

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES
DECEMBER 12, 2024 BOARD MINUTES**

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

Roll Call was taken. Board Members attending were: Chairperson Blackwell, Vice Chairperson Sandra Coleman, Eric Marozine, Commissioner Claribel Azcona-Barber, and Commissioner Leslie Koppel.

A motion was made by Sandra Coleman, seconded by Commissioner Koppel, approving the Minutes of the previous meeting as distributed. The motion was unanimously adopted.

A motion was made by Ms. Coleman, seconded by Commissioner Azcona-Barber, ratifying transactions accomplished by direction and authority of the Director from November 15, 2024 to December 12, 2024. The motion was unanimously adopted.

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

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

A motion was made by Eric Marozine, 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 November 14, 2024 Meeting of the Board.

OLD BUSINESS:

Copies of the State Statistics Report for the month of October 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 October report (the latest available) shows the WFNJ/TANF caseload in Middlesex County was 654 families (1,693 individuals); the SNAP food stamps caseload was 31,649 households (58,210 individuals); and 836 General Assistance cases were active.

Staff reports on new applications in November 2024 showed 321 TANF applications; 516 GA applications, and 1,352 applications for SNAP. SNAP recertifications totaled 1,852 in November. In November, our receptionists assisted 3,011 individuals, with 457 of them visiting the Perth Amboy office. During the month, our call center answered 9,239 calls.

A copy of the Medicaid Redetermination Report for the month of November 2024 was submitted to the Board for review. The report shows a total caseload of 43,876 individuals. Approximately one-half of our redeterminations are overdue.

NEW BUSINESS:

PUBLIC COMMENT

Jennifer Johnson, CWA Local 1032, introduced Anthony Tepedino, a supervisor in the SNAP Department and a member of CWA Local 1032. Mr. Tepedino presented a petition signed by members of the union local requesting respect from the Board and Administration throughout the contract negotiation process. Approximately 20 members of the union were in attendance, but did not speak.

Toni Servance, a member of the public, stated she cannot leave a message or talk to an employee when she calls. At times, she said, she has waited an hour to speak with someone. She is hoping recipients can get employment at the Board. Ms. Harkay told Ms. Servance that the matter would be looked into.

Ms. Blackwell moved to discuss personnel matters, the workers compensation report, and attorney-client privileged communications in closed session. A roll call vote was taken. The motion was unanimously adopted.

A motion was made by Mr. Marozine, seconded by Ms. Coleman, to go into Closed Session. The motion was unanimously adopted.

RETURN TO PUBLIC SESSION

RESOLUTIONS:

#24-085 APPROVAL OF PAYROLLS FROM DECEMBER 16, 2024 TO DECEMBER 31, 2024, AND FROM JANUARY 1, 2025 TO JANUARY 15, 2025

#24-086 CONFIRM OVERTIME PAYROLL FROM NOVEMBER 1, 2024 TO NOVEMBER 30, 2024

#24-087 APPROVAL OF AGREEMENT TO ENGAGE APRUZZESE, MCDERMOTT, MASTRO & MURPHY TO PROVIDE PROFESSIONAL LEGAL SERVICES FOR THE PERIOD OF JANUARY 1, 2025 TO DECEMBER 31, 2025

#24-088 APPROVAL OF AGREEMENT TO ENGAGE APRUZZESE, MCDERMOTT, MASTRO & MURPHY FOR THE PROVISION OF PROFESSIONAL LEGAL SERVICES IN THE AREA OF CONTRACT NEGOTIATIONS AND OTHER LABOR MATTERS FOR THE PERIOD OF JANUARY 1, 2025 TO DECEMBER 31, 2025

#24-089 APPROVAL OF AGREEMENT TO ENGAGE HOAGLAND, LONGO, MORAN, DUNST & DOUKAS, LLP FOR THE PROVISION OF PROFESSIONAL LEGAL SERVICES IN CONNECTION WITH REPRESENTATION AT CHILD SUPPORT HEARINGS AND OTHER RELATED MATTERS FOR THE PERIOD OF JANUARY 1, 2025 TO DECEMBER 31, 2025

#24-090 ACCEPT PROPOSAL OF WITHUM SMITH & BROWN TO PERFORM 2024 ANNUAL AUDIT OF THE ACCOUNTS OF THE MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES

#24-091 APPROVAL TO HIRE OMNIA PARTNERS (f/k/a US COMMUNITIES) FOR TEMPORARY STAFFING SERVICES THROUGH ACRO SERVICE CORP. (CONTRACT #16111) FOR ONE (1) YEAR COMMENCING JANUARY 1, 2025

#24-092 ACCEPT PROPOSAL OF UNICORN HCM TO RENEW THE PAYROLL SYSTEM CONTRACT FOR A TERM OF THREE (3) YEARS COMMENCING JANUARY 1, 2025 (PROPRIETARY SOFTWARE)

#24-093 ACCEPT PROPOSAL OF COMMERCIAL INTERIORS DIRECT, INC TO REPLACE FLOORING AT 181 HOW LANE, NEW BRUNSWICK AT A TOTAL COST OF \$126,320.51 (HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE)

#24-094 ACCEPT PROPOSAL OF PARAMOUNT FACILITY MANAGEMENT SOLUTIONS FOR THE FURNISHING AND INSTALLATION OF VARIOUS FURNITURE AND FIXTURES AT A COST OF \$9,750.00 AT 181 HOW LANE, NEW BRUNSWICK

#24-095 ACCEPT PROPOSAL OF SHI TO COMPLETE COMPUTER SECURITY AUDIT SERVICES AT A TOTAL OF \$9,130.00 (NEW JERSEY COOPERATIVE PURCHASING ALLIANCE)

#24-096 ACCEPT PROPOSAL OF SHI FOR UPGRADE AND SUPPORT OF VIDEO MANAGEMENT SOFTWARE (NEW JERSEY COOPERATIVE PURCHASING ALLIANCE)

#24-097 APPROVAL TO CARRY OVER UNUSED ACCUMULATED VACATION TIME

#24-098 ACCEPT PROPOSAL OF TRANE TO PROVIDE INSPECTION, MONITORING AND MAINTENANCE SERVICES ON THE HVAC SYSTEM AT 181 HOW LANE, NEW BRUNSWICK FOR A ONE-YEAR TERM COMMENCING JANUARY 1, 2025 (PROPRIETARY SOFTWARE)

#24-099 ACCEPT PROPOSAL OF KIMBALL INTERNATIONAL BRANDS FOR THE FURNISHING OF VARIOUS FURNITURE AT A COST OF \$7,886.40 AT 181 HOW LANE, NEW BRUNSWICK (STATE CONTRACT)

#24-100 ACCEPT PROPOSAL OF VIKING TERMITE AND PEST CONTROL TO PROVIDE PEST CONTROL SERVICES AT 181 HOW LANE, NEW BRUNSWICK FOR CALENDAR YEAR 2025

#24-101 ACCEPT PROPOSAL OF WASTE MANAGEMENT TO PROVIDE WEEKLY SINGLE-STREAM RECYCLING SERVICES AT 181 HOW LANE, NEW BRUNSWICK FOR A ONE (1) YEAR PERIOD COMMENCING JANUARY 1, 2025

#24-102 APPROVAL OF PERSONNEL REPORT

REQUESTS FOR LEAVES OF ABSENCE

Schmidt, Nicole	Clerk 1	11/21/24 – 12/23/24
Cepeda, Dorkas	Clerk 2, Bilingual, S/E	12/02/24 – 12/09/24
Almonte, Michelle	Human Services Specialist 2, Bilingual, S/E	12/26/24 – 03/10/25

PERMANENT APPOINTMENTS

Payano, Tiffany	Human Services Specialist 2, Bilingual, S/E	\$66,713	12/06/24
Diaz, Lisa M.	Human Services Specialist 2, Bilingual, S/E	\$79,732	12/06/24
BarrazaRodriguez, Ida	Human Services Specialist 2, Bilingual, S/E	\$66,713	12/06/24
Almonte, Michelle	Human Services Specialist 2, Bilingual, S/E	\$71,921	12/06/24
Delgado, Zahira	Human Services Specialist 2	\$71,921	12/06/24
Selby, Jessica J	Human Services Specialist 2	\$74,525	12/06/24
Figalo, Francesca	Human Services Specialist 2	\$69,317	12/06/24
Sarroca, ArielleMarie	Human Services Specialist 2	\$66,713	12/06/24
Fashaw, Karly M	Human Services Specialist 2	\$77,129	12/06/24
Purcell, Alisha	Human Services Specialist 2	\$69,317	12/06/24
Faitoute, Jeaninne	Human Services Specialist 2	\$69,317	12/06/24
Bruton, Stephanie A.	Human Services Specialist 2	\$69,317	12/06/24
Sherian, Darah	Human Services Specialist 2	\$71,921	12/06/24
Lendel, Karina	Human Services Specialist 1	\$58,146	12/10/24
Tejeda, Jenny	Human Services Specialist 1, Bilingual, S/E	\$60,507	12/10/24
Pozo, Elsy	Human Services Specialist 1, Bilingual, S/E	\$58,146	12/10/24
Tavera, Ana R.	Human Services Specialist 1, Bilingual, S/E	\$65,230	11/29/24
Hernandez-Collado, Livan	Human Services Specialist 1, Bilingual, S/E	\$60,507	12/10/24
Puntiel, Elizabeth	Human Services Specialist 1, Bilingual, S/E	\$62,869	12/10/24
Lora-Abreu, Carlos	Human Services Specialist 1, Bilingual, S/E	\$58,146	12/10/24
Garcia, Yasmin	Human Services Specialist 1, Bilingual, S/E	\$60,507	12/10/24
Patel, Hiralben	Human Services Specialist 1	\$60,507	12/02/24
Solomon, Preethi	Human Services Specialist 1	\$60,507	12/10/24
Fadel, Elias C.	Human Services Specialist 1	\$62,869	12/10/24
Flores, Tashaina J.	Human Services Specialist 1	\$72,314	12/10/24
Colavito, Maria	Human Services Specialist 1	\$67,591	12/02/24
Roach, Tanika A.	Human Services Aide	\$42,920	12/06/24
Williams, Kimberly P.	Human Services Aide	\$42,920	12/06/24
Nunez, Heather	Clerk 4	\$67,814	12/06/24
Iyer, Indumathy	Clerk 1	\$39,015	12/06/24

PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE

Miara, Amanda	Human Services Specialist 2, Permanent	\$66,713	12/06/24
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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 Mr. Marozine, to adopt the Consent Agenda, consisting of Resolutions #24-085 through #24-102. The motion was unanimously approved.

PUBLIC COMMENT

Toni Servance, a member of the public, asked where she could find the agenda. Ms. Harkay said a copy was available on the Agency website.

Jennifer Johnson of CWA Local 1032 said there is a lack of cooperation from the Administration's negotiation team. A session scheduled for December 17, 2024 was cancelled. She said the union is requesting that new positions be opened, that members receive health care cost relief, and increases in paychecks to meet the need. Mr. Trent said multiple negotiation sessions have been held, and that Administration will continue to work through the process.

ADJOURNMENT

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

The meeting adjourned at 10:27 a.m.

Respectfully submitted,



Dara Harkay, Director

