

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES
MARCH 14, 2024 BOARD MEETING MINUTES**

Ms. Blackwell opened the meeting by reading a statement of compliance with the Open Public Meetings Act of 1975.

A motion was made by Commissioner Azcona-Barber, seconded by Mr. Marozine approving the Minutes of the previous meeting as distributed. The motion was adopted. SC EM

A motion was made by Commissioner Azcona-Barber, seconded by Mr. Marozine, ratifying transactions accomplished by direction and authority of the Director from February 8, 2024 to March 13, 2024. The motion was unanimously adopted.

A motion was made by Commissioner Azcona-Barber, seconded by Ms. Rodriguez, approving the Treasurer's Financial Report. The motion was unanimously adopted.

A motion was made by Commissioner Azcona-Barber, seconded by Mr. Marozine, authorizing the requisitioning of funds. The motion was unanimously adopted.

A motion was made by Ms. Rodriguez, seconded by Commissioner Azcona-Barber, approving the payment of bills as listed. The motion was unanimously adopted.

COMMUNICATIONS:

Each Board member was sent a copy of correspondence received by the Board since the January 11, 2024 meeting.

Certification lists were received from the Civil Service Commission for the titles of Social Service Technician, Bilingual Urdu/English and Administrative Supervisor for Income Maintenance.

OLD BUSINESS:

Copies of the State Statistics Report for the months of December 2023 and January 2024 were submitted to the Board for review. These reports are issued by the Division of Family Development and provide statistics on the NJSNAP, TANF, GA and Child Support programs. The January 2024 report shows the WFNJ/TANF caseload in Middlesex County was 598 families (1,546 persons); the SNAP food stamps caseload was 29,636 households (54,828 persons); and 628 General Assistance cases were active.

Staff reports on New Applications in February 2024 showed 315 TANF applications; 492 TANF applications, and 1,574 applications for SNAP. SNAP recertifications totaled 1,534 in February.

A copy of the Medicaid Statistics Report for the month of February 2024 was submitted to the Board for review. The report shows a total of 48,456 individuals were due for redetermination. Approximately 26% of our redeterminations are overdue. The statistics show that almost a third of all counties in NJ have an overdue rate above 20%. Over half the counties have an overdue rate of 15% or greater.

NEW BUSINESS:

CWA, Local 1032:

Naima Divine, one of the Chief Stewards for CWA, Local 1032, informed the Board that stewards of the Union will be attending monthly meetings of the Board. She requested copies of the Board Meeting Minutes and Agendas for the months of November 2023 through February 2024. She informed the Board of an issue with traffic control at the end of the business day. Chairman Blackwell asked Director Harkay to communicate with the department providing traffic control services.

Public Input:

Charles Kratovil, of New Brunswick and the editor of *New Brunswick Today*, requested clarity on Resolution 24-029. Chairperson Blackwell said the Resolution is being voted on to follow suit with other boards and commissions and allows for the public to have 5 minutes for comments at two points during the meeting. She said the Board will continue to allow for remote meeting participation. Mr. Kratovil asked about the public contract being terminated as per Resolution 24-031. Chairperson Blackwell explained that the resolution addressed the Board's general counsel and explained that the Board would be engaging other previously appointed counsel to perform those duties. Mr. Kratovil asked if there is any change in Ms. Harkay's appointment as Director. Chairperson Blackwell said no.

RESOLUTIONS:

Consent Agenda:

#24-023 Approval of payrolls from March 16, 2024 to March 31, 2024 and from April 1, 2024 to April 15, 2024

#24-024 Approval of overtime payroll from March 1, 2024 to March 31, 2024

#24-025 Accept proposal of Trane Building Services to provide annual maintenance services to the four (4) Trane rooftop HVAC units from March 1, 2024 to February 28, 2026

#24-026 Accept proposal of OnPoint Landscaping & Design, LLC to provide landscape maintenance services from April 15, 2024 to November 15, 2024

#24-027 Accept proposal of Donnie D's Tile & Remodeling, LLC, to remove and repair terrazzo tile in employee entrance lobby area

#24-028 Approve amendment to the 2024 Operating Budget

#24-029 Establish the limits for public participation at Board meetings

#24-030 Approval of Personnel Report

REQUESTS FOR LEAVES OF ABSENCE

Restivo, Giuseppe	Storekeeper 1	04/08/24 - 07/01/24
Gibson-Young, Contrinia A.	Human Services Specialist 3	02/26/24 - 03/04/24

NEW HIRES

Colon Gonzalez, Aldo	Clerk 1, Temporary	\$39,015	03/06/24
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Felix, Michelle	Clerk 1, Bilingual S/E, Temporary	\$39,015	03/06/24
George, Evenec M.	Human Services Aide, BL AE, Temporary	\$42,920	03/06/24
Janocko, Marissa	Human Services Aide, Temporary	\$42,920	03/06/24
Malena, Issel E.	Human Services Aide, BL SE, Temporary	\$42,920	03/06/24
Marcus, Jasmine	Human Services Aide, Temporary	\$42,920	03/06/24
Watson-Lombardi, Charlene	Human Services Aide, Temporary	\$42,920	03/06/24

PERMANENT APPOINTMENTS:

Khawaja, Maryam	Social Service Tech, BL, U/E, Perm	\$54,202	03/12/23
Herbst, Kimberly	Human Services Aide, Permanent	\$42,920	02/15/24
Gibson-Young, Contrinia A.	Human Services Specialist 3, Perm	\$94,595	03/11/24

PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE:

Pena, Eddy	Clerk 2, Bilingual S/E, Provisional	\$43,010	02/06/24
Gawron, Kimberly	Human Services Aide, Permanent	\$53,854	02/21/24
Gould, Scott	Senior Security Guard, Provisional	\$63,853	02/21/24

RESIGNATIONS:

Bacorn, Michael	Supervising Security Guard		02/29/24
Benigno, Sherry L.	Clerk 3		02/15/24
Cruz, Nazaretly M.	Human Services Aide		03/04/24

TERMINATIONS:

Oels, William C.	Investigator, County Welfare Agency		02/13/24
George, Evenec M.	Human Services Aide		03/12/24

#24-031 Resolution on professional legal services contract termination

A motion was made by Commissioner Koppel, seconded by Commissioner Azcona-Barber, adopting the Consent Agenda, consisting of Resolutions #24-023 through #24-031. The motion was unanimously adopted.

A motion was made by Commissioner Koppel, seconded by Ms. Coleman to go into Closed Session to discuss Client Reimbursement to the Board and Protective Payees

A motion was made by Commissioner Koppel, seconded by Mr. Marozine to go into Closed Session to discuss Personnel Matters. The motion was unanimously adopted.

Members of the public left the room.

The Board entered Closed Session.

RETURN TO PUBLIC SESSION

REPORT ON ACTIONS

Ms. Harkay said the Board discussed a client reimbursement. Mr. Trent said the Board also discussed Personnel matters.

PUBLIC INPUT

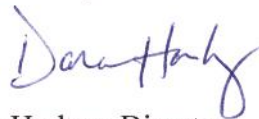
Mr. Kratovil asked Commissioners Azcona-Barber and Koppel why they missed the December meeting of the Board. Commissioner Azcona-Barber said more dialogue will occur between Administration and the Board Members. The commissioners said they had no additional comments.

ADJOURNMENT

There being no further business before the Board, a motion to adjourn the meeting was made by Ms. Rodriguez, seconded by Mr. Marozine. The motion was unanimously adopted.

The meeting adjourned at 10:36 AM.

Respectfully submitted,



Dara Harkay, Director

