

MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES OCTOBER 9, 2025 BOARD MEETING MINUTES

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

Roll Call was taken. The following Board Members were in attendance: Barbara Blackwell, Sandra Coleman, Eric Marozine, and Commissioner Azcona-Barber.

A motion was made by Mr. Marozine, seconded by Ms. Coleman, approving the Minutes of the previous meeting as distributed. The motion was adopted.

A motion was made by Mr. Marozine, seconded by Ms. Coleman, ratifying transactions accomplished by direction and authority of the Director from August 15, 2025 to September 11, 2025. The motion was unanimously adopted.

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

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

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

OLD BUSINESS

Copies of the State Statistics Report for the month of August 2025 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 August report, the latest available, shows the WFNJ/TANF caseload in Middlesex County was 1,546 individuals. Food Stamp assistance supported 32,346 households, benefiting a total of 58,831 individuals in August. Additionally, Middlesex County recorded 882 General Assistance cases during the month of August.

Staff reports on new applications in September 2025 showed 368 TANF applications; 519 GA applications, and 1,294 applications for SNAP. SNAP recertifications totaled 1,606 in September. In September, our receptionists assisted 2,946 individuals, with 380 of them visiting the Perth Amboy office. During the month, our call center answered 11,433 calls.

A copy of the Medicaid Redetermination Report for the month of September 2025 was submitted to the Board for review. The report shows a total caseload of 40,909. Approximately 23 percent of our redeterminations are overdue.

The Civil Service Commission sent a Certification List for the title of Social Worker.

NEW BUSINESS

There was no public comment.

A motion was made by Mr. Marozine, and seconded by Ms. Coleman, to discuss personnel matters, the Workers' Compensation Report, and attorney-client privileged communications in 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
Mantilla, Marita

Clerk 2
Human Services Specialist 3, Bilingual, S/E

07/22/25 – 07/28/25
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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Ms. Blackwell asked the Board members if they had questions on any Resolution. There were none.

CONSENT AGENDA

A motion was made by Mr. Marozine, seconded by Commissioner Azcona-Barber, to adopt the Consent Agenda, consisting of Resolutions #25-076 through #25-087. The motion was unanimously approved.

Chairwoman Blackwell requested that the Board pass a resolution, Resolution 25-088, as follows:

WHEREAS, the Middlesex County Board of Social Services and the Middlesex County Welfare Administrative Employees' Organization (MCWAE0), have previously entered into a Collective Negotiations Agreement ("CNA") covering MCWAE0 members employed by the Board, which agreement expired on June 30, 2024; and

WHEREAS, the employee members of MCWAE0 voted to leave MCWAE0 and join the United Service Workers Union, IUJAT, Local 255, which became effective April 2, 2024; and

WHEREAS, the Board and employee members of USWU Local 255 have negotiated a CNA for the period July 1, 2024 to June 30, 2028, the terms of which are set forth in Memoranda of Agreement, which are attached hereto; and

WHEREAS, the approval of said Memoranda of Agreement is in the best interests of the Board;

NOW, THEREFORE, BE IT RESOLVED by the Middlesex County Board of Social Services that the attached Memoranda of Agreement, which sets forth the terms and conditions of employment, with the United Service Workers Union, IUJAT, Local 255 members employed by the Middlesex County Board of Social Services for the period of July 1, 2024 to June 30, 2028, shall be and is hereby approved;

BE IT FURTHER RESOLVED that the Director of this Board shall be and is hereby authorized to execute said Memoranda of Agreement and any other documents required to effectuate the purposes of this resolution.

A motion to pass Resolution 25-088 was moved by Mr. Marozine and seconded by Commissioner Azcona-Barber. The motion was approved.

The Board members had no questions regarding Resolution 25-088.

A roll call vote was taken to approve Resolution 25-088. The Resolution was unanimously approved.

PUBLIC COMMENT

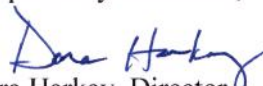
The following member of the public offered comments:
David Blevins

ADJOURNMENT

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

The meeting adjourned at 10:14 a.m.

Respectfully submitted,


Dara Harkay, Director

