

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES  
AUGUST 8, 2024 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 Ms. Sandra Coleman, seconded by Commissioner Leslie Koppel, approving the Minutes of the previous meeting as distributed. Mr. Eric Marozine abstained. The motion was adopted.

A motion was made by Ms. Suchitra Kamath, seconded by Mr. Marozine, ratifying transactions accomplished by direction and authority of the Director from July 11, 2024 to August 7, 2024. The motion was unanimously adopted.

A motion was made by Commissioner Koppel, seconded by Mr. Marozine, approving the Treasurer's Financial Report. The motion was unanimously adopted.

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

A motion was made by Commissioner Azcona-Barber, seconded by Mr. Marozine, 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 July 11, 2024 Special Meeting of the Board.

**OLD BUSINESS:**

Staff reports on New Applications in July 2024 showed 376 TANF applications; 581 GA applications, and 1,534 applications for SNAP. SNAP recertifications totaled 2,158 in July. In July, our receptionists assisted 3,498 individuals, with 470 of them visiting the Perth Amboy office. During the month, our call center answered 11,438 calls.

A copy of the Medicaid Redetermination Report for the month of July 2024 was submitted to the Board for review. The report shows a total caseload of 43,971 individuals. Approximately 40% of our redeterminations are overdue.

**NEW BUSINESS:**

**PUBLIC COMMENT**

There were no public comments.

A motion was made by Ms. Coleman to discuss personnel matters, client reimbursements and protective payees, and attorney-client privileged communications in closed session. A roll-call vote was taken. The motion was unanimously adopted.

A motion was made by Commissioner Koppel, seconded by Commissioner Azcona-Barber to go into Closed Session. A roll-call vote was taken. The motion was unanimously adopted.

RETURN TO PUBLIC SESSION

RESOLUTIONS:

**#24-055** Approval of payrolls from August 16, 2024 to August 31, 2024, and from September 1, 2024 to September 15, 2024

**#24-056** Confirm overtime payroll from July 1, 2024 to July 31, 2024

**#24-057** Authorize membership of the Middlesex County Board of Social Services into the Hunterdon County Educational Services Commission Cooperative Purchasing Program

**#24-058** Authorize purchase of 100 HP laser jet toner cartridges from SHI (State Contract)

**#24-059** approval of the Personnel Report

**REQUESTS FOR LEAVES OF ABSENCE**

Severino, Bielka	Social Services Technician, Bilingual, S/E	09/06/24 – 11/06/24
Kershaw, Amanda A.	Social Services Technician	07/17/24 – 08/14/24
Landin, Sharonda	Social Services Technician	08/14/24 – 11/12/24
Bautista, Jesenia	Human Services Specialist 4, Bilingual, S/E	07/24/24 – 08/08/24
Purcell, Alisha M.	Human Services Specialist 2	08/05/24 – 08/26/24

**NEW HIRES**

Allotey, Shannon N.	Human Services Aide, Temporary	\$42,920	07/22/24
Batista, Ruby	Human Services Aide, Bilingual, S/E, Temporary	\$42,920	07/22/24
Jerez, Jessica K.	Human Services Aide, Bilingual, S/E, Temporary	\$42,920	07/22/24
Dukes, Ayanna S.	Human Services Aide, Temporary	\$42,920	07/22/24

**PERMANENT APPOINTMENTS**

Watson, Danielle G.	Human Services Aide, Permanent	\$42,920	07/16/24
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**PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE**

Amato, Kim M.	Clerk 2, Permanent	\$51,351	07/25/24
Jacovinich, Ava	Social Services Technician, Provisional	\$51,907	08/06/24
Lin, Helena	Social Services Technician, Provisional	\$51,907	08/06/24
Colon Gonzalez, Aldo	Clerk 1, Bilingual, S/E, Temporary	\$39,015	08/06/24
DeLeon, Denise	Social Services Technician, Provisional	\$70,263	08/06/24
Patel, Hiralben	Human Services Specialist 1, Bilingual, Hindi/Eng, Prov.	\$60,507	08/06/24

**RESIGNATIONS**

Fehl, Andrew M.	Human Services Specialist 2	07/30/24
De La Cruz, Wendy	Human Services Specialist 2, Bilingual, S/E	07/15/24

**TERMINATIONS**

Batista, Ruby	Human Services Aide, Bilingual, S/E, Temporary	07/22/24
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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 Mr. Marozine, seconded by Commissioner Koppel, to adopt the Consent Agenda, consisting of Resolutions #24-055 through #24-059. 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 Mr. Marozine and seconded by Commissioner Koppel. The motion was unanimously adopted.

The meeting adjourned at 10:11 AM.

Respectfully submitted,

  
Dara Harkay, Director

