

September 17, 2014

The regular meeting of the Camden County Board of Social Services was held on Wednesday, September 17, 2014 at 12:00 p.m. in the office of the Board at 600 Market Street, Camden, New Jersey, with James H. Rhodes, Chair, presiding. The following members were present:

Susan Michielli, Vice Chair; Dr. Leonard Krivy, PhD, Secretary/Treasurer; Gwen DeVera; Ginny Betteridge

Also present were: Shawn Sheekey, Director; Christine Hentisz, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Sharon Faber, Esquire; MaryEllen Sittner, Personnel Officer; Mary Ann Pagano, Fiscal Officer; Greg Smith, Sr. Management Assistant; Joan Quinton, Confidential Aide to Freeholder Carmen G. Rodriguez; Sharon Hall, Administrative Clerk

Public Attendance: None

At 12:00 P.M., a quorum being present, Mr. Rhodes called the meeting to order and announced that in compliance with the Open Public Meetings Act, the Courier Post Newspaper and the Philadelphia Inquirer were notified of the Board Meeting; notice of the agenda was posted in a prominent location at 600 Market Street and the County Clerk was notified.

Mr. Rhodes requested approval of the following items:

- Minutes of the July Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for August and September.
- Requisition from the County Treasurer for administration expenses for September and October.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the months of September and October.

Mr. Rhodes requested a motion to approve.

Dr. Krivy moved to approve. Ms. Betteridge seconded the motion, and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

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Mr. Rhodes requested a motion to open the meeting for public participation. Ms. Michielli moved to open the Public Participation portion of the Open Session, seconded by Ms. DeVera.

There were no members of the public wishing to address the Board. Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Ms. Betteridge motioned to close the Public Portion. Dr. Krivy seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

The Open Session of the meeting continued.

UPDATE STATE AND FEDERAL POLICIES Shawn Sheekey, Director

Mr. Sheekey stated that all Board members would find a synopsis of informational transmittals, procedural bulletins, general assistance procedural bulletins and Division of Family Development instructions in their packet. If there were any questions on any of the material, Mr. Sheekey stated that he or his staff would be happy to comment on them.

Mr. Rhodes requested a motion to approve the Director’s Update on State and Federal Policies.

Ms. Betteridge moved to approve. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

**Resolution 211-2014 – Designating Fiscal Office Agent to Receive Funds
..... Sharon Faber, Esquire**

Resolution 211-2014 designates Mary Ann Pagano, Fiscal Officer, to act on behalf of the BOSS to effectuate the release of funds that Computershare, a transfer agent for Prudential Financial Inc., (a former dental provider of the BOSS) has advised it has in its possession. Designate of an individual is required as a prerequisite to release of said funds.

Mr. Rhodes requested a motion to approve Resolution 211-2014.

Ms. Michielli moved to approve. Ms. Betteridge seconded the motion and there being no other discussion on the motion a vote was taken and unanimously adopted.

**Resolution 212-2014 – Authorizing the Transfer of Eight Kronos
Clocks to the County of Camden Sharon Faber, Esquire**

The BOSS is desirous of transferring (8) Kronos clocks to the County of Camden. The County of Camden is willing to accept said clocks. This transfer is pursuant to N.J.S.A. 40:11-36 and is made on an “as, where is” basis, without express or implied warranties. Resolution 212-2014 provides for the proper BOSS official to authorize and execute all necessary documents for the transfer of the Kronos clocks to the County of Camden.

Mr. Rhodes requested a motion to approve Resolution 212-2014.

Ms. Betteridge moved to approve. Ms. DeVera seconded the motion and there being no other discussion on the motion a vote was taken and unanimously adopted.

**Resolution 213-2014 – Authorizing Award of Contract for Purchase of Copy,
Computer Paper and Envelopes Under Cooperative Pricing Agreement ... Sharon Faber, Esquire**

Resolution 213-2014 provides for the awarding of a contract pursuant to the Cooperative Pricing Agreement with the County of Camden for the purchase of copy, computer paper and envelopes to

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the lowest bidder for a six month term commencing on or about September 1, 2014 through February 28, 2015 with the option of an additional six month extension, at the sole discretion of the County of Camden. This Resolution shall take effect upon final passage and publication according to law.

Mr. Rhodes requested a motion to approve Resolution 213-2014.

Ms. Betteridge moved to approve. Ms. Michielli seconded the motion and there being no other discussion on the motion a vote was taken and unanimously adopted.

Resolution 214-2014 – Establishing Service Requirements for Medical and Prescription Benefits in Retirement Sharon Faber, Esquire

The BOSS provides for medical and prescription benefits for retirees who meet certain service requirements. The BOSS is desirous of conforming with Camden County in the establishment of service requirements for medical and prescription benefits in retirement. The BOSS hereby adopts Resolution 215-2014 and included addendum.

Mr. Rhodes requested a motion to approve Resolution 214-2014.

Ms. Betteridge moved to approve. Dr. Krivy seconded the motion and there being no other discussion on the motion a vote was taken and unanimously adopted.

Resolution 215-2014 – Adopting the Provisions of Chapter 48 (N.J.S.A. 52:14, 17.38) Under Which an Employer May Agree to Pay for State Health Benefits Program Coverage of Certain Retirees Sharon Faber, Esquire

The BOSS is a participating employer in the New Jersey State Health Benefits Program. Resolution 215-2014 allows flexibility for the BOSS to provide medical and prescription benefits retirees who meet certain service requirements as stated on Resolution Addendum – Chapter 48, P.L. 1999 effective January 1, 2015.

Mr. Rhodes requested a motion to approve Resolution 215-2014.

Ms. Betteridge moved to approve. Dr. Krivy seconded the motion and there being no other discussion on the motion a vote was taken and unanimously adopted

DIRECTOR’S REPORT Shawn Sheekey, Director

Mr. Sheekey provided the Board with an update on the Statewide FNS (Food and Nutrition Service) SNAP timeliness challenge. Mr. Sheekey stated that New Jersey currently ranks 52 out of 53 state agencies in the timeliness of issuing food stamp benefits as mentioned in previous reports. There are two requirements. If eligible for Expedited the agency has seven (7) days to provide SNAP benefits. If not eligible for Expedited, the agency has 30 days. The agency, as with many of the other CWAs, has experienced very high demands for benefits since 2008 and with the additional burdens of running Disaster SNAP programs after hurricanes Irene and Sandy, counties have been set behind further. There was a time when the agency was scheduling customers three to four months out from their initial contact to take their application. Once the application was taken it would take an additional three to four months before their benefits would be issued. The agency was months beyond the 30-day benefit. The Feds have recognized this and New Jersey is now under intense review for timely issuance of SNAP benefits and could face monetary sanctions. Mr. Sheekey stated that ‘thankfully’ case banking was instituted at the agency last year and the changes since its implementation have been remarkable.

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The State did an August snapshot and the agency is at a 30-day timeliness rate of 84.8%. People coming into the agency now are typically scheduled in two days and when they complete their interview 84.8% of them are receiving their 30-day benefit on time. The Expedited is running at approximately 79%.

Ms. Hentisz has been working with Ms. Marcell Bennett, Intake Administrator, monitoring daily lists to identify applications which need to be processed daily for the benefits to be issued timely. The State has also required the affected CWAs to submit three separate weekly timeliness reports. Mr. Sheekey stated that he has never seen such an in depth level of scrutiny of cases and it is forcing the agency to do the same in house. Mr. Sheekey feels the agency is well positioned when the October 1st examination begins. From October 1, 2014 to March 2015, the agency must be at an 85% timeliness rate. From March 2015 to September 2015, the agency must be at a 95% timeliness rate.

Mr. Sheekey stated that the CWA directors had the opportunity to talk to Health and Human Services State Commissioner Jennifer Velez at last week's Directors' Retreat. One of the concerns shared with her was that over time the State has placed a lot of requirements on the CWAs and they are all struggling to meet all the requirements. The CWAs are faced with the SNAP timeliness requirements and thousands of new ACA Affordable Care Act applications. The CASS system has not been made available to help with the technology to work more streamlined. The State wants DIMS to be in full utilization and the agencies are not prepared for that due to insufficient staffing resources. The CWAs have requested that the State look carefully at which priorities the CWAs should focus on, one of which would be timeliness, and place other requirements on hold.

Mr. Sheekey stated that the agency has until the end of September to clean up any cases currently pending beyond 30 days. Seven months ago the back log for people waiting for benefits was near 2,000 cases. As of this morning there are 66 back log cases. The State will be providing some funding to do overtime. Over the next two weeks the agency will work on cleaning up every single out dated case so that the agency is well positioned to keep up with the flow of cases as they come in and to meet the 30 days. It is hoped that some of the cases can be processed by the 23rd/24th day so there is some leeway in the event of a four day weekend or in case of a spike of incoming cases after weekends that could threaten the 30 day goal. Mr. Sheekey is confident that Camden County will be one of the counties that succeed in its timeliness efforts; however, the problem is that other counties that may not hit the initial 85% timeliness requirement could drag other counties down. Mr. Sheekey stated that timeliness is his priority due to the threat of having millions of federal dollars at stake.

Ms. Hentisz provided the Board with an update regarding the Affordable Care Act (ACA) applications back log that was at 10,000 cases at one point. Ms. Hentisz stated that in the last month the State has taken all of the agency's on line applications from April 2014 to the end of July 2014 and will be giving them to the State vendor to process. The agency had to finish any applications pending from March and then any new applications from this point on. This basically takes the majority of the back log away. The agency still needs to deal with the walk-ins and mail-ins from April through July but taking the on lines took away the bulk of how the agency gets its Medicaid applications. By the end of the week it is hoped that the agency will then have a true handle on what the overdue count is for Medicaid applications. Mr. Sheekey mentioned that when the agency gets into next year and is streamlined with SNAP benefits, those thousands of Medicaid cases that were put on the rolls will come up for redetermination.

Mr. Sheekey wanted to thank the Board Chairman for hosting an IT issues meeting. Mr. Sheekey stated that in the four years he has been with the agency one of the biggest shortcomings is the

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lack of technology. Both in-house and State systems are antiquated. The agency tracking and in-house programs were developed in FoxPro and with the loss of the agency FoxPro programmer there is no one who can update forms or maintain the FoxPro programs. The meeting began discussions on transitioning the agency to modern technology Mr. Sheekey stated that he will provide the Board with an update on telephone systems next month.

Ms. Betteridge asked if the agency has experienced any impact due to the Atlantic City casino closings. Mr. Sheekey stated that he has not seen any increase at this time but would expect to see one once people who lost their jobs run out of Unemployment Benefits. Mr. Rhodes mentioned that the Camden County One-Stop and Resource Centers are engaged in assisting persons who have lost employment due to the casino closings.

Mr. Rhodes requested a motion to approve the Director's Report.

Ms. Michielli moved to approve. Ms. Betteridge seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

FISCAL REPORT Mary Ann Pagano, Fiscal Officer

Ms. Pagano stated that each Board member has received in his or her packet copies of the Fiscal Reports for the months of July and August 2014. Ms. Pagano stated that during the eight months ended August 31st the expenditures were where they were expected to be at this time but they do exceed receipts by 1.7 million dollars. This is a lesser amount than in previous months and reflects the cyclical nature of some expenditures and receipts. Ms. Pagano asked if anyone had any specific questions, if so, she would be happy to address them.

Mr. Rhodes requested a motion to accept the Fiscal Reports as presented.

Dr. Krivy moved to approve. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

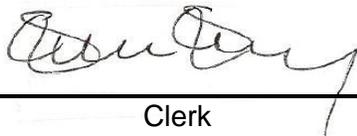
OLD BUSINESS PUBLIC SESSION

There was none.

NEW BUSINESS PUBLIC SESSION

There was none.

Mr. Rhodes requested a motion to close the Open Session and move to the Closed Executive Session to discuss personnel and legal matters. Ms. Betteridge moved to discuss such matters in closed session. Ms. DeVera seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously adopted.



Clerk