

October 17, 2012

The regular meeting of the Camden County Board of Social Services was held on Wednesday, October 17, 2012 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; Stephen Sykes, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Frank DeMonisi, Esquire; Sharon Faber, Esquire; MaryEllen Sittner, Personnel Officer; Greg Smith, Sr. Management Assistant; Marc O'Connor, Systems Analyst; 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 place at 600 Market Street and the County Clerk was notified.

Mr. Rhodes requested approval of the following items:

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

Mr. Rhodes requested a motion to approve.

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.

**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 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. Michielli moved to close the public participation portion of the Open Session. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

**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. 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.

**Resolution 220-2012 – Resolution Revoking Chapter 88 Provisions ..... Frank DeMonsi, Esquire**

The BOSS has determined that in order to be in accordance with newer law it is necessary to revoke a Resolution adopted on May 12, 1999 implementing the provision of Chapter 88 P.L., 1974 which allowed the BOSS to pay premium charges for certain eligible pensioners and their dependents and to reimburse Part B Medicare premiums for such retirees and their spouses covered by the State Health Benefits Program.

Mr. Rhodes requested a motion to approve Resolution 220-2012.

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.

**Resolution 221-2012 – Resolution Adopting the Provisions of Chapter 48  
(N.J.S.A. 52:14, 17.38) Allowing the Payment of State Health Benefits Program Coverage for  
Certain Retirees ..... Frank DeMonsi, Esquire**

The BOSS is a participating employer in the New Jersey State Health Benefits Program. Resolution 221-2012 provides flexibility in applying new criteria and protecting employees and retirees who have already met the standards that are currently in effect. The Resolution allows the BOSS to pay for State Health Benefit Program coverage for certain retirees as stated on Resolution Addendum – Chapter 48, P.L. 1999 effective January 1, 2013.

Mr. Rhodes requested a motion to approve Resolution 221-2012.

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**

**Resolution 222-2012 – Resolution Establishing Service Requirements for Medical and Prescription Benefits in Retirements ..... Frank DeMonsi, Esquire**

Resolution 222-2012 provides for medical and prescription benefits for retired employees who meet certain service requirements, including premium charges for Part B of Medicare for the employee and qualifying dependents, and members of the Administration, excepting employees who elected deferred retirement. Members of Administration who meet the requirements will contribute to the premium for medical and prescription coverage at the rate applicable at the time the service requirements are attained, or, in the case of a member of Administration who attained 20 years of service before 6/28/2011, the rate applicable at that time.

Mr. DeMonsi mentioned that the Board had previously passed Resolution 218-2009 which contains language in the last paragraph that is contrary to the actions being presented for approval today and would be appealed by implication. Mr. Rhodes stated that Chapter 88 precludes the Board from acting on the language contained in the Resolution according to State interpretation. Mr. DeMonsi stated that by passing the aforementioned Resolutions being presented today, by implication, the Board is repealing that action. Mr. Rhodes stated that there is a small amount of administrative employees who will retire and the language in the Resolution will no longer impact them. The State is saying that because the BOSS is Chapter 88, Chapter 88 pays 100% and even though a resolution was passed stating otherwise the agency cannot charge them. Those applicable persons are still protected under Chapter 78 but the agency is adopting Chapter 48, the newest and most recent rule that permits the agency the flexibility to negotiate or set policies within the boundaries of the State Health Benefits Program and State statute.

Ms. Betteridge asked if the agency needed to stay with the New Jersey State Health Benefits Program. Mr. Rhodes stated that periodically other options are evaluated to assist in determining whether or not it is financially feasible to stay in the SHBP. A few years ago the County looked into possibly bringing the BOSS into the program it was enrolled at the time, but with the age of the population and the claims history, it would have cost more. The County unions may want to look at other options available come January 1, 2014, when the current contracts expire, because they will be paying a portion of the premium under Chapter 78. It is not only in the agency’s best interest to have lower premiums but the employee would much rather pay a percentage of something that doesn’t cost as much because they save money.

Mr. Rhodes requested a motion to approve Resolution 222-2012.

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.

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

Mr. Sheekey provided the Board members with an update from the last Division of Family Development meeting. He stated that last year the agency was given two rounds of PAAD applications to process and it was known at that time that there was one-third round left. There are 24, 000 pending applications with the State, 1,800 of which belong to Camden County. The State recognizes that the agency is under a lot of pressure to process the current applicants and has been looking for a way to assist. Benefit Data Trust was a company identified by the State that could possibly assist in the application process but the State was wondering how the company could be procured at the county level. The County Welfare Directors asked why the State could not do the procurement for the 21 different counties and the CWAs would utilize the services. This is now in a holding pattern and the last thing the CWAs need is for the State to just drop 1,800 more applications in each of the agencies’ laps.

**OPEN SESSION  
Public Participation**

Mr. Sheekey stated that a lot of time was wasted contacting people who did not know they were on any list and where shocked when contacted. Most of the seniors contacted were eligible for a \$16.00 benefit and requested that the benefit be given to someone who really needs it. The lists were not very clean but it has been assured that the last round was purged of a lot ineligible people. Mr. Sheekey stated he would provide the Board members with any further developments as procurement by the State could take up to a year and that is why they want the procurement done at the County level.

Mr. Sheekey stated that the County Welfare Directors' Association meeting was mainly comprised of questions regarding titles that come up within the agency lists, how lists are generated, etc. The top personnel from the Civil Service Commission spent a good portion of the meeting discussing how the CSC has downsized and gave statistics on the amount of work that is produced just doing postings in a single month. It was also an opportunity to discuss antiquated titles and other items that would assist the agencies while moving forward.

Mr. Sheekey stated that Mr. Marc O'Connor was set up to provide the Board members with a short presentation on CASS which was produced by the State. This presentation was the first kick-off to their rollout to the front line workers, administrators and supervisors as to what CASS is and how it will change the CWAs way of doing business. The State also provided posters to promote CASS to be placed in employee areas.

Mr. Sheekey stated that the BOSS administrators will be going to the Camden County One Stop on Wednesday, October 24<sup>th</sup> to get the first introduction for top managers to see what Hewitt Packard has done with working with the State. Newsletters will be sent out and employees will have access to a website where they can go in and educated themselves more on the entire CASS initiative.

Mr. Sheekey mentioned that a Fire Drill was held on Monday, October 15<sup>th</sup>. There are hundreds of people in the County Administration Building (CAB) including clients and staff. The only real problem identified was that people departing the building had to cross the main roadways, which was dangerous, and caused traffic delays. OEM and Camden County Public Safety were pleased as the building was evacuated in seven minutes. Fire Drills will again be conducted on a bi-yearly basis.

Mr. Sheekey mentioned the following upcoming community events:

- Camden County Division of Senior and Disabled Services' "CAREGIVER'S CONFERENCE"  
**Wednesday, October 24<sup>th</sup>**, from 5:30-6:30pm  
CCBSS to send Medicaid representative
- CAMDEN COUNTY FALL JOB FAIR  
Collingswood Grand Ballroom, Collingswood, NJ  
**Wednesday, October 24<sup>th</sup>**, 10:00am – 2:00pm
- CAMDEN COUNTY PUBLIC EMPLOYEES CHARITABLE CAMPAIGN KICK-OFF  
CCBSS 1<sup>ST</sup> Floor Lobby  
**Wednesday, November 14<sup>th</sup>**, 9:00am – 12:00pm

**DEPUTY DIRECTOR'S REPORT ..... Stephen Sykes, Deputy Director**

Mr. Sykes stated that the agency in moving forward with Case Banking and the process of quantifying the amount of work that is pending, not just the amount of work per day being done by workers, but also how much work is backed up and how long it will take on average to complete each type of work. This will help determine how many man hours the work is behind. Eventually this backed up work will go into the Bank – the work that is pending completion. A way of catching up on the backlog of work also needs to be determined so that the amount of cases placed initially in the Bank will not be unmanageable. Piloting counties have found that it was necessary to provide amnesty to workers in order to actually identify the total amount of outstanding work.

**OPEN SESSION  
Public Participation**

Dr. Krivy asked how appreciable the agency's backup was. Mr. Sykes stated that has not been quantified as yet but there are Intake reports that show the number cases pending over 30, 60 and 90 days, and that area shows a concerning amount of numbers, particularly in one unit. Other departments don't have those particular types of pending statistics readily available but do have reports showing the amount of work being generated by the workers each month. Those reports, however, don't provide how much work is still out there waiting for completion. Dr. Krivy wanted to know how the customers would be impacted in relation to providing amnesty to workers. Mr. Sykes stated that some cases should probably have been closed. However, most cases that should be closed probably do get done on time; otherwise the workers would need to do recoupments and claims.

Mr. Sheekey stated that in regards to Dr. Krivy's customer service concern, the backlog is probably considerable and, of course, could negatively affect providing a customer's benefits in a timely manner. Case Banking will expose instances of workers concealing uncompleted work. Mr. Sykes mentioned that the agency is also trying to keep up with the pace of the increasing number of applications coming to the agency seeking services and benefits.

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

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.

The Director's Report continued at this time with the previously mentioned CASS presentation.

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

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.

**FISCAL REPORT ..... Gregory Smith, Sr. Systems Analyst**

Mr. Smith stated that each Board member has received in his or her packet copies of Fiscal Reports. If there were any questions, he commented that he would be happy to address them.

Mr. Smith stated that the prorated budget is in line with expenses at this point in the year.

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

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**

Ms. Betteridge reminded the meeting participants about the Lauren Rose Albert Foundation Mothers Matter 5K Run & Walk to be held on October 28, 2012 at 9:00 a.m. at Washington Lake Park and thanked Mr. Sheekey for sharing the event information with the BOSS staff.

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

  
Clerk