

March 19, 2014

The regular meeting of the Camden County Board of Social Services was held on Wednesday, March 19, 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; 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: There was 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 February Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for March.
- Requisition from the County Treasurer for administration expenses for April.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of April.

Mr. Rhodes requested a motion to approve.

Ms. Michielli 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. Michielli moved to open the Public Participation portion of the Open Session, seconded by Dr. Krivy.

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. Dr. Krivy motioned to close the Public Portion. Ms. Michielli 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 204-2014 – Authorization to Renew a Contract with the County of Camden for Adult Protective Services ..... Sharon Faber, Esquire**

The Camden County Board of Social Services is desirous of renewing its contract with the County of Camden to obtain funding for the Adult Protective Services Department of the Camden County Board of Social Services, in order for this Agency to carry out vital service functions. The BOSS authorizes the execution of a contract (Grant Agreement Number 2014-082) with the County of Camden for the period January 1, 2014 to December 31, 2014.

Mr. Rhodes requested a motion to approve Resolution 204-2014.

Dr. Krivy 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 205-2014 – Authorizing the Appointment of Special Legal Counsel to Represent the Camden County Board of Social Services in Child Support Matters ..... Sharon Faber, Esquire**

In response to publicly advertised Request for Proposals the Board has received and reviewed the proposals submitted. The evaluation committee for this Request for Proposals has recommended that and hereby appoints the Law Firms of Mattleman, Weinroth & Miller, P.C., Zane and Lozuke, and Angelini, Viniar & Freedman L.L.P. be appointed as Special Legal Counsel to handle child support matters on behalf of the Camden County Board of Social Services at an hourly rate of \$97.00 per hour commencing April 1, 2014.

The annual limitation on the Law Firm of Mattleman, Weinroth & Miller, P.C., Zane and Lozuke, and Angelini, Viniar & Freedman L.L.P. shall be \$30,000.00 each.

Mr. Rhodes requested a motion to approve Resolution 205-2014.

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.

**OPEN SESSION  
Public Participation**

**Resolution 206-2014 – 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, 2014.

Mr. Rhodes requested a motion to approve Resolution 206-2014.

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.

**DIRECTOR’S REPORT ..... Shawn Sheekey, Director**

Mr. Sheekey stated that he will provide the Board with any updates he receives on topics discussed at the monthly DFD.

Mr. Sheekey stated that the directors held their monthly CWDA meeting at the Annual Child Support Conference that was held in Atlantic City last Friday. The main topic is the Medicaid applications issue that he had mentioned to the Board at last month’s Board meeting. Mr. Sheekey stated that the CWA directors are deeply concerned about processing the tsunami of medical applications especially since CASS was delayed and will not be delivered for another year which has taken the agencies back to a very paper driven process. Mr. Sheekey stated that he and Ms. Hentisz will be meeting with Mr. Tucker and the Medicaid staff to discuss a plan to deal with processing the medical applications. Mr. Sheekey stated that Cooper Hospital has offered some AmeriCorps volunteers. There State has talked about procuring a temporary firm for temp workers but that would be at the County’s expense. Mr. Sheekey stated that the agency may need to consider redeploying staff to assist with processing Family Care/ACA applications. This is a statewide problem and options are being reviewed. Mr. Sheekey provided the Board with copies of an article regarding signing up for ACA at the Marketplace.

Mr. Sheekey stated that the Division of Family Development (DFD) has provided the agency with a \$70,000.00 grant to spend on defined items, such as shelving, TV monitors in the lobby, computers, additional scanners, etc., that will help the agency improve case banking.

Mr. Hentisz provided an update on the agency’s food stamp timeliness stating that the federal auditors were in last week and reviewed 26 random cases that were pulled from the December caseload. The review did not go as well as hoped. The agency is looking at an approximate 50% timeliness rate for the December cases. This is an improvement over the 23% timeliness rate the agency had in November. Most of the other large counties in the state are in the 50-60 percentiles for timeliness as well. The biggest issue is not getting the expedited benefits completed within the required seven (7) day period. Most of these cases did not get their benefits for nine to ten days. Mr. Sheekey stated that the agency may challenge the State on this as there were days that the State was closed due to weather and cases could not be processed. The State previously informed us they would not look at cases done on those days because they were not open to issue the benefits even though the CCBSS was open and processing cases. This should not be a penalty on the part of the agency. Ms. Hentisz stated that the units are working on current cases and keeping them as current as possible. Approved overtime is still being utilized whenever possible to clean up the backlogs.

**OPEN SESSION  
Public Participation**

Ms. Hentisz stated that the CCBSS was selected as the pilot county for the new MED-1 form. The MED-1 is a form that the client can have filled out by their doctor in order to defer them from the work activity requirement under Work First New Jersey. There have been a lot of issues with the form. A conference call was held last week with the State to discuss concerns and request changes on the new form. The requested changes have been made to the form by the State and the revised new form was received by the agency this morning. The agency will be using the form over the next three (3) months to see if the new form is better than the old form.

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. Ms. Pagano mentioned that the expenditures are in line with the pro-rated budget. If there were any questions, she commented that he would be happy to address them.

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

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.

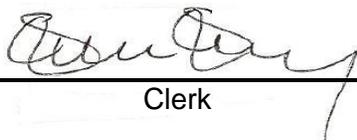
**OLD BUSINESS PUBLIC SESSION**

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.

  
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Clerk