

**Minutes of the Meeting
of the
Bergen County Board of Social Services
July 2, 2024**

PRESENT: Susan Silverstein, Assistant Secretary Treasurer
Tracy S. Zur, B.C. Commissioner, Board Member
Diane DeCarlo, Esq., County Adjuster
Yris Encarnacion, Board Member
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: William E. Connelly, Jr., Chairperson
Randi Duffie, Vice-Chairperson
Elaine K. Meyerson, Secretary Treasurer
Thomas J. Sullivan, Bergen County Commissioner, Board Member

A regular meeting of the Bergen County Board of Social Services was scheduled for July 2, 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 July 2, 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:

In Chairman William E. Connelly’s absence Susan Silverstein chaired the meeting.

Flag Salute

Susan Silverstein 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

Susan Silverstein 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, 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
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, Susan Silverstein 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 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			

Adoption of Minutes:

(a) **Open Session Minutes of June 4, 2024**

Susan Silverstein requested a motion to adopt the Open Session minutes. A motion to adopt the Open Session minutes of June 4, 2024 was offered by Diane DeCarlo, Esq., seconded by Alexandra Harwin, 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			

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:**

Susan Silverstein 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 Yris Encarnacion, 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
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 May 2024 was 314 and April 2024 was 332 and compared to one year ago it went down 71 cases. SNAP (Supplemental Nutrition Assistance Program) caseload for May 2024 was 23,810 and April 2024 was 24,000 and compared to one year ago it went up by 1,052 cases. GA (General Assistance) caseload for May 2024 was 542 and April 2024 was 552 and compared to one year ago it went up by 121 cases. In regard to Medicaid, there were 44,259 individuals in May and 45,788 individuals in April 2024 a decrease of 1,529 individuals.

Burial stats are as follows: 35 inquires, 29 approved, and 0 denials. The agency paid out \$78,103 and recovered \$862.44.

In May 2024, the agency received 1,668 applications for cash and SNAP applications and 1,916 Medicaid applications for a total of 3,584. 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.

Our Emergency Assistance Unit assisted homeless individuals and families. Currently, we have 5 individuals/families in motels. We have 23 families in the HEARTS Program, 11 in the Emergency Shelter, and 12 in TANF/Bridge side. We have 9 families placed at the Center for Hope and Safety (DV shelter). We had 51 Emergency Assistance applications and 88 clients on Temporary Rental Assistance. We had 22 placements as referrals from 211. We have 240 active DDD cases. The Adult Protective Service (APS) Unit received 106 referrals and currently have 30 open cases.

(b) Memoranda to the Board

Scott Modery reported that on June 25th Lorraine Slovak and Annette Wilson attended the annual Food Pantry Summit at Bergen Community College. The State, under mandate by the Food and Nutrition Service (FNS), is preparing to release a “SNAP Dashboard”. This dashboard will show statewide statistics as they relate to timeliness, approval rates, and denial reasons. Release was scheduled for June but has been pushed back to August. Snapshots of what the dashboard will look like were distributed with the memorandum to the Board Members. We are entering our first period

since Medicaid unwinding when cases with grace periods and extensions to provide data will expire. This means that there will be a significant number of cases which will more than likely close in the next few months. NJAC is voicing support and is encouraging counties to adopt resolutions supporting online legal notices. We look forward to being able to electronically publish information. The practice of requiring publishing in printed newspaper publications is in need of updating. Yvonne Jordan and Marlita Margono visited the Community Food Bank Food Pantry at the Greater Bergen Community Action Unity Health Center on Monday, July 1st. They were very impressed with the facility. We will be publicizing the facility with some postings in our lobbies, and we are evaluating a posting location for our website. A link to explore more information about the facility was distributed with the memorandum to the Board Members. At our June 4th Board meeting there was a request for some additional statistics across various programs. The most recent monthly data analysis provided by the Department of Family Development was distributed with the memorandum to the Board Members.

Chairman's Report

No report.

Committee Reports:

(a) Welfare, Fraud, and Abuse Committee

Alexandra Harwin reported from June 1 to June 30 the agency received Medicaid recoveries in the amount of \$4,633.22 and the year-to-date 2024 is \$45,126.20. No fraud referrals sent to the Prosecutor's office during the month of June.

(b) Audit & Budget Committee

No report.

(c) Building & Grounds Committee

A discussion will be held in Closed Session.

(d) Personnel Committee

Susan Silverstein reported that the Personnel Committee did not meet this month but reviewed the personnel requests.

OLD BUSINESS:

None

NEW BUSINESS:

None

(a) Next Board Meeting Date

The next Board Meeting is scheduled to be held in person on **Tuesday, August 6, 2024 at 4:30 p.m.**

Action Items:

Resolutions:

- (a) 2024.7.02 (1) – Resolution Authorizing an Offer of Employment for Two Internal Full-Time Human Services Specialists 1 from the N.J. Civil Service Certification List
- (b) 2024.7.02 (2) – Resolution Authorizing a Change in Employment for One Internal Part-Time Human Services Aide, Part-Time Human Services Aide Bilingual in Spanish, Full-Time Clerk 1, Full-Time Clerk 1 Bilingual in Spanish, Full-Time Records Support Technician 1, Full-Time Mail Clerk, Full-Time Data Entry Operator, Full-Time Keyboarding Clerk 1, or Full-Time Keyboarding Clerk 1 Bilingual in Spanish to One Full-Time Human Services Aide Bilingual in Spanish
- (c) 2024.7.02 (3) – Resolution Authorizing a Change in Hours for One Internal Part-Time Clerk 1 Bilingual in Spanish to Full-Time Clerk 1 Bilingual in Spanish
- (d) 2024.7.02 (4) – Resolution Authorizing the Advertisement and Offer of Employment for One External Part-Time Clerk 1 Bilingual in Spanish
- (e) 2024.7.02 (5) – Resolution Approving Labor-Management Relations Agreement with CWA 1031
- (f) 2024.7.02 (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, 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
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) 2024.7.02 (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 Yris Encarnacion, 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
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 4:40 p.m.

CLOSED SESSION:

The Board went into Closed Session to discuss building issues 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 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 5:10 p.m.

Adoption of Minutes:

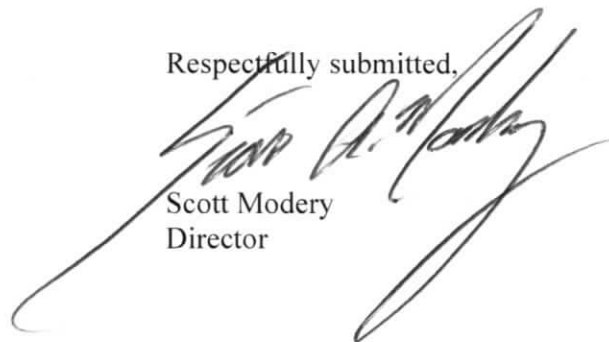
A motion to approve the Closed Session minutes of June 4, 2024 was offered by Commissioner Tracy S. Zur, seconded by Alexandra Harwin, Esq., and approved as follows:

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			

Susan Silverstein requested a motion to adjourn the meeting. With no further business to conclude, a motion to adjourn the meeting at approximately 5:10 p.m. was offered by Commissioner Tracy S. Zur, seconded by Yris Encarnacion, 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