

May 7, 2021

At 12:00 P.M., a quorum being present, Mr. McKernan called the annual reorganization meeting to order, and announced that in compliance with the Open Public Meetings Act, the Courier Post Newspaper was 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.

Reorganization – Board Members of the Camden County Board of Social Services

Mr. McKernan requested a roll call:

Mr. James H. Rhodes	Present
Ms. Virginia Betteridge	Present
Ms. Gwen DeVera	Present
Ms. Sharrae Morman	Present
Chris Orlando, County Council	Absent
Freeholder Director Louis Cappelli	Absent
Freeholder Carmen Rodriguez	Absent

Mr. McKernan called for election of officers:

Chairman
Vice Chairman
Secretary/Treasurer

Ms. DeVera nominated: James Rhodes, as Chairman, Virginia Betteridge, as Vice Chairperson, and Ms. Sharrae Morman as Secretary/Treasurer

Mr. McKernan asked if there were any other nominations.

Mr. McKernan stated there being no other nominations he would direct that the nominations be closed, and there were no objections.

Mr. McKernan stated that the nominations are:

Chairman – James H. Rhodes
Vice Chairman – Virginia Betteridge
Secretary/Treasurer – Sharrae Morman

And he called for a vote and these officers were elected unanimously.

OPEN SESSION Public Participation

Mr. McKernan declared that the slate of officers as previously mentioned in the motion is hereby elected for the forthcoming year.

Mr. McKernan turned the meeting over to the Chairman, James H. Rhodes and the Open Session resumed.

Mr. Rhodes requested approval of the following items:

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

Mr. Rhodes requested a motion to approve.

Ms. DeVera 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**

The regular meeting of the Camden County Board of Social Services was held virtually on Wednesday, April 21, 2021 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:

Via Teleconference: Virginia Betteridge, Vice Chairperson; Sharrae Morman, Secretary/Treasurer; Gwen DeVera

Also present were: Christine Hentisz, Director; Lauwana Martin, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel (via teleconference); Edward Hill, Esquire; Paulette Konopka, Fiscal Officer (via teleconference); Christine Colbert, Principal Personnel Technician (via teleconference); Jaritza Nunez, Clerk Typist 3; Rich Behm, IT Director;

Also, in attendance via teleconference were various employees of the Board including, Simone Moore, Audrey Watkins-Kizee, Claudia Walls, Precious Diggs, Tiffany Cobourne, Ashia Robinson-James, Dyon Draft, Sharifa Lawson, Michaela Jones-Benjamin, Cerina Muse, Marlene Ramos, Cynthia Montanez, Jasmin Gallashaw, Katrina Ward, Allegra Reed, Jennifer Hwang and Vanessa Munoz.

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 and the motion was unanimously adopted.

Mr. Rhodes went on to ask if there were any members of the public wishing to address the Board.

OPEN SESSION

Simone Moore stated she would like to know the policy concerning employees who are vaccinated in regard to the 14-day quarantine requirement when returning from travel out of State. Ms. Moore stated that the State has a policy where, if you are vaccinated, the person does not need to quarantine. Ms. Moore stated she believes our policy contradicts the State policy because on the daily COVID assessment it asks if the person has traveled in the last 14 days. Ms. Moore stated It does not make sense because the agency should go by the policy in place by the State of New Jersey where a person does not have to quarantine after travel if vaccinated.

Christine Hentisz stated the County Department of Health is currently making the decisions on quarantine after travel on an individual basis. Ms. Hentisz stated there are many factors in these individualized safety decisions, and that each request is sent to the County Department of Health and the determination is made using CDC and State recommendations. Ms. Hentisz stated the agency's policy has not changed, and that there have been employees who have not been required to quarantine based on the information provided on an individualized basis.

Mr. Rhodes stated that the County Department of Health is making certain that employees are safe in the work environment.

Seeing that there was no one additional, Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Ms. Betteridge moved to close the Public 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.

The Open Session of the meeting continued.

OPEN SESSION

UPDATE STATE AND FEDERAL POLICIESChristine Hentisz, 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 answer.

Mr. Rhodes requested a motion to approve the Director’s Update on the State and Federal Policies.

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

Resolution 215-2021 – Authorizing an Increase in Dependent Care Flexible Spending Arrangements (FSA) for Plan Years Beginning after December 31, 2020 and before January 1, 2022 Edward Hill, Esquire

Mr. Hill presented Resolution 215-2021. Section 125 Flexible Spending Arrangements have allowed for amendments to the plan to increase dependent care flexible spending arrangement from \$5,000 to \$10,500, and from \$2,500 to \$5,250 in the case of a separate return filed by a married individual. This amendment would apply to plan years beginning after December 31, 2020 and before January 1, 2022. The Camden County Board of Social Services wishes to exercise the amendment to the Section 125 Flexible Spending Arrangements to increase Dependent Care Flexible Spending Arrangements for plan years beginning after December 31, 2020 and before January 1, 2022.

Mr. Rhodes requested a motion to adopt Resolution 215-2021.

Ms. Betteridge moved to adopt. Ms. Devera seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

Resolution 216-2021 – Authorization To Amend A Contract With The County Of Camden For Adult Protective Services Grant Edward Hill, Esquire

Mr. Hill presented Resolution 216-2021. The Camden County Board of Social Services is desirous of Amending its contract with the County of Camden to obtain increased funding in the amount of three hundred and seventy-four thousand, seven hundred and seventy-two dollars (\$374,772.00) 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 Camden County Board of Social Services hereby authorizes and, as necessary, hereby retroactively ratifies the execution of the amended agreement with the County of Camden for the period January 1, 2019 to December 31, 2021 involving the receipt of grant funds, and authorizes Christine Hentisz, Director of the Camden County Board of Social Services, to sign such a contract.

Mr. Rhodes requested a motion to adopt Resolution 216-2021.

Ms. Betteridge moved to adopt. Ms. Devera seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

OPEN SESSION

Resolution 217-2021 – Authorizing A Month to Month Agreement (Bid A-48/2020 – 6 Month Option), By And Between The Camden County Board of Social Services and Various Approved Vendors for the Provision of Copy Paper, Computer Paper and Envelopes for Camden County Board of Social Services Under The Camden County Cooperative Pricing System, Identifier #57-CCCPS, On an As-Needed Basis, Pending Re-Procurement of These Services..... Edward Hill, Esquire

Mr. Hill presented Resolution 217-2021. By the resolution adopted September 17, 2020, the County of Camden authorized and awarded contracts to the lowest responsible bidders for Bid A-48/2020, Copy, Computer Paper and Envelopes for various Camden County Departments, Authorities and Agencies under the Camden County Cooperative Pricing System, Identifier #57-CCCPS, on an as-needed basis. The term of six (6) months was from on or about October 1, 2020 through March 31, 2021, with one six-month option to renew. The resolution adopted September 17, 2020, authorized Bid A-48/2020-6 Month Option, with the term commencing on or about April 1, 2021 through September 30, 2021. The Camden County Board of Social Services will enter into a month to month contract directly with Paper Mart, Inc., pursuant to the terms and condition of Bid A-48/2020; also, the Camden County Board of Social Services will enter into a month to month contract directly with WB Mason, pursuant to the terms and condition of Bid A-48/2020.

Mr. Rhodes requested a motion to adopt Resolution 217-2021.

Ms. Betteridge moved to approve. Ms. Morman seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

Resolution 218-2021 – Authorizing the Appointment of Auditor to the Camden County Board of Social Services Edward Hill, Esquire

Mr. Hill presented Resolution 218-2021. The Camden County Board of Social Services has a need for Auditor services. In response to publicly advertised Request for Proposals, the Board has received and reviewed a proposal from Bowman & Company, LLP, a duly licensed Certified Public Accountant in the State of New Jersey. The Camden County Board of Social Services hereby appoints Bowman & Company, LLP as Auditor to the Camden County Board of Social Services with an annual limitation not to exceed \$65,000.00 for a term from May 1, 2021 to December 31, 2021.

Mr. Rhodes requested a motion to adopt Resolution 218-2021.

Ms. Betteridge moved to adopt. Ms. Morman seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

Resolution 219-2021 – Adopting Meeting Schedule and Designating Newspapers to Receive Notices for the Camden County Board of Social Services.....Martin McKernan, Esquire

Mr. McKernan stated that the Open Public Meetings Act states that the Board is required to adopt its annual meeting schedule and designate newspapers to receive notices for the Board of Social Services Board meetings.

Ms. Betteridge moved to adopt Resolution 219-2021 as presented. Ms. Morman seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

OPEN SESSION

Resolution 220-2021 – Authorizing the Camden County Board of Social Services to Recognize May 2ND - 8th 2021 as Public Service Recognition Week in Honor of the Millions of Public Employees at the Federal, State, County and Municipal Levels Edward Hill, Esquire

Resolution 220-2021 recognizes public servants at the federal, state, county and municipal levels for the day-to-day diverse services they provide. The CCBSS proclaims May 2nd – May 8th, 2021 as Public Service Recognition Week and encourages all citizens to recognize the accomplishments and contributions of government workers at all levels.

Mr. Rhodes requested a motion to approve Resolution 220-2021.

Ms. Betteridge moved to adopt. Ms. Morman seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

Resolution 221-2021 – Authorizing an Emergency Award of Contract, For the Purchase of Mergework Villas Edward Hill, Esquire

Mr. Hill presented Resolution 221-2021. Governor Murphy has declared a state of emergency via EXECUTIVE ORDER 103 in response to the coronavirus outbreak. The Camden County Board of Social Services may, without advertising for bids, purchase certain materials, supplies or in circumstances where an emergency affecting the public health, safety or welfare requires the immediate delivery of goods or the performance of services, a contract may be awarded without public bidding regardless of the bid threshold. The Camden County Board of Social Services wishes o authorize an award of contract to Bellia Office Furniture for the purchase of Mergework Villas, at a cost not to exceed five thousand eleven dollars and twenty-six cents (\$5,011.26).

Mr. Rhodes requested a motion to approve Resolution 221-2021.

Ms. Betteridge moved to adopt. Ms. Morman seconded the motion and there being no other discussion on the motion a vote was taken and the Resolution was unanimously adopted.

DIRECTOR’S REPORT..... Christine Hentisz, Director

Ms. Hentisz stated that there has been legislation put through which is awaiting action by the Governor which provides for telephonic signatures for all of our applications. Ms. Hentisz stated currently we are allowed telephonic signatures on an emergency basis due to COVID, but this legislation will allow for a permanent change to the rules and regulations where an individual does not have to sign a paper application. Ms. Hentisz stated that the challenge the State is currently working on is the fact that all those telephonic signatures must be recorded and saved on the State server. Ms. Hentisz stated in the next couple of months, we will start getting information on how telephonic signatures will be implemented in New Jersey.

Ms. Hentisz reported that several years ago there was federal legislation that required anyone who has access to federal tax information had to go through a full fingerprinting and more intensive background check before being granted access.

OPEN SESSION

Ms. Hentisz stated the State has finally worked out the procedure on how to do that and we have received information from the State on who from this agency needs to be fingerprinted. This covers the entire Child Support Department, and some of our legal and overpayment staff who have access to federal tax information. Ms. Hentisz stated we will make sure the staff is in compliance with the new requirements of fingerprinting and background checks.

Ms. Hentisz stated that in regard to updates on the Division of Medical Assistance and Health Services, we are continuing to work on our backlog of new applications, and that the staff has done a tremendous job in the past year in decreasing the backlog. Ms. Hentisz stated the State would also like us to put more focus on Medicaid redeterminations but that, during the pandemic - due to the increase in new applications – we have been less able to deal with redeterminations.

Ms. Hentisz provided an update on the agency response for COVID. She said that, as mentioned last month, the County is working with our staff in helping everyone who is interested in receiving the vaccine and that, as of last week, we had a little over 100 employees who took advantage of this opportunity. Ms. Hentisz stated we do know of other employees who have received the vaccines at another site. Ms. Hentisz stated that we will continue to help employees who want to get vaccinated to get their appointments scheduled for the vaccines.

Ms. Hentisz stated the new lobby is up and running and working very well. She reported that the new lobby is allowing us to have a cleaner flow with the clients, also it is keeping clients to one area of the building and no longer in the basement or on the first floor.

Ms. Hentisz stated that she wished to advise the Board that FEMA has created a program to assist individuals in receiving a reimbursement on the funerals of family members who have passed away due to COVID. Ms. Hentisz stated expenses can be reimbursed all the way back from January 2020 to not exceed \$9,000.00 and the only requirement is the person could not have received assistance from another government entity.

Lastly, Ms. Hentisz stated that we have been working for a while to roll out a mobile app with ADP for staff to be able to access their payroll information without contacting payroll department. Ms. Hentisz stated that through this app, staff will be able to print paystubs, access W-9 information, etc. without contacting a department.

Mr. Rhodes thanked Ms. Hentisz for her Director's Report and asked if there were any questions or comments.

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

Ms. Betteridge moved to approve. Ms. Morman seconded the motion and there being no discussion on the motion, a vote was taken and the motion approving the Report was unanimously accepted.

OPEN SESSION

FISCAL REPORT..... Paulette Konopka, Fiscal Officer

Ms. Konopka stated that each Board member had received copies of the Fiscal Report in their packet for the month of March 2021.

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 March 2021 as presented in the packet.

Ms. Betteridge moved to accept. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was taken and the Report was unanimously accepted.

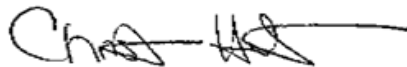
OLD BUSINESS

There was none.

NEW BUSINESS

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. Betteridge moved to discuss such matters in closed session. Ms. Morman seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously approved.



Clerk