

MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES MARCH 12, 2026 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, Commissioner Azcona-Barber, Commissioner Koppel, and Eric Marozine.

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 January 9, 2026 to February 12, 2026. The motion was unanimously adopted.

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

A motion was made by Mr. Marozine, seconded by Commissioner Koppel, authorizing the requisitioning of funds. The motion was unanimously adopted.

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

OLD BUSINESS

Copies of the State Statistics Report for the month of December 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 December report, the latest available, shows the WFNJ/TANF caseload in Middlesex County was 1,533 individuals. Food Stamp assistance supported 31,792 households, benefiting a total of 57,500 individuals in December. Additionally, Middlesex County recorded 832 General Assistance cases during the month of December.

Staff reports on new applications in February 2026 showed 228 TANF applications; 421 GA applications, and 918 applications for SNAP. SNAP recertifications totaled 2,097 in February. In February, our receptionists assisted 2,458 individuals, with 291 of them visiting the Perth Amboy office. During the month, our call center answered 10,330 calls.

A copy of the Medicaid Redetermination Report for the month of February 2026 was submitted to the Board for review. The report shows a total caseload of 39,622 individuals. Approximately 11.29 percent of our redeterminations are overdue.

Director Dara Harkay reported a Certification List for the title of Social Services Technician, Bilingual in Arabic and English was received. She said the Board is calling for a test for Fiscal Officer.

NEW BUSINESS

There was no public comment.

A motion was made by Mr. Marozine 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.

RESOLUTIONS

#26-029 Approval of payrolls from March 16, 2026 to March 31, 2026 and from April 1, 2026 to April 15, 2026

#26-030 Confirm overtime payroll from February 1, 2026 to February 28, 2026

#26-031 Rescind Resolution 25-100 accepting proposal of SHI, 290 Davidson Avenue, Somerset, New Jersey 08873, for the purchase of hardware and software infrastructure and support in the amount of \$70,872.30 due to dissolution of partnership between providers

#26-032 Accept proposal dated January 29, 2026 submitted by SHI, 290 Davidson Avenue, Somerset, New Jersey 08873, in the total amount of \$21,000 for the provision of a hardware maintenance agreement for the Board’s IT infrastructure for the period of February 1, 2026 through January 31, 2027 (New Jersey Cooperative Purchasing Alliance)

#26-033 Accept proposal dated January 21, 2026 submitted by SHI, 290 Davidson Avenue, Somerset, New Jersey 08873, for the provision of software and a maintenance agreement for the Board’s IT infrastructure for the period of November 3, 2025 through November 2, 2028 in the total amount of \$66,670.08 to be paid in three annual installments of \$22,223.36 (New Jersey Cooperative Purchasing Alliance)

#26-034 Authorization to enter into an agreement for audio/visual system assessment and repairs with RHA Communications, 725 Highway 18, East Brunswick, on an “as-needed” basis through December 31, 2026 at a cost not to exceed \$17,500

#26-035 Accept proposal of OnPoint Landscaping and Design, 66 Texas Road, Monroe Township, NJ 08831, to provide landscape maintenance services at 181 How Lane, New Brunswick, from April 1, 2026 to November 30, 2026

#26-036 Approval to submit grant application to New Jersey Department of Community Affairs for Universal Service Fund (USF) Program

#26-037 Approval to submit grant application to New Jersey Department of Community Affairs for Low Income Home Energy Assistance Program (LIHEAP)

#26-038 Approval of Personnel Report

REQUESTS FOR LEAVES OF ABSENCE

Reid, Nikisha	Clerk 2	02/17/26 – 03/24/26
Almonte, Michelle	Human Services Specialist 2, Bilingual	05/25/26 – 08/05/26

NEW HIRES

Wimberley, Karoline	Human Services Aide, Bilingual S/E, Temporary	\$49,300	03/20/26
Martin, Dale M.	Human Services Aide, Temporary	\$49,300	03/20/26

PERMANENT APPOINTMENTS

Guillen-Padilla, Andrea	Human Services Aide, Bilingual S/E	\$49,300	02/21/26
Patel, Ishita	Clerk 1	\$44,816	02/21/26
Channaoui, Muhammad M.	Human Services Aide	\$49,300	02/21/26
Acevedo, Michele	Clerk 1	\$44,816	02/17/26

PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE

Memijes, Litzy	Clerk 1	\$44,816	02/17/26
Bersani, Stacey	Supervising Administrative Analyst, Provisional	\$154,399	03/21/26
Lendel, Nick	Senior Security Guard, Permanent	\$76,065	03/21/26

RESIGNATIONS

Fields, Briya P.	Human Services Aide	02/27/26
------------------	---------------------	----------

RETIREMENTS

Fitzgerald, Martin	Human Services Specialist 4	04/01/26
Mora-Velez, Maria M.	Human Services Specialist 2	03/01/26

TERMINATIONS

Wrobel, Denise M.	Clerk 3	02/20/26
-------------------	---------	----------

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 Ms. Coleman, to adopt the Consent Agenda, consisting of Resolutions #26-029 through #26-038. The motion was unanimously approved.

PUBLIC COMMENT

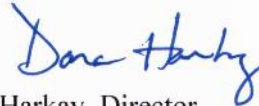
There was no public comment.

ADJOURNMENT

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

The meeting adjourned at 10:16 a.m.

Respectfully submitted,



Dara Harkay, Director

