

February 17, 2016

The regular meeting of the Camden County Board of Social Services was held on Wednesday, February 17, 2016 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; 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, Sr. Management Assistant

Public Attendance: George Jackson, President, CWA-Local 1084; Gerald Baker, Vice President, CWA-Local 1084; Michelle Acevedo, Legislative Chair, CWA-Local 1084; Renita Singleton, Darnell Hardee

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 January Board Meeting.
- Minutes of the Special Meeting held February 3rd.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for February.
- Requisition from the County Treasurer for administration expenses for March.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of March.

Mr. Rhodes requested a motion to approve.

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

**OPEN SESSION
Public Participation**

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

Mr. Jackson addressed the Board to again express his ‘thanks’ to everyone involved for getting the contract settled. Ms. Acevedo addressed the Board regarding continuing issues employees are having with their medical benefits. Ms. Sittner advised that Ms. Tameka Medley in the Personnel Department has been assisting the staff with various problems with their health benefits but staff should email the entire Personnel Department staff at the HR email address. Ms. Sittner stated that staff is being provided with the 800 numbers to first try to work out their problems on their own directly with the health benefits provider representatives. If they do not reach satisfactory resolve with contacting the provider themselves, then HR can intervene. Ms. Acevedo asked if the current health benefits coverage plan is the right plan for the agency. Mr. Rhodes stated that a meeting was held with HIF representatives regarding performance issues and that evaluations regarding health care costs, benefits packages and what is available out there are always being performed. A mid-year open enrollment is also being discussed with HIF. Ms. Singleton asked if the problems people are experiencing are due to changes with AETNA or the change to the HIF plan the agency is now under. Ms. Pagano stated that AETNA had changed some things and that people would probably still experience problems due to those changes.

Mr. Jackson, Mr. Rhodes, and meeting attendees thanked one another for the discussion.

Mr. Rhodes asked if there were any additional members of the public wishing to address the Board. Seeing as there was no one additional, Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Ms. Betteridge moved to close the Public Portion of the Open Session of the meeting. Ms. DeVera 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 the State and Federal Policies.

Ms. Michielli moved to approved. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was take and the motion was unanimously adopted.

**Resolution 103-2016 – Adopting 2016 Requests for Proposal
Policy and TemplateSharon Faber, Esquire**

The County of Camden adopted its 2016 Requests for Proposal policy and template by a Resolution passed on January 4, 2016 and desires its member entities, including the BOSS, to adopt and confirm adoption of said policy and template.

Mr. Rhodes requested a motion to approve Resolution 103-2016.

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.

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Resolution 104-2016 – Resolution Authorizing an Agreement with GRM Information Management Systems, Inc. for Off-Site Records Storage under the Cooperative Pricing Agreement Sharon Faber, Esquire

By resolution adopted on June 10, 1998, the CCBSS entered into a Cooperative Pricing Agreement for the purchase of work, materials and supplies with the County of Camden serving as the Lead Agency. The County of Camden, by resolution adopted December 17, 2015, has approved and awarded to GRM Information Management Systems, Inc. a one year contract to provide off-site records storage for the County of Camden and the BOSS, providing for second and third term renewal options to be exercised at the sole discretion of the County of Camden.

The BOSS is desirous of contracting with GRM for off-site records storage for a one (1) year period at \$0.16 per cubic foot commencing on or about January 1, 2016 through December 31, 2016.

Mr. Rhodes requested a motion to approve Resolution 104-2016.

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

Resolution 106-2016 – Authorizing A Month-To-Month Agreement for Office Supplies with Office Basics, Inc. under the Cooperative Pricing Agreement..... Sharon Faber, Esquire

Under the Cooperative Pricing Agreement adopted by resolution on June 10, 1998 with the County of Camden serving as the Lead Agency for the purchasing of work, materials and supplies. The County of Camden, by Resolution dated January 21, 2016, extended the original contract with Office Basics, as amended, on a month-to-month “as needed” basis for the purchase of office supplies commencing on or about February 1, 2016.

The BOSS, pursuant to the Cooperative Pricing Agreement, desires the benefits of the contract awarded by the County of Camden and awards a contract for the purchase of office supplies through Office Basics, Inc. as stated in the above amended contract. This Resolution shall take effect upon final passage and publication according to law.

Mr. Rhodes requested a motion to approve Resolution 106-2016.

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 108-2016 – Ratification of Collective Bargaining Agreement with the Welfare Supervisors’ Organization (WSO)..... Martin F. McKernan Jr., Esquire

Mr. McKernan addressed the Board concerning the particulars of the Collective Bargaining Agreement (CBA) between the Camden County Board of Social Services and the Welfare Supervisors’ Organization (WSO).

Mr. McKernan informed the Board that the membership of WSO voted on ratification of the Collective Bargaining Agreement on Friday, February 12, 2016 with an in favor show of hands.

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Mr. McKernan stated that most of the changes to the contract language were of a housekeeping nature, such as changing dates, changing titles, etc. The contract includes a provision that will provide coverage for twelve (12) months for the immediate family of an employee who dies during the course of his/her employment unless such coverage is otherwise provided, and a provision that in the event that an employee is involved in an automobile accident in the course of carrying out his/her duties as an employee, and the employee is required to pay an insurance deductible related to his/her policy. The agency shall reimburse the employee, upon presentation of documentation, 50% of such deductible provided that such payment shall not exceed \$250.00 per incident. The agency shall not be responsible for total payments in excess of \$5,000.00 per year. Commuting to and from work is not covered under this provision.

Mr. Rhodes requested a motion to accept Resolution 108-2016 approving ratification of the Collective Bargaining Agreement with the Welfare Supervisors' Organization (WSO).

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.

DIRECTOR'S REPORT..... Shawn Sheekey, Director

Mr. Sheekey stated that the Freeholder Board in January passed a Resolution/RFP authorizing USA Architects and IEI Consultants to construct a Camden County office complex for the co-location of the BOSS at 2600 Mt. Ephraim Avenue. An initial kick off meeting was held with the County officials and there are now week to week "visioning sessions" that he and Deputy Director Hentisz will be attending. At last week's meeting the attendees had the opportunity to review the RFP proposal that was submitted to the County. There are many issues that will need to be worked out with having multiple agencies operating under one roof. Mr. Sheekey has been asked to poll the employees on frequently asked questions, such as what is on their minds since they heard about the move; will the facility have parking, is the parking free, what kind of amenities will be in the building, will there be a traffic light, any questions they may have. A presentation to the Board and employees has asked to be put on hold at the request of USA Architects until some basic items are worked out on the plans moving forward. Mr. Sheekey stated that the plan is to have one common atrium, the agency's footprint will be smaller and meetings will continue to discuss all the involved partner agencies shared needs as well as individual needs. Mr. Sheekey stated that the move will be an approximate three year project.

Mr. Sheekey provided the Board with a State CAP update from the DFD meeting. The state average had dipped under the 95% FNS timeliness requirement. Mr. Sheekey stated that Mr. Frank Danner from DFD will be assisting the BOSS with revamping the case bank as well as looking at additional steps in order to get the agency to the 95%. The agency averaged 88% for the May to January measurement. Another lower reporting county reported in at 91%. Mr. Sheekey stated that the agency is 9 months into generic and processes are still being tweaked as CRM was rolled in. With additional things that need to be done in CRM, Mr. Sheekey feels that as it all comes together he anticipates the participation rate will only get better.

Mr. Sheekey stated that the ABAWDs (Able Bodied Adults Without Dependents) started February 1st. Ms. Hentisz stated that approximately 3,000 clients have begun to be called in to the One Stop in order to place in work activities and job searches. The One Stop has indicated that they can handle them. The original list that was sent by the state had approximately 9,000 clients on it but that

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number was able to be whittled down by those who are homeless, disabled, currently working, have children in the home, and are under 18 or over 50 years of age. Ms. Hentisz stated that new applicants are being sent to the One Stop. Clients are entitled to three months of food stamp benefits and then after that they must be compliant in work activity or have a job.

Mr. Sheekey stated that the prediction is that 30,000 ABAWDs may be affected with a potential loss of food stamps. Nationwide it is a half a million. Mr. Sheekey stated that a report came out indicating that poverty is actually worse than it was when the recession hit. A number of bills have been introduced by the Speaker. There are a number hearings being held and several of the bills deal with the ABAWDs and try to expand the exemptions for them because although unemployment may be reported as low in some areas the jobs just are not there for them fill. There is also a number of bills in pertaining to Emergency Assistance and what is viewed as an arbitrary kicking off of people on Emergency Assistance. No one has been terminated as there is a six month initiative where anyone has exhausted their twelve months of EA and the additional HEA and HAP pilots, the agency is required to send them to the vendor, who is SCUCS within the County, for six months of intensive case management. At the end of the six months there may be an issue where people will actually be losing their temporary housing. Mr. Sheekey stated that the CWAs are involved in temporary housing and are incorrectly viewed as a housing authority. The problem is that this is not enough affordable housing available for those who are in need of it.

Mr. Sheekey provided an update regarding the security/safety incident involving a Services Department staff member that occurred the other month. Mr. Sheekey stated that a security alert option has been immediately added to the CRM system which will notify staff to notify security and that such a designated client will be required to have an escort with them while they conduct their business throughout the building. Mr. Sheekey stated that an E-Panic software has been found on line and he is awaiting recommendations from Christina "Critt" DeCristofor from Public Safety regarding the package. Mr. Sheekey stated that roving patrols will continue through the more public areas of the building.

Mr. Sheekey mentioned that the Women's Health Conference will be held on Saturday, April 9th at the Eastern High School. The BOSS will have a table there.

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 Fiscal Reports for January 2016. Ms. Pagano stated that the agency is well under the interim budget. The annual budget has not yet been approved. 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 Report for January 2016 as presented in the packet.

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

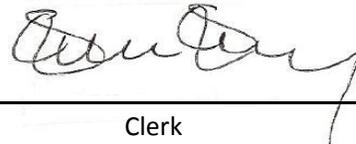
OLD BUSINESS PUBLIC SESSION

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. Michielli moved to discuss such matters in closed session. Ms. Betteridge seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously adopted.



Clerk