

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES
JUNE 24, 2024 SPECIAL BOARD MEETING MINUTES**

Chairperson Barbara 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 Sandra Coleman, approving the Minutes of the previous meeting as distributed. The motion was unanimously adopted.

A motion was made by Commissioner Azcona-Barber, seconded by Janelle Rodriguez, ratifying transactions accomplished by direction and authority of the Director from May 9, 2024 to June 12, 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 Ms. Rodriguez, seconded by Suchitra Kamath, authorizing the requisitioning of funds. The motion was unanimously adopted.

A motion was made by Ms. Rodriguez, seconded by Ms. Kamath, 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 May 9, 2024 meeting.

OLD BUSINESS:

Copies of the State Statistics Report for the month of April 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 report shows the WFNJ/TANF caseload in Middlesex County was 622 families (1,619 individuals); the SNAP food stamps caseload was 30,229 households (55,734 individuals); and 702 General Assistance cases were active.

Staff reports on New Applications in May 2024 showed 252 TANF applications; 534 GA applications, and 1,412 applications for SNAP. SNAP recertifications totaled 2,257 in May. In May, our receptionists attended to 3,064 individuals, with 462 of them visiting the Perth Amboy office. During the month, our call center answered 10,069 calls.

A copy of the Medicaid Redetermination Report for the month of May 2024 was submitted to the Board for review. The report shows a total caseload of 45,524 individuals. Approximately 37% of our redeterminations are overdue.

NEW BUSINESS:

PUBLIC COMMENT

There was no public comment.

A motion was made by Ms. Coleman, seconded by Commissioner Azcona-Barber, to discuss personnel matters, client reimbursements and protective payees, and attorney-client privileged communications in closed session. The motion was unanimously adopted.

A motion was made by Ms. Coleman, seconded by Commissioner Azcona-Barber, to go into Closed Session. The motion was unanimously adopted.

RETURN TO PUBLIC SESSION

RESOLUTIONS (CONSENT AGENDA):

#24-040 Approval of Payrolls from June 16, 2024 to June 30, 2024, and from July 1, 2024 to July 15, 2024

#24-041 Confirm Overtime Payroll from May 1, 2024 to May 31, 2024

#24-042 Accept Proposal of SHI to upgrade the computer operating system to Office 365 and to perform the maintenance thereof (New Jersey Cooperative Purchasing Alliance)

#24-043 Approval of Memorandum of Understanding with the Middlesex County Workforce Development Board for continued participation in the One-Stop Workforce Delivery Service System through June 30, 2027

#24-044 Approval to retain Universal Protection Service (d/b/a Allied Universal) to provide trained and licensed security personnel required by the Board of Social Services (State Contract)

#24-045 Authorize the continuation of the contract with Rutgers University Behavioral Health Care to operate the Board's Employee Assistance Program for the period of July 1, 2024 to June 30, 2025

#24-046 Approval of the Personnel Report:

LEAVES OF ABSENCE

Landin, Sharonda	Social Services Technician	06/06/24 – 08/14/24
Reid, Nikisha	Clerk 2	05/09/24 – 05/24/24
Purcell, Alisha M.	Human Services Specialist 2	06/17/24 – 08/07/24
Miara, Amanda K.	Human Services Specialist 1	06/12/24 – 09/05/24
Bencosme, Jessica	Human Services Aide, Bilingual, S/E	06/04/24 – 07/09/24
Opalinski, Diane	Clerk 2	05/30/24 – 09/01/24

NEW HIRES

Marshall, McKenzie Olivia	Human Services Aide, Temporary	\$42,920	06/07/24
Roach, Tanika A.	Human Services Aide, Temporary	\$42,920	06/06/24
Iyer, Indumathy	Clerk 1, Temporary	\$39,015	06/06/24
Guillen, Solangy A.	Human Services Aide, Bilingual, S/E, Temp	\$42,920	06/06/24
Williams, Kimberly P.	Human Services Aide, Temporary	\$42,920	06/06/24
Cruz, Cristina M.	Human Services Aide, Temporary	\$42,920	06/06/24

PERMANENT APPOINTMENTS:

Rivera, Veronica	Social Services Technician	\$58,794	06/03/24
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PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE:

Torres, Francisco	Clerk 3, Bilingual, S/E, Provisional	\$70,263	06/06/24
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TERMINATIONS:

Connolly, Jacqueline L.	Clerk 2		06/07/24
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Ms. Blackwell asked if any Board Member had any questions on the resolutions. There were none.

A motion was made by Ms. Coleman, seconded by Suchitra Kamath, to adopt the Consent Agenda, consisting of Resolutions #24-040 through #24-046. The motion was unanimously approved.

PUBLIC COMMENT

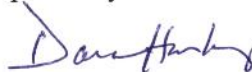
There was no public comment.

ADJOURNMENT

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

The meeting adjourned at 12:10 PM.

Respectfully submitted,



Dara Harkay, Director

