

September 19, 2018

The regular meeting of the Camden County Board of Social Services was held on Wednesday, September 19, 2018 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:

Virginia Betteridge, Vice Chair; Gwen DeVera; Sharrae Morman

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

Also present were: Christine Hentisz, Director; Nicolasa Medina, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Edward Hill, Esquire; Sharon Faber, Esquire; Freeholder Carmen Rodriguez; Donnette (Molly) Brown, Human Resource Manager; Christine Colbert, Principal Personnel Technician; Paulette Konopka, Fiscal Officer; Joan Quinton, Confidential Aide to Freeholder Carmen G. Rodriguez, Nicole Jefferson, Administrative Clerk

Public Attendance: Audrey Watkins-Kizee, Simone Moore, Darnell Hardee, Allegra Reed

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

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. Seeing 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 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 POLICIES Christine 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 228-2018 – Authorizing Award of Contracts (Bid A-27/2018 to Various Vendors for the Purchase of Copy, Computer Paper, and Envelopes Under Cooperative Pricing System, ID #57-CCCPs, on an As-Needed Basis..... Sharon Faber, Esquire

By Resolution adopted August 16, 2018, the County of Camden authorized and awarded contracts to the lowest responsible bidders for the purchase of copy, computer paper and envelopes for a term of six (6) months commencing on or about September 1, 2018 through February 28, 2019, with the option of an additional six (6) months extension to be exercised at the sole discretion of the County of Camden.

Pursuant to the Cooperative Pricing Agreement, the Board of Social Services is desirous of obtaining the benefits of said contracts awarded by the County of Camden, and authorizes and awards contracts to the lowest bidders per County Resolution for the term mentioned previously.

Mr. Rhodes requested a motion to approve Resolution 228-2018.

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

OPEN SESSION

**Resolution 229-2018 – Authorizing the Camden County Board
Of Social Services to Renew Its Membership in the Camden
County Insurance Fund Commission Sharon Faber, Esquire**

On January 21, 2010, the Board of Chose Freeholders of the County of Camden established a County Insurance Fund Commission for the purposes provided by law. The existence of the Camden County Insurance Fund Commission is intended to provide Camden County’s various boards, agencies, authorities and commissions with the opportunity to combine resources to manage their liability and casualty risks and employee’s health insurance. The County of Camden appointed three County officials to serve as Commissioners of the County Insurance Fund Commission. The Camden County Board of Social Services (hereinafter “Governing Body”) has determined it is in the best interest of the residents of Camden County for the Governing Body to renew its membership in the Camden County Insurance Fund commission. The membership in the Camden County Insurance Fund Commission shall be for a period not to exceed three (3) years. This resolution shall take effect immediately upon the adoption and publication as required by law.

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

DIRECTOR’S REPORT Christine Hentisz, Director

Ms. Hentisz stated that there were no updates from the Division of Family Development (DFD) and Division of Medical and Health Services (DMAHS) because she was not in attendance at the Director’s Retreat.

Ms. Hentisz informed the Board that the board members will start to see the newly improved and revised board reports starting next month. These reports will closely showcase what goes on monthly within the agency.

Ms. Hentisz reported that the Homelessness and Prisoner Re-entry initiatives are continuing to be beneficial as she meets regularly with the County. There will also be another Homeless Resource Fair in October, in which the Board of Social Services will be taking part. Similar to last year, a few staff members from the Agency will be there to provide information on programs we offer and to assist the County staff at the event. The County’s re-entry specialist, who is located in the jail, is continuing to assist in getting applications started for the soon-to-be-released individuals.

Ms. Hentisz wanted to inform the Board that the Agency experienced a fire a few weeks ago. Fortunately, no one was hurt, however the Agency was closed for two days which caused a small back-up of the Agency’s operation. Ms. Hentisz, along with the Deputy Director, Administrators and support staff, worked the two days the Agency was closed at an off-site location to ensure clients were contacted and other duties/tasks were completed as much as possible. The fire was started from the building’s escalators, and the escalators have now been fixed and are working properly. The building was remediated and thoroughly cleaned due to the smoke from the fire. Ms. Hentisz stated that she is working to update the Agency’s Emergency Plan.

OPEN SESSION

Ms. Hentisz had a presentation for the Board showcasing the newly released intranet site, Board of Social Services (BoSS Today) BoSS Today is a staff-only portal website that has a variety of resources and information for staff. The portal has received great feedback from the staff. BoSS Today is continuously getting updated and new facets are being added with the ultimate benefit being quick and accurate communication and information being relayed to staff.

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

Freeholder Rodriguez 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 adopted.

FISCAL REPORT..... Paulette Konopka, Director

Ms. Konopka stated that each Board member had received copies of Fiscal Report in their packet for August 2018.

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 August 2018 as presented in the packet.

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

OPEN SESSION

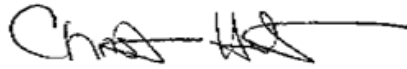
OLD BUSINESS

There was none.

NEW BUSINESS

Mr. Rhodes stated this will be the final Board meeting that Sharon Faber will be attending as she will be retiring from the agency effective October 1, 2018. Mr. Rhodes and the Board wanted to acknowledge and sincerely thank Ms. Faber for untiring efforts, great advice, and support she has been to the Board. Mr. Rhodes expressed his gratitude and wished Ms. Faber the best of luck in her retirement.

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