

March 18, 2015

The regular meeting of the Camden County Board of Social Services was held on Wednesday, March 18, 2015 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; 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; Greg Smith, Sr. Management Assistant; Sharon Hall, Administrative Clerk

Public Attendance: Gerald Baker, Vice President, Communications Workers of America-Local 1084 (CWA); Peter Mason, Financial Secretary, CWA; Michelle Acevedo, Pam Coursen

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.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for February and March.
- Requisition from the County Treasurer for administration expenses for March and April.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the months of March and April.

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.

**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.

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

Resolution 209-2015 – Authorizing the Appointment of Legal Counsel to the Camden County Board of Social Services..... Sharon Faber, Esquire

In response to publicly advertised Request for Proposals the Board has received and reviewed the proposal submitted. The evaluation committee for this Request for Proposals has recommended that Martin F. McKernan, Jr., Esquire be appointed as Legal Counsel to the Board.

The Camden County Board of Social Services hereby appoints Martin F. McKernan, Jr., as Legal Counsel to the Camden County Board of Social Services at an hourly rate of \$220.00 per hour with an annual limitation of \$14,520.00 for a one year term commencing April 1, 2015.

Mr. Rhodes requested a motion to approve Resolution 209-2015.

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 210-2015 (Bid A49/2014 six month option) – Authorizing Award of Contract for Purchase of Copy, Computer Paper and Envelopes Under Cooperative Pricing Agreement Sharon Faber, Esquire

By Resolution adopted on February 19, 2015, the County of Camden exercised the option to extend the term of the original contracts awarded to various vendors by Resolution adopted August 21, 2014 for an additional six months. The BOSS is desirous of obtaining the benefits of the aforementioned contract awarded by the County of Camden.

Resolution 210-2015 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 the lowest bidder for an additional six month term commencing on or about March 1, 2015 through August 31, 2015. This Resolution shall take effect upon final passage and publication according to law.

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Mr. Rhodes requested a motion to approve Resolution 210-2015.

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.

DIRECTOR'S REPORT Shawn Sheekey, Director

Mr. Sheekey provided the Board with an update on the on-going Statewide FNS (Food and Nutrition Service) SNAP timeliness initiative. He attended the monthly CAP meeting last week and the update he received is that the FNS is also tracking New Jersey and FNS shows the State at a 90.6% timeliness rate. The statewide goal for the end of March is 85% and beginning April 1st the benchmark will increase to 95% for timeliness. The self-reporting by the counties from October 2014 through last week shows the timeliness rate at 91%. So, most counties are doing quite well in terms of SNAP benefit timeliness.

Mr. Sheekey stated that Jeanette Page-Hawkins, DFD Director, will be leaving her position with the Division to take over as director of Essex County.

Mr. Sheekey stated that he feels the 95% timeliness requirement will be difficult to reach at the BOSS in terms of current staffing resources. It is hoped that with the move to a generic workforce and the CRM system will help the agency streamline to the point where the agency can meet the 95% timeliness goal. Mr. Sheekey stated that ultimately the FNS is looking for 100% timeliness for SNAP benefit issuances. There are a lot of other states that are doing much better than New Jersey but throughout the State it has been a remarkable transformation.

Mr. Sheekey stated that he was at a meeting as the head of the County Welfare Directors' Association with Senator Lesniak on Monday, March 16th because it is not too often that there is legislation that really impacts the county welfare divisions. There is one bill that the Senator has proposed that would place a lot of additional work on the agencies that the Association is trying to amend. This bill is being called the 'Receipt Bill'. This passing of this bill would require the welfare divisions to provide a receipt to customers each time they bring in a piece of verification. The agency receives thousands of pieces of mail every week. A system would be required just to acknowledge verification receipts. There would be postage costs involved and it would be too cumbersome. The bill was introduced about a year ago when the State was really struggling with timeliness and it was explained to the Senator that steps have been taken since then to address much of the timeliness issues. The State has been consistently working with the county welfare agencies and steps, such as the transition to case banking have been taken to dramatically improve timeliness. Mr. Sheekey stated that the Senator was receptive and a compromise is being worked on that will not force the county welfare agencies to acknowledge every single receipt that comes into the agency.

Ms. Betteridge questioned as to what may have prompted the proposed bill. Mr. Sheekey stated that he believes what legislators are hearing is that customers are dropping off paperwork, they come back and the agency says they don't have the paperwork. The customer has no proof that they had dropped the paperwork off. Even if the customer had, and even if the agency did provide a receipt, if the paperwork is not available, the agency cannot process the case. There is nothing that currently acknowledges that the customer has made the effort to provide needed documentation and they have done their part.

Mr. Sheekey stated it is hoped that the new SnapTrac system that has recently been rolled out in ten counties will be able to be tweaked to possibly generate some type of receipt. What happens

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in many cases is that customers bring in paperwork piecemeal, not all at once, so that acknowledgement for each time something is received is difficult.

Ms. Hentisz stated that she has been hosting a series of meeting on the CRM system and that there has been a lot of positive input from most departments. There is one department left to conduct an initial meeting which will be held tomorrow morning. Ms. Hentisz stated that she is giving the McGladrey Company that is building the system their first pass at meeting with each of the departments to go over departmental processes. Ms. Hentisz was pleased to report that they are ahead of schedule and tomorrow afternoon McGladrey Company representatives will be coming back to the agency to present what they have built to our Services Department. Three or four department systems have actually been built and next week a second pass will begin with each of the departments. The original goal was to be rolled out by June, but it now looks like a couple of departments may be rolled out by mid-April.

Mr. Sheekey stated that the monthly Freeholder’s Meeting will be held this Thursday night at the Collingswood Community Center. Every so often the BOSS is asked to nominate a staff member for the Camden County Employee of the Month award. An email was sent out to the administrators, there was no response, and a nomination was submitted by him and Ms. Hentisz for Sharon Hall who has been a critical component in the Director’s Office for years. Mr. Sheekey stated that he had also nominated Ms. Delma Perez and Paul Montes in the past for the award. Mr. Sheekey mentioned that in the future nomination requests will be sent to the supervisors as well as the administrators.

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

FISCAL REPORT Shawn Sheekey, Director

Mr. Sheekey stated that each Board member has received in his or her packet copies of the Fiscal Reports for the months of January and February 2015. Mr. Sheekey stated that the reports show that expenditures are well within the prorated budget and that receipts exceeded expenditures by about \$118,000.00. Mr. Sheekey stated that if anyone had any detailed questions Ms. Pagano would be happy to address them upon her return tomorrow.

Mr. Rhodes requested a motion to accept the Fiscal Reports for January 2015 and February 2015 as presented.

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.

OLD BUSINESS PUBLIC SESSION

There was none.

NEW BUSINESS PUBLIC SESSION

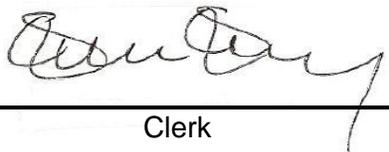
There was none.

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Mr. Gerald Baker, Vice President, CWA Local-1084 mentioned that representatives from the union will be present regularly at the Board meetings. He also mentioned that contract negotiations are now 15 months in and although there have been good meetings with Mr. McKernan, there have been offers and some resolve made to other county agencies but no offers made to CWA.

Mr. Baker stated that regarding the legislation that Mr. Sheekey had spoken about in his Director's Report, he would think that the CWA District Office would be glad to pull together to try to stop legislation like that and he would bring it up to them.

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