

MIDDLESEX COUNTY BOARD OF SOCIAL SERVICES JUNE 11, 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, Suchitra Kamath, Eric Marozine, Commissioner Azcona Barber, and Commissioner Koppel.

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

A motion was made by Mr. Marozine, seconded by Ms. Kamath, ratifying transactions accomplished by direction and authority of the Director from May 15, 2026 to June 11, 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 Ms. Kamath, authorizing the requisitioning of funds. The motion was unanimously adopted.

A motion was made by Mr. Marozine, 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 March 2026 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 March report, the latest available, shows the WFNJ/TANF caseload in Middlesex County was 1,476 individuals. Food Stamp assistance supported 30,885 households, benefiting a total of 55,701 individuals in March. Additionally, Middlesex County recorded 804 General Assistance cases during the month of March.

Staff reports on new applications in May 2026 showed 241 TANF applications; 421 GA applications, and 1,045 applications for SNAP. SNAP recertifications totaled 2,269 in May. In May, our receptionists assisted 3,087 individuals, with 309 of them visiting the Perth Amboy office. During the month, our call center answered 10,160 calls.

A copy of the Medicaid Redetermination Report for the month of May 2026 was submitted to the Board for review. The report shows a total caseload of 39,446 individuals. Approximately 7.83 percent of our redeterminations are overdue.

NEW BUSINESS

David Blevins, a New Brunswick resident, made comments.

CLOSED SESSION

Ms. Blackwell made a motion, seconded by Ms. Coleman, to go into Closed Session. A roll call vote was taken. The motion was unanimously adopted.

RETURN TO PUBLIC SESSION

RESOLUTIONS:

#26-055 Approval of payrolls from June 16, 2026 to June 30, 2026 and from July 1, 2026 to July 15, 2026

#26-056 Confirm overtime payroll from May 1, 2026 to May 31, 2026

#26-057 Authorize contract with Eastern Door Service, 70 Cathy Lane, Ste. 1, Burlington, NJ 08016, for preventative maintenance of automatic doors at 181 How Lane, New Brunswick, NJ at a cost of \$770.00 for the period of August 1, 2026 through July 31, 2027

#26-058 Amend resolution #26-028 which authorized the purchase of office supplies, paper products, and janitorial supplies from W.B. Mason, at an amount not to exceed \$180,000 for calendar year 2026 to increase the amount by \$150,000 for a new cumulative cost not to exceed \$330,000

#26-059 Authorize the purchase of floor-protecting chair mats from W.B. Mason at a total cost of \$7,558.92 (State Contract)

#26-060 Accept proposal of Robert Griggs Plumbing & Heating, 2486 Route 206, Belle Mead, NJ 08502, in the amount of \$2,685.28 to complete plumbing repairs at 181 How Lane, New Brunswick

#26-061 Accept proposal of Door King LLC, 46C Dutch Lane Road, Marlboro Township, NJ 07746, in the amount of \$5,593.02 to complete door repairs at 181 How Lane, New Brunswick

#26-062 Approval to adopt title of Confidential Aide

#26-063 Authorize Acro Service Corp. to provide temporary staffing services required by the Middlesex County Board of Social Services under a national cooperative purchasing contract provided by National Association of State Procurement Officials (NASPO) from July 1, 2026 to August 14, 2026

#26-064 Accept proposal of SHI, 290 Davidson Avenue, Somerset, NJ 08873, in the total amount of \$298,316.62 to install, configure and deploy the network server and perform related work, and to provide a three (3) year hardware warranty (New Jersey Cooperative Purchasing Alliance)

#26-065 Approval of Personnel Report

REQUESTS FOR LEAVES OF ABSENCE

Keyte, Allison	Human Services Specialist 3	05/13/26 – 06/02/26
Kershaw, Amanda A.	Human Services Specialist 1	06/09/26 – 08/17/26
Chaprin, Halyna Y.	Senior Building Service Worker	05/06/26 – 06/22/26
Jimenez, Jonathan	Clerk 2	07/27/26 – 10/19/26
Santiago, Luz	Security Guard	06/04/26 – 07/06/26
Gomez-Lopez, Chenimar	Social Services Technician	05/26/26 – 08/15/26

NEW HIRES

Arico, Angela R.	Human Services Aide, Temporary	\$49,300	06/08/26
Chambers, Kyron A.	Human Services Aide, Temporary	\$49,300	06/08/26
Patrick, Tochukwu M.	Human Services Aide, Temporary	\$49,300	06/08/26
Rodriguez, Lizbeth	Human Services Aide, Bilingual, S/E, Temporary	\$49,300	06/08/26

Torres, Mikayla	Human Services Aide, Temporary	\$49,300	06/08/26
Jones, Kandice A.	Human Services Aide, Temporary	\$49,300	06/08/26
Mahmood, Rida	Human Services Aide, Bilingual, English/Urdu, Temp,	\$49,300	06/08/26
Oden, Darria B.	Human Services Aide, Temporary	\$49,300	06/08/26
Gaskins, Petra N.	Confidential Aide	\$140,000	07/01/26

PROMOTION, RECLASSIFICATION, TITLE, SALARY CHANGE

Figalo, Francesca	Human Services Specialist 1	\$76,452	06/09/26
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RETIREMENTS

Mellios, Cynthia A.	Human Services Specialist 2		08/01/26
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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 Ms. Coleman, to adopt the Consent Agenda, consisting of Resolutions #26-055 through #26-065. 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 10:14 a.m.

Respectfully submitted,



Dara Harkay, Director

