRPERSON				X
ELAINE K. MEYERSON	SECRETARY TREASURER	X			
SUSAN SILVERSTEIN	ASST. SECRETARY TREASURER	X			
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER	X			
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER	X			
DIANE DECARLO, ESQ.	COUNTY ADJUSTER	X			
YRIS ENCARNACION	BOARD MEMBER				X
ALEXANDRA HARWIN, ESQ.	BOARD MEMBER	X			
JUNIOR HERNANDEZ, Ph.D.	BOARD MEMBER	X			

Respectfully submitted,

  
 Scott Modery  
 Director