

MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES NOVEMBER 13, 2025 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, Suchitra Kamath, Eric Marozine, Janelle Rodriguez, and Commissioner Koppel.

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 October 10, 2025 to November 13, 2025. The motion was unanimously adopted.

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

A motion was made by Mr. Marozine, and seconded by Ms. Kamath, authorizing the requisitioning of funds. The motion was unanimously adopted.

A motion was made by Mr. Marozine, and seconded by Ms. Rodriguez, approving the payment of bills as listed. The motion was unanimously adopted.

OLD BUSINESS

Staff reports on new applications in October 2025 showed 261 TANF applications; 532 GA applications, and 1,075 applications for SNAP. SNAP recertifications totaled 1,937 in October. In October, our receptionists assisted 3,010 individuals, with 354 of them visiting the Perth Amboy office. During the month, our call center answered 11,533 calls.

A copy of the Medicaid Redetermination Report for the month of October 2025 was submitted to the Board for review. The report shows a total caseload of 40,885. Approximately 18 percent of our redeterminations are overdue.

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, Client Reimbursement, and attorney-client privileged communications in closed session. A roll call vote was taken. The motion was unanimously approved.

RETURN TO PUBLIC SESSION

RESOLUTIONS

#25-089 Approval of payrolls from November 16, 2025 to November 30, 2025 and from December 1, 2025 to December 15, 2025

#25-090 Confirm overtime payroll from October 1, 2025 to October 31, 2025

#25-091 Award contract to JCF Capital, LLC, d/b/a Broehl's Lawn Maintenance, 10 14th Street, North Brunswick, NJ, 08902, for snow removal services required by the Middlesex County Board of Social Services for the period of November 13, 2025 to May 31, 2026

#25-092 Rescind resolution #25-080, awarding a contract to Central Jersey Property Maintenance Services, LLC., 105 Friendship Road, Cranbury, NJ 08512, for snow removal services for the period of November 1, 2025 to May 31, 2026 due to inability of vendor to proceed with required contract terms

#25-093 Approval to purchase 200 HP Laser Jet Ink cartridges from WB Mason (State Contract)

#25-094 Approval to make end-of-year purchases

#25-095 Approval of agreement to engage Apruzzese, McDermott, Mastro & Murphy, 25 Independence Blvd., Warren, NJ 07059, to provide professional legal services as Board Counsel for the period of January 1, 2026 to December 31, 2026

#25-096 Approval of agreement to engage Apruzzese, McDermott, Mastro & Murphy, 25 Independence Blvd., Warren, NJ 07059, for the provision of professional legal services in the area of Contract Negotiations and Other Labor Matters for the period of January 1, 2026 to December 31, 2026

#25-097 Approval of agreement to engage Hoagland, Longo, Moran, Dunst & Doukas, LLP, 40 Paterson Street, New Brunswick, NJ 08901, 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, 2026 to December 31, 2026

#25-098 Accept proposal of Holman Frenia Allison (HFA) Certified Public Accountants P.C., 1985 Cedar Bridge Avenue, Suite 3, Lakewood, NJ 08701, to perform the 2025 annual audit of the accounts of the Middlesex County Board of Social Services

#25-099 Authorize the purchase of one (1) 2025 Ford Escape Active from Paramus Ford Inc, d/b/a All American Ford, 375 Route 17 South, Paramus, NJ, 07652, at a total cost of \$35,447.90 (New Jersey Cooperative Purchasing Alliance)

#25-100 Accept proposal of SHI, 290 Davidson Avenue, Somerset, NJ 08873, in the total amount of \$70,872.30 for computer infrastructure hardware, software, and support (State Contract)

#25-101 Accept proposals dated November 4, 2025 and November 6, 2025 in the total amount of \$19,928.40 from Magic Touch Construction Co., 59 W. Front Street, Keyport, NJ 07735, for various electrical repairs at 181 How Lane (New Jersey Cooperative Purchasing Alliance)

#25-102 APPROVAL OF PERSONNEL REPORT

Requests for Leaves of Absence

Randazzo, Julianna	Human Services Specialist 2	10/10/25 – 10/17/25
Rivera-Drake, Roxann	Clerk 2	11/12/25 – 11/17/25
Ayoub, Marleine	Clerk 2	10/24/25 – 04/20/26
Cepeda, Dorkas	Clerk 2, Bilingual, S/E, Temporary	11/06/25 – 12/02/25

New Hires

Hernandez-Acosta, Nicole	Human Services Aide, Bilingual, S/E, Temporary	\$49,300	10/21/25
LaPierre, Darnea B.	Human Services Aide, Temporary	\$49,300	10/21/25
Goldstein, Bryan A.	Human Services Aide, Temporary	\$49,300	10/27/25

Promotion, Reclassification, Title, Salary Change

Tekley, Brittany	Social Worker, Permanent	\$83,132	10/15/25
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Resignations

Heredia, Ivanna	Human Services Aide, Bilingual, S/E	10/31/25
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Terminations

Gibson, Kimberly E.	Human Services Aide	10/24/25
Rutzler, Kayleigh A.	Human Services Aide	10/24/25
Santana, Joiris	Human Service Specialist 2, Bilingual, S/E	11/03/25

Ms. Blackwell asked the Board members if they had questions on any Resolution. There were none.

CONSENT AGENDA

A motion was made by Ms. Rodriguez, seconded by Mr. Marozine, to adopt the Consent Agenda, consisting of Resolutions #25-089 through #25-102. The motion 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 10:12 a.m.

Respectfully submitted,


Dara Harkay, Director

