

July 16, 2014

The regular meeting of the Camden County Board of Social Services was held on Wednesday, July 16, 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:

Dr. Leonard Krivy, PhD, Secretary/Treasurer (via conference call), Freeholder Carmen G. Rodriguez, Ginny Betteridge

Also present were: Shawn Sheekey, 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 June Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for July.
- Requisition from the County Treasurer for administration expenses for August.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of August.

Mr. Rhodes requested a motion to approve.

Freeholder Rodriguez abstained on approval of the June Board Minutes.

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

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. Freeholder Rodriguez motioned to close the Public Portion. Ms. Betteridge 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. Dr. Krivy 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 a DFD Instruction was received requesting the CWA's to provide the State with their updated annual SNAP Disaster Preparedness Plan in the event that New Jersey should be impacted by another hurricane during the upcoming hurricane season. Typically, this plan is a template that is used in the event of a disaster Hurricane Irene back in 2010. The Disaster SNAP plan would be implemented with an emergency declaration issued by the State.

Mr. Sheekey provided the Board with an update on the FNS (Food Nutrition Service) SNAP timeliness issue. Mr. Sheekey stated that he continues to attend monthly CAP (Corrective Action Plan) meetings at DFD with Patricia Thomas and Marcell Bennett and other counties to discuss best practices in an effort to improve overall timeliness. FNS has issued a letter to the State of New Jersey, Department of Human Services, Division of Family Development (DHS/DFD). Mr. Sheekey provided the Board members with a copy of the letter and summarized its contents. New Jersey currently ranks 52 out of 53 state agencies in the timeliness of issuing food stamp benefits. FNS is working collaboratively with the State but is concerned that the State's timeliness remains well below the national average. In May of 2013, FNS issued a pre-advanced notification letter due to the State's inability to meet the SNAP processing timeframes. The letter further stipulated that the State Department of Human Services and Division of Family Development must reach a timeliness rate of 80% back in December 2013. All 21 counties ended 2013 with 71.52% timeliness rate. FNS has recognized that the CWA's have had challenges as some counties had emergencies with both Irene and Sandy, in which there were thousands of unanticipated applications, and that changes are being made and corrective action initiatives are being put in place but the desired effect is not being achieved. FNS also recognized that the CWA's are utilizing antiquated eligibility computer systems while waiting on the implementation of CASS. FNS has advised DHS that they must take substantial steps to improve access to SNAP benefits.

**OPEN SESSION
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Mr. Sheekey stated that Camden County along with the other counties is preparing a detailed Corrective Action Plan in order to acknowledge what is holding up the issuance of benefits and to provide measurable action items. A deadline for submitting the plan has not yet been provided. The agency is required to meet a 95% timeliness rate by October 2015. Between October 2014 and March 2015 the agency must be at 85%. Between April 2015 and September 2016, the entire State must average 95%. If FNS does not see the improvement as outlined they will suspend Federal funding for State administrative expenses.

Mr. Sheekey stated that he feels the BOSS has taken substantial steps in the Intake Department with the administrative placement of Marcell Bennett, new processes have been put into place, and snap shots of the timeliness are being taken. There has been definite improvement in the backlog of old cases. The processing of cases is being closely monitored. Mr. Sheekey mentioned that the backlog is down to approximately 80 cases from 2,000.

Mr. Sheekey stated that some good news is that New Jersey was awarded “Best Payment Error Rate” for 2013. That means that the benefits that are being issued are at the correct level to which the recipient is entitled.

Mr. Sheekey stated that the ACA Medicaid applications backlog is approximately 5,000 cases. The agency hired some temporary workers to streamline the front end and process and screen. Craig Lucas, Medicaid Administrator, is working on measuring how quickly the agency is getting these cases caught up.

Mr. Sheekey stated that the County had brought key people together to talk about the possible building move, operating costs and potential savings for moving the BOSS to the One Stop 2600 MEA location.

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

Freeholder Rodriguez 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. Ms. Pagano stated that during the first six months of 2014 the agency has spent 50.63% of its prorated budget mostly due to the pension payment being made earlier in the year. Ms. Pagano stated that the agency is in good shape as far as expenditures compared to the prorated budget; however, disbursements exceed receipts by almost 2.4 million dollars. The deficit has been going down and it is expected to reduce further to some extent as the year progresses.

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

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

OPEN SESSION
Public Participation

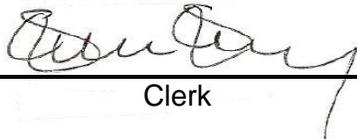
OLD BUSINESS PUBLIC SESSION

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. Freeholder Rodriguez seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously adopted.



Clerk