

**MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES  
MEETING AGENDA  
FEBRUARY 12, 2026**

STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT OF 1975

ROLL CALL

ELECTION OF VACANT OFFICER POSITION PREVIOUSLY TABLED

APPROVAL OF MINUTES OF PREVIOUS MEETING AS DISTRIBUTED

RATIFICATION OF TRANSACTIONS ACCOMPLISHED BY DIRECTION AND AUTHORITY OF THE DIRECTOR FROM JANUARY 9, 2026 TO FEBRUARY 12, 2026

RECEIPT OF TREASURER'S FINANCIAL REPORT

AUTHORIZATION OF FUNDS REQUISITION

RECEIPT OF AND APPROVAL FOR LIST OF BILLS

OLD BUSINESS

- ACTIVE CASELOAD REPORT -- STATE STATISTICS REPORTS FOR THE MONTH OF NOVEMBER 2025 (The latest statistics available)
- NEW APPLICATIONS REPORT
- MEDICAID CASE LOAD REPORT
- COMMUNICATION: Each Board member received a copy of correspondence received.

NEW BUSINESS

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

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

RETURN TO PUBLIC SESSION

RESOLUTIONS:

**#26-019** APPROVAL OF PAYROLLS FROM FEBRUARY 16, 2026 TO FEBRUARY 28, 2026 AND FROM MARCH 1, 2026 TO MARCH 15, 2026

**#26-020** CONFIRM OVERTIME PAYROLL FROM JANUARY 1, 2026 TO JANUARY 31, 2026

**#26-021** ACCEPT PROPOSAL OF TRANE BUILDING SERVICES, 19 CHAPIN ROAD, PINEBROOK, NJ, TO PROVIDE ANNUAL MAINTENANCE SERVICES AND REPAIRS TO THE FOUR (4) TRANE ROOFTOP HVAC UNITS FOR A TWO (2) YEAR TERM COMMENCING MARCH 1, 2026 AT A COST OF \$12,397.00

PER YEAR AND TO PROVIDE MISCELLANEOUS REPAIR SERVICES NOT TO EXCEED \$5,103.00 PER YEAR

**#26-022** ACCEPT PROPOSAL OF TRANE BUILDING SERVICES, 19 CHAPIN ROAD, PINEBROOK, NJ, TO PROVIDE INSPECTION, MONITORING AND MAINTENANCE SERVICES ON THE HVAC SYSTEM AT 181 HOW LANE, NEW BRUNSWICK FOR A TWO (2) YEAR TERM COMMENCING MARCH 1, 2026 AT A COST OF \$11,021.00 PER YEAR (PROPRIETARY SOFTWARE)

**#26-023** AUTHORIZE ADOPTION OF 2026 OPERATING BUDGET

**#26-024** ACCEPT PROPOSAL OF MAGIC TOUCH CONSTRUCTION CO., INC., 59 W. FRONT STREET, KEYPORT, NJ 07735, TO PERFORM PLUMBING MAINTENANCE AND REPAIRS AT 181 HOW LANE, NEW BRUNSWICK, NJ 08901 AT A COST NOT TO EXCEED \$4,732.00 (NEW JERSEY COOPERATIVE PURCHASING ALLIANCE)

**#26-025** APPROVAL OF PERSONNEL REPORT

**REQUESTS FOR LEAVES OF ABSENCE**

Ortega-Ramos, Irmaris	Human Service Specialist 4	01/06/26 – 01/12/26
Cruz, Christina	Clerk 2	12/26/25 – 07/01/26
Cancel, Dorys	Human Services Specialist 2, BL, S/E	02/02/26 – 03/02/26

**PERMANENT APPOINTMENTS**

Chevasco, Maria	Clerk 1, Bilingual S/E	\$47,007	02/06/26
Pagoada, Dina	Human Services Aide Bilingual, S/E	\$49,300	02/06/26
Grossweiler, Megan	Human Services Aide	\$49,300	02/06/26
Huaccaicachac, Steven	Human Services Aide Bilingual, S/E	\$49,300	02/06/26
Montepeque, Antonio	Human Services Aide Bilingual, S/E	\$49,300	02/06/26

**PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE**

Martinez, Jaylen Perez	Clerk 1, Permanent	\$44,816	02/06/26
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**RESIGNATIONS**

Jennings, Joseph	Chief, Personnel & Labor Relations	12/31/25
Langston, Tiffany	Human Services Aide	01/16/26

**#26-026** AUTHORIZE THE PURCHASE OF 64 FLOOR MATS FROM W.B. MASON AT A COST OF \$5,328.52 (NEW JERSEY STATE CONTRACT)

**#26-027** AUTHORIZE THE PURCHASE OF PRINTED ENVELOPES OF VARIOUS SIZES FROM ENVELOPES AND PRINTED PRODUCTS, INC., 135 FAIRVIEW AVE., PROSPECT PARK, N.J. 07508, FOR CALENDAR YEAR 2026 AT A CUMULATIVE COST NOT TO EXCEED \$75,000 (NEW JERSEY COOPERATIVE PURCHASING ALLIANCE)

**#26-028** AUTHORIZE THE PURCHASE OF VARIOUS OFFICE SUPPLIES, PAPER PRODUCTS, AND JANITORIAL SUPPLIES FOR CALENDAR YEAR 2026

AT A CUMULATIVE COST NOT TO EXCEED \$180,000 (NEW JERSEY STATE  
CONTRACT)

BOARD DISCUSSION ON RESOLUTIONS

MOTION TO ADOPT THE CONSENT AGENDA, CONSISTING OF RESOLUTIONS  
#26-019 THROUGH #26-028

PUBLIC COMMENT

ADJOURNMENT