

February 24, 2021

The regular meeting of the Camden County Board of Social Services was held virtually on Wednesday, February 17, 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

Not present: Dr. Leonard Krivy, PhD, Vice Secretary/Treasurer

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

Public Attendance: 2 participants via Webex

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.
- Requisition from the County Treasurer for administration expenses for March.
- Movement of funds to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of March.

Mr. Rhodes requested a motion to approve.

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.

**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 and the motion was unanimously adopted.

Mr. Rhodes asked if there were any members of the public wishing to address the Board. Hearing that there was no one, Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Ms. Betteridge 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.

The Open Session of the meeting continued.

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.

OPEN SESSION

Resolution 205-2021 – Authorizing Shared Services Agreement with Camden County College for Security Services.....Edward Hill, Esquire

Mr. Hill presented Resolution 205-2021. The Board of Social Services (“the Board”) and the Camden County College (“the College”) agree that their mutual public purposes, their best interests and the best interests of the taxpayers and the citizens of Camden County will be promoted by the execution and delivery of a Shared Services Agreement for the provision of security services pursuant to the powers conferred by the Uniform Shared Services and Consolidation Act.

It is the desire of the Board to authorize and award to the College this Shared Service Agreement, the term commencing January 1, 2021 and terminating December 31, 2021.

The Board shall reimburse the College for the provision of security services more fully described in an agreement with the College for the provision of security services for a one-year term, retroactive to January 1, 2021 and terminating December 31, 2021.

Mr. Rhodes requested a motion to adopt Resolution 205-2021.

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, with the understanding that the retroactive application of the Resolution to January 1, 2021 was therefore ratified.

Resolution 206-2021 – Ratifying an Award of Contract, Pursuant to Solicitation Of Quotations, By and Between Camden County Board of Social Services And Unitronix Data Systems, Inc., for Software Maintenance..... Edward Hill, Esquire

Mr. Hill presented Resolution 206-2021. The Camden County Board of Social Services awards a contract, pursuant to a solicitation of quotations, to Unitronix Data Systems, Inc. and provides that the proper Board officials be and are hereby authorized to execute all documents necessary to affect an agreement with Unitronix Data Systems, Inc., 1124 Route 202, Raritan, NJ 08869, for envelopes for a total cost not to exceed twenty-three thousand eight hundred forty-six dollars and forty-five cents (\$23,846.45).

Mr. Rhodes requested a motion to adopt Resolution 206-2021.

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 207-2021 – Universal Service Fund.....Edward Hill, Esquire

Mr. Hill presented Resolution 207-2021. The Camden County Board of Social Services desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$19,631.00, to carry out a project to code and verify FAMIS documents for the period July 1, 2020 through June 30, 2021.

Mr. Rhodes requested a motion to adopt Resolution 207-2021.

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.

OPEN SESSION

Resolution 208-2021 – LIHEAP.....Edward Hill, Esquire

Mr. Hill presented Resolution 208-2021. The Camden County Board of Social Services desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$29,446.00 to carry out a project to administer the intake and eligibility determination of prospective beneficiaries of the LIHEAP program, including the accurate input of verified client information in FAMIS for the period July 1, 2020 through June 30, 2021.

Mr. Rhodes requested a motion to adopt Resolution 208-2021.

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 209-2021 – Authorizing an Award of Contract (#A40467), For the Lease of Two (2) RICOH IM8000 Copiers for the Period of Forty-Eight (48) Months Edward Hill, Esquire

Mr. Hill presented Resolution 209-2021. The Camden County Board of Social Services wishes to authorize an award of contract to RICOH USA, Inc. for the Camden County Board of Social Services to lease two (2) RICOH IM8000 Copiers for a period of Forty-Eight (48) months commencing on or about January 1, 2021 through February 28, 2025 under State Contract #A40467, at a cost of three hundred and eighty-five dollars (\$385.00) per month.

Mr. Rhodes requested a motion to adopt Resolution 209-2021.

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 210-2021 – Authorizing an Emergency Award of Contract, For Deep Cleaning Services..... Edward Hill, Esquire

Mr. Hill presented Resolution 210-2021. The Camden County Board of Social Services wishes to authorize an award of contract to Pritchard Industries, Inc. for deep cleaning services from January 23, 2021 to February 27, 2021, at a cost not to exceed nineteen thousand eight hundred dollars and zero cents (\$19,800.00).

Mr. Rhodes requested a motion to adopt Resolution 210-2021.

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 provided an update from the Division of Family Development which runs the TANF and GA programs. Ms. Hentisz stated that the Division had advised that any cash and Emergency Assistance extensions given through the pandemic have been approved through the end of March. This includes the increase to the maximum allotment for Food Stamps, mandates no need for recertifications for TANF and GA, and provides an extension for housing cases. Additionally, we were notified that the

Division is working with the federal government to receive an approval to continue the P-EBT program in 2021. In 2020 the program was for all children on the free or reduced lunch program and the Division is gathering information on how the P-EBT program will work in 2021, Ms. Hentisz stated the P-EBT in 2021 will be based on children who are learning virtually and not physically in school. Lastly, Ms. Hentisz stated that the Division is creating an Employee Fraud Dashboard, which is a system to look into fraud being committed by employees.

Ms. Hentisz provided an update on Medicaid, reporting that the State is testing an MES upload system in four counties in New Jersey. The MES upload system is an upgrade to the current system which employees have to data enter for every Medicaid case. The Medicaid department is also working on the state worker portal. Initially, this system was only for online applications, but we have started data entering the paper applications that come into the agency. Ms. Hentisz stated this system allows for a worker to send information to the different system or systems that we use to verify income and eligibility for clients.

Lastly, Ms. Hentisz updated the board on the agency COVID response. Changes to the Surrogate space will be ready for client use March 1, 2021. Ms. Hentisz stated that she looks forward to bringing the board members through the new space when we start having in person board meetings. Ms. Hentisz stated that the agency continues to provide an enhanced cleaning through the building to ensure the areas are being sanitized properly to avoid the spread of COVID.

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. DeVera 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 January 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 January 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.

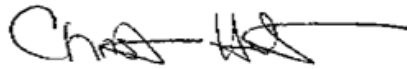
OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Rhodes addressed the board to thank everyone for their support in settling the union contracts. Mr. Rhodes noted his appreciation on how CWA and WSO worked together along with Administration.

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. Devera seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously approved.



Clerk