

October 19, 2016

The regular meeting of the Camden County Board of Social Services was held on Wednesday, October 19, 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; Dr. Leonard Krivy, PhD, Secretary/Treasurer; Gwen DeVera

Also present were: Christine Hentisz, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Sharon Faber, Esquire; Paulette Konopka, Fiscal Officer; Joan Quinton, Confidential Aid to Freeholder Carmen G. Rodriguez; Sharon Hall, Sr. Management Assistant

Public Attendance: Christine Colbert, Sr. Personnel Technician; George Jackson, President, CWA-Local 1084; Gerald Baker, Vice President, CWA-Local 1084; Lizzie Jones, Lauwana Martin, Latanya Belcher, Anthony Broadhead, Martine Depoder, Edith Pagan, Darnell Hardee, Allegra Reed, Gladis Zambrana

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 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 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 and the motion was unanimously adopted.

Mr. Rhodes asked if there were any members of the public wishing to address the Board. Mr. Jackson addressed the Board regarding an ongoing issue of receipt of waiver payments for those employees who opted out of health benefits coverage through the agency. Ms. Latanya Belcher also addressed the Board regarding the same issue. After some discussion on the matter, Mr. Rhodes requested that Mr. Sheekey, Mr. Jackson, and Mr. McKernan meet next week in order to discuss the matter further.

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. DeVera moved to close the Public Portion of the Open Session of the meeting. 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 ..... Christine Hentisz, Deputy Director**

Ms. Hentisz 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, Ms. Hentisz stated that she or her staff would be happy to comment on them.

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

**DEPUTY DIRECTOR'S REPORT ..... Christine Hentisz, Deputy Director**

Ms. Hentisz stated that she had nothing to report from the monthly DFD meeting. She provided an update for the CWDA stating that Mr. Sheekey and a fellow director had been requested to testify in front of the Senate Legislative Oversight Committee regarding the Emergency Assistance (EA) rolls and emergency housing. Placements for emergency housing have dropped and the State is concerned if people are being incorrectly denied. The basis for the drop is due to the number of TANF and GA cases dropping. Emergency Assistance housing is tied into a person receiving cash assistance. Since the number of those receiving cash assistance is dropping, those eligible for emergency housing through the agency has dropped as well.

Ms. Hentisz stated that the Partners' meeting has been scheduled for December 8, 2016 at the Camden County College in order to bring back all the partners that attended a meeting last spring to discuss changes that are occurring in the agency and to provide them with an opportunity to bring up any issues they are experiencing with the agency.

**OPEN SESSION  
Public Participation**

The FNS Collaborative had officially kicked off but the trip to Charlotte, NC was canceled due to the riots occurring at the time. The collaborative team came to the agency last week and spent two days meeting in the board room working on process mapping. Ms. Hentisz reviewed the charts and post it notes on the board room walls from those meetings with the members of the Board. Ms. Hentisz explained that what the members of the Board were seeing on the walls involved just the agency’s online new application process. The numerous yellow post it notes on the charts indicate where the staff felt there were problems with the process. Some of the problems are not related to the agency or its process, but to clients returning documents late. This information is being taken and used on mini tests hoping to improve the delays in the processes. Ms. Hentisz provided an example that shows how they cut processing time when stuffing envelopes. By changing how the work get to people, they were able to complete the work in half the time.

Ms. Hentisz stated that though this is a lot of work, she is extremely excited about the benefits that will be realized by making a lot of little changes. She stated that the group that is facilitating the collaborative is not limiting the participants to food stamps, although the collaborative is geared for improvement in issuing food stamp benefits, the group understands that the CWAs do more and are willing to allow the agencies to tweak the processes in TANF, GA and Medicaid as well, ensuring that other area don’t become a problem just because the focus is on food stamps.

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

Ms. Michielli 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..... Paulette Konopka, Fiscal Officer**

Ms. Konopka stated that each Board member has received copies of Fiscal Reports in their packet for the month of September 2016. Ms. Konopka stated that there was an increase in revenue due to a supplemental Medicaid payment for June 2016 that was received in September. Ms. Konopka stated that the agency is in a good position financially.

Ms. Konopka stated that if anyone had any questions she would be happy to address them.

Mr. Rhodes requested a motion to accept the Fiscal Report for September 2016 as presented in the packet.

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.

**OLD BUSINESS PUBLIC SESSION**

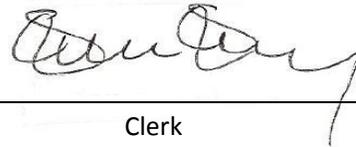
There was none.

**OPEN SESSION**  
**Public Participation**

**NEW BUSINESS PUBLIC SESSION**

There was none.

Mr. Rhodes requested a motion to close the Open Session of the meeting and move to the Closed Executive Session to discuss personnel and legal matters. Ms. Michielli 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.



A handwritten signature in cursive script, appearing to read "Anthony", is written above a horizontal line.

Clerk