

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES
MEETING AGENDA
OCTOBER 9, 2025**

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT OF 1975

ROLL CALL

APPROVAL OF MINUTES OF PREVIOUS MEETING AS DISTRIBUTED

RATIFICATION OF TRANSACTIONS ACCOMPLISHED BY DIRECTION AND AUTHORITY OF THE DIRECTOR FROM SEPTEMBER 12, 2025 TO OCTOBER 9, 2025

RECEIPT OF TREASURER'S FINANCIAL REPORT

AUTHORIZATION OF FUNDS REQUISITION

RECEIPT OF AND APPROVAL FOR LIST OF BILLS

OLD BUSINESS

- Active Caseload Reports: State Statistics Reports for the months of July 2025 and August 2025 (Latest Available)
- New Applications Report
- Medicaid Caseload Report
- The Civil Service Commission sent a Certification List for the title of Social Worker

NEW BUSINESS

Public Comment: Each member of the public has five minutes to discuss any resolution on the agenda.

APPROVAL TO DISCUSS PERSONNEL MATTERS, WORKERS' COMPENSATION REPORT, AND ATTORNEY-CLIENT PRIVILEGED COMMUNICATIONS IN CLOSED SESSION

MOTION TO GO INTO CLOSED SESSION

RETURN TO PUBLIC SESSION

RESOLUTIONS:

#25-076 APPROVAL OF PAYROLLS FROM OCTOBER 16, 2025 TO OCTOBER 31, 2025 AND FROM NOVEMBER 1, 2025 TO NOVEMBER 15, 2025

#25-077 CONFIRM OVERTIME PAYROLL FROM SEPTEMBER 1, 2025 TO SEPTEMBER 30, 2025

#25-078 APPROVAL TO EXERCISE OPTION TO EXTEND LEASE FOR OFFICE SPACE FOR ONE YEAR COMMENCING JANUARY 1, 2026 AT THE PERTH AMBOY COMMUNITY CENTER, ONE OLIVE STREET, PERTH AMBOY, NJ 08861

#25-079 AWARD CONTRACT TO FERRO MESSENGER SERVICES, 22 LINCOLN PLACE, APT. J, NORTH BRUNSWICK, NJ 08902 FOR COURIER SERVICES REQUIRED BY THE MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES FOR THE PERIOD OF JANUARY 1, 2026 TO DECEMBER 31, 2027

#25-080 AWARD CONTRACT TO CENTRAL JERSEY PROPERTY MAINTENANCE SERVICES, LLC, 105 FRIENDSHIP ROAD, CRANBURY, NJ 08512, FOR SNOW REMOVAL SERVICES REQUIRED BY THE MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES FOR THE PERIOD OF NOVEMBER 1, 2025 TO MAY 31, 2026

#25-081 ACCEPT PROPOSAL OF DALTON EPHC, 318 PAUL ROBESON BOULEVARD, NEW BRUNSWICK, NJ 08901, DATED SEPTEMBER 22, 2025, TO TROUBLESHOOT AND REPAIR FIVE (5) PARKING LOT LIGHT FIXTURES AT A TOTAL COST OF \$6,250

#25-082 ACCEPT PROPOSAL OF MAGIC TOUCH CONSTRUCTION CO., INC., 59 W. FRONT STREET, KEYPORT, NJ 07735, DATED AUGUST 7, 2025, TO REPLACE A HOT WATER RETURN PUMP AT 181 HOW LANE, NEW BRUNSWICK, NJ 08901, AT A TOTAL COST OF \$4,908.10 (BERGEN COUNTY COOPERATIVE)

#25-083 ACCEPT PROPOSAL OF VOIP NETWORKS, 1951 OLD CUTHBERT ROAD, CHERRY HILL, NJ 08034, DATED SEPTEMBER 30, 2025, TO PROVIDE SOFTWARE ASSURANCE FOR THE CLOUD-BASED PHONE SYSTEM AT A TOTAL COST OF \$9,525.92 (PROPRIETARY SOFTWARE)

25-084 ACCEPT PROPOSAL OF SHI, 290 DAVIDSON AVENUE, SOMERSET, NJ 08873, DATED AUGUST 7, 2025, TO PROVIDE A MAINTENANCE AGREEMENT FOR THE VISITOR PASS MANAGEMENT SYSTEM FOR THE PERIOD OF NOVEMBER 1, 2025 TO OCTOBER 31, 2026 AT A TOTAL COST OF \$778.99 (NEW JERSEY COOPERATIVE PURCHASING ALLIANCE)

#24-085 APPROVE MEMORANDUM OF UNDERSTANDING PREPARED BY WOMEN AWARE TO REMAIN A PARTNER IN THE MIDDLESEX COUNTY FAMILY JUSTICE CENTER THROUGH SEPTEMBER 30, 2027

#25-086 AUTHORIZE PURCHASE OF WORK CLOTHING AND FOOTWEAR FROM KEYPORT ARMY & NAVY, PO BOX 985, BRICK, NJ 08723, IN THE AMOUNT OF \$2,005.42 (STATE CONTRACT)

#25-087 APPROVAL OF PERSONNEL REPORT

REQUESTS FOR LEAVES OF ABSENCE

Ayoub, Marleine	Clerk 2	07/22/25 – 07/28/25
Mantilla, Marita	Human Services Specialist 3, Bilingual, S/E	10/06/25 – 10/13/25
Barraza-Rodriguez, Idania	Human Services Specialist 2, Bilingual, S/E	10/01/25 – 12/10/25
Rivera-Drake, Roxann	Clerk 2	09/24/25 – 10/09/25
Robinson, Madelaine	Social Service Technician, Bilingual, S/E	09/11/25 – 09/29/25

NEW HIRES

LeBlanc, Julianna M.	Human Services Aide, Temporary	\$49,300	10/06/25
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PERMANENT APPOINTMENTS

Tejada-Corchada, Dalitza	Social Service Technician, Bilingual, S/E	\$51,691	09/06/25
Morales, Daniel	Social Service Technician, Bilingual, S/E	\$51,691	09/06/25
Ramirez-Garcia, Birney	Social Service Technician, Bilingual, S/E	\$51,691	09/06/25
Collado, Iliana	Social Service Technician, Bilingual, S/E	\$51,691	09/06/25

PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE

Veliz, Stacy	Clerk 2, Bilingual, S/E, Provisional	\$43,010	05/21/25
Torres, Anthony	Clerk 2, Provisional	\$43,010	11/21/24
Schmidt, Nicole	Clerk 2, Provisional	\$43,010	02/21/25

RESIGNATIONS

Onyeukwu, Ifeoma A.	Human Services Aide	09/30/25
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RETIREMENTS

Beutel, Alice J.	Human Services Specialist 2	10/01/25
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TERMINATIONS

Mathews, Joshua J.	Human Services Aide, Temporary	09/23/25
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BOARD DISCUSSION ON RESOLUTIONS

**MOTION TO ADOPT THE CONSENT AGENDA, CONSISTING OF RESOLUTIONS
#25-076 THROUGH #25-087**

PUBLIC COMMENT**ADJOURNMENT**