

July 21, 2022

The regular meeting of the Camden County Board of Social Services was held virtually on Thursday, July 21, 2022 at 3:00 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: Commissioner Virginia Betteridge, Sharrae Morman, Secretary/Treasurer; Gwen DeVera

Also present were: Christine Hentisz, Director; Ivory Marrero, Deputy Director (via teleconference); Edward Hill, Esquire, Paulette Konopka, Fiscal Officer (via teleconference); Nicole Jefferson, Administrative Clerk; Rich Behm, IT Director; Fred Anderson, IT Supervisor; Joan Quinton, Commissioner Aide (via teleconference)

Public Attendance via WebEx: Kellie Coyle, Kelli Ellis, Simone Moore, Chimere Lake, Lizzie Jones, Audrey Watkins-Kizee

At 3:00 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 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.

Mr. Rhodes requested approval of the following items:

- Minutes of the June Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for July.
- Requisition from the County Treasurer for administration expenses for August.
- Movement of funds to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of August.

Mr. Rhodes requested a motion to approve.

Commissioner 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. Commissioner 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 and seeing that there was no one, Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Commissioner 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.

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.

Commissioner Betteridge moved to approve. Ms. DeVera 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 218-2022 –Authorizing an Award of Co-Op Contract (#65MCESSCCPS),
For Scanning Services to ACCUSCAN for the Period of twelve (12) Months.....Edward Hill, Esquire**

Mr. Hill presented Resolution 218-2022 which authorizes an award of contract to ACCUSCAN to perform scanning services for a period of twelve (12) months commencing on or about July 1, 2022 through June 30, 2023 under Co-Op #65MCESSCCPS, at a cost of six hundred and two thousand two hundred and fifty-five dollars and ninety-seven cents (\$602,255.97).

Mr. Rhodes requested a motion to adopt Resolution 218-2022.

Commissioner 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 219-2022 – Authorizing the Camden County Board of Social
Services to Enter into Cooperative Pricing Agreement.....Edward Hill, Esquire**

Mr. Hill presented 219-2022 which authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration. The Educational Services Commission of New Jersey, has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services with the Camden County Board of Social Services.

OPEN SESSION

Resolution 219-2022(cont.) – Authorizing the Camden County Board of Social Services to Enter into Cooperative Pricing Agreement.....Edward Hill, Esquire

Mr. Rhodes requested a motion to approve Resolution 219-2022.

Commissioner 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 220-2022 –Authorizing Reimbursement to Camden County for Space Planning Services.....Edward Hill, Esquire

Mr. Hill presented Resolution 220-2022. The Camden County Board of Social Services has a need for space planning services for the intended move of offices to Woodcrest Corporate Center. The Camden County provided provision of space planning, interior design and associated architectural consulting services for the new Camden County offices at the Woodcrest Corporate Center at a cost of one hundred thousand dollars (\$100,000.00).

Mr. Rhodes requested a motion to approve Resolution 220-2022.

Commissioner 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 221-2022 – Authorizing an Award of Contract (#A40467), For the Lease of Twenty-One (21) RICOH Copiers for the Period of Forty-Eight (48) MonthsEdward Hill, Esquire

Mr. Hill presented Resolution 221-2022 which authorizes an award of contract to RICOH USA, Inc. for the Camden County Board of Social Services to lease twenty-one (21) RICOH Copiers for a period of Forty-Eight (48) months commencing on or about delivery to the Camden County Board of Social Services to their new offices located at Woodcrest Corporate Center under State Contract #A40467, at a cost of nine thousand seven hundred and twenty-one dollars (\$9,721.00) per month.

Mr. Rhodes requested a motion to approve Resolution 221-2022.

Commissioner 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 222-2022 – Authorization to Amend an Agreement with the ComPsych for EAP Services.....Edward Hill, Esquire

Mr. Hill presented Resolution 222-2022, the Camden County Board of Social Services is desirous of Amending its contract with ComPsych Corporation for Employee Assistance Plan from the current end date of May 31, 2022 to a new end date of May 31, 2023. The Camden County Board of Social Services hereby authorizes the execution of the amended agreement with the ComPsych Corporation for the period June 1, 2022 to May 31, 2023 involving Employee Assistance Plan, and authorizes Christine Hentisz, Director of the Camden County Board of Social Services, to sign such a contract.

Mr. Rhodes requested a motion to approve Resolution 222-2022.

Commissioner 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 223-2022 – Authorizing an Award of Contract (State Contract 20-TELE-01510),
For KRONOS Software Support Services.....Edward Hill, Esquire**

Mr. Hill presented Resolution 223-2022. The Camden County Board of Social Services to authorize an award of contract to DELL for KRONOS software support services for a period of 48 months commencing on or about June 24, 2022 through June 23, 2026 under State Contract 20-TELE-01510, at a cost not to exceed One Hundred Fifty-Three Thousand Eight Dollars and Twenty-Two cents (\$153,008.22).

Mr. Rhodes requested a motion to approve Resolution 223-2022.

Commissioner 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.

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

Ms. Hentisz provided information to the Board from DFD (Division of Family Development) and DMAHS (Division of Medical Assistance and Health Services).

Ms. Hentisz stated that the final DFD waiver for Emergency Housing assistance expired on July 1st. Clients receiving housing assistance can no longer be extended solely due to the COVID-19 Pandemic. The housing department social workers have prepared and assisted clients for this change. Ms. Hentisz stated there continues to be an influx of clients coming into the Agency due to their cases being closed for not completing recertifications or Interim Reporting Forms (IRF). Staff are continuously working to process and reopen these cases as quickly as possible. Ms. Hentisz stated last month that she foresees the influx to continue for the next few months, until clients get accustomed to the requirement of recertifying again.

Next, Ms. Hentisz provided updates from DMAHS. Currently, the existing waiver of Medicaid redeterminations and non-closing of cases remain in place. DMAHS has informed that at least a 60 days’ notice will be given to the welfare agencies on when the waiver will end. This waiver is linked to the federal public health emergency, which differs from the state’s public health emergency. Once the federal public health emergency is lifted, the State of New Jersey will be issued a one-year time allotment to clean up any backlogged cases and redeterminations. Ms. Hentisz also stated that fortunately the Medicaid Department has already done a tremendous job cleaning up cases these past two years and remain over 95% timely with redeterminations. So, Ms. Hentisz is more than confident the Medicaid department is prepared to handle this task.

Ms. Hentisz stated that the DIMS (Document Image Management System) Project is continuing to move along nicely. This project consists of scanning all document files from case folders into DIMS. Ms. Hentisz thanked the Board for passing the resolution which contracts a vendor to scan all backlogged documents. This project has also created a separate task of record retention clean up. Each department has been tasked to go through all files and separate what can be destroyed or scanned. The goal is for the Agency to work towards becoming paperless.

Lastly, Ms. Hentisz provided an update on the Agency move. She stated the floor plans are almost finalized. Ms. Hentisz stated that she hopes to have staff tours of the new building scheduled soon before construction begins. Also, Ms. Henitzs stated that there has been discussions and meetings regarding the Camden satellite office location. She hopes by next month, she will be able to provide more information. Ms. Hentisz continues to hold her bi-weekly town hall meetings. These meetings allow staff to ask questions and bring up their concerns related to the move.

OPEN SESSION

DIRECTOR’S REPORT (continued)..... Christine Hentisz, Director

Ms. Hentisz stated the most frequently asked question is, “When is the move date?” Ms. Hentisz has reassured the staff and the Board that as soon as she receives a concrete move in date, she will certainly inform everyone.

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

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

Commissioner 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.

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 June 2022.

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 June 2022 as presented in the packet.

Commissioner 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.

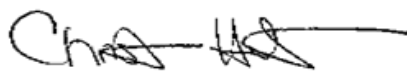
OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Rhodes formally informed of a few recent changes of our board members. He stated that due to the departure of former Commissioner Carmen Rodriguez, Ms. Virginia Betteridge has been appointed as a member of the Camden County Board of Commissioners. Commissioner Betteridge is also the new Commissioner liaison to Camden County Board of Social Services. Subsequently, with her new appointment, Commissioner Betteridge has resigned as a public board member. Mr. Rhodes thanked Commissioner Betteridge of all her hard work and dedication as a public board member and is happy to continue to work alongside her in her new role.

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