

March 17, 2020

The regular meeting of the Camden County Board of Social Services was held on Tuesday, March 17, 2020 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 Chair; Sharrae Morman, Vice Secretary/Treasurer; Gwen DeVera

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

Also present were: Christine Hentisz, Director; Lauwana Martin, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Edward Hill, Esquire; Charles G. Oppermann, Esquire; Paulette Konopka, Fiscal Officer; Donnette (Molly) Brown, Human Resource Manager (via teleconference); Greg Smith, Sr. Management Assistant; Nicole Jefferson, Administrative Clerk

Public Attendance: None

Also in attendance were: Stephen Johnson, Vice President of CWA Local 1084; Toni Bobiak, WSO President; Lizzie Jones, WSO Grievance Officer; Juanya Hines, CWA Local 1084 Shop Steward
CWA Local 1084 Members: Janette Norcross, Simone Moore, Rocio Irwin, Alex Cowperthwaite, Michael Madden, Allegra Reed, Bianca Veneziale, Lauren Doran, Michelle Byrd

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

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 stated that he, along with Administration, met with the CWA Local 1084 leadership moments prior to the Board meeting. Mr. Rhodes went on to ask if there were any members of the public wishing to address the Board.

Mr. Stephen Johnson stated that he the members of CWA Local 1084 are requesting that the topics that were discussed in the previous meeting, be addressed quickly. Mr. Rhodes stated that information will be emailed to all staff today, in regards to how the Agency is handling the COVID-19 crisis. Mr. Rhodes referenced a memorandum from the State of New Jersey, which requires welfare agencies to remain open at this current time. Mr. Rhodes listed many revisions and adjustments that have been put into place for the Camden County Board of Social Services to remain operational. Mr. Rhodes went on to say, all Camden County COVID-19 cases are reported to the Camden County Health Officer. As of today, there are no positive test cases of the COVID-19 from employees of Camden County Board of Social Services. Mr. Rhodes went on to say, Administration is taking this matter extremely serious and will continue to take the necessary precaution steps to ensure the safety of those that we serve, as well as its employees. Lastly, Mr. Rhodes stated communication from Administration to the employees will continue to be dispersed as it is received.

Ms. Rocio Irwin inquired if the Agency will be supplying gloves to the employees. Ms. Hentisz responded that all gloves will be distributed to employees. Any additional requests need to be submitted to Office Services.

Ms. Janette Norcross inquired of the cleaning of the Agency building. She stated that frequently touched surfaces throughout the building need to be sanitized and cleaned. Mr. Rhodes stated this concern was previously discussed with union leaderships, and enhanced cleaning of the entire building will begin very soon.

Ms. Simone Moore inquired of those employees whose child care providers closed last week, prior to the mass closures that are currently happening. Ms. Hentisz responded that those situations will be looked into an individual basis.

Mr. Alex Cowperthwaite stated of his concern regarding employees who live with immunocompromised individuals are still coming into work, however employees who have children in school, are able to stay home. Mr. Rhodes stated that certain employee's situation will have to be looked into on a case-by-case basis. At this time, the Agency is adhering to the NJ Civil Service guidelines.

Ms. Bianca Veneziale stated she was informed by her doctor that her immune system is compromised due to her pregnancy. She is inquiring if she would need to use her accrued time, if she needs to stay home due to her health concern in relation to the COVID-19. Mr. Rhodes stated she should submit a note from her doctor and Personnel will address her concerns with her personally. Mr. Rhodes reiterated that the Agency is following the guidelines provided by the NJ Civil Service Commission and the NJ Governor.

Mr. Michael Madden stated of his concern of clients not being encouraged to stay home if they are sick. Mr. Rhodes stated that new directives regarding public access to the Agency will be released to all staff today.

**OPEN SESSION
PUBLIC PARTICIPATION**

Ms. Lauren Doran also stated her concern of using her accrued time in regards to COVID-19 and her pregnancy. Mr. Rhodes replied to submit a note from her doctor and Personnel will address her concerns with her personally.

Ms. Michelle Byrd inquired about the employee that made the claim of being tested for COVID-19, if their workspace area was cleaned? Ms. Hentisz stated that she will contact Office Services.

Mr. Alex Cowperthwaite stated a suggestion for the Agency to utilize the previously used EBT office located on the first floor, for face-to-face screening. Ms. Hentisz thanked Mr. Cowperthwaite for his suggestion.

Mr. Rhodes thanked everyone for voicing their concerns. The Board appreciates the important work everyone is doing and ensures to work on addressing all of the concerns to ensure the safety of the staff and clients during this crisis.

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.

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. 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.

OPEN SESSION

Resolution 213-2020 – Revising the Mission and Vision Statements of the Camden County Board of Social Services.....

Edward Hill, Esquire

The Camden County Board of Social Services deems it necessary to revise and update the Mission Statement to “We are dedicated to providing resources to the residents of Camden County in a compassionate and efficient manner so they can achieve their highest potential.” The Camden County Board of Social Services deems it necessary to create a Vision Statement. The new Vision Statement is “Counseling our Community in Becoming Self Sufficient (CCBSS). The new and revised Mission and Vision Statements shall take effect March 17, 2020.

Mr. Rhodes requested a motion to adopt Resolution 213-2020.

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 214-2020 – Authorizing Award Of Contracts (Bid A-41/2019 6 Month Option) To Various Vendors For The Purchase Of Copy, Computer Paper And Envelopes Under Cooperative Pricing System, Id# 57-Cccps, On An As-Needed Basis.....

Edward Hill, Esquire

By Resolution adopted August 15, 2019, the County of Camden authorized and awarded contracts to the lowest responsible bidders for Bid A-41/2019, 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, for a term of six (6) months commencing on or about September 1, 2019 through February 28, 2020, with one six-month option to renew

It is the desire of Camden County and the Camden County Board of Social Services to exercise the six (6) month option pursuant to Bid A-41/2019, for the term commencing on or about March 1, 2020 through August 31, 2020.

Mr. Rhodes requested a motion to adopt Resolution 214-2020.

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 215-2020 – Authorizing Award Of Contract (Bid A-2/2020) for Office Supplies To Office Basics, Inc. Under Cooperative Pricing System Id #57-

CCCPS.....Edward Hill, Esquire

By Resolution adopted February 20, 2020, the County of Camden authorized and awarded a contract for the purchase of office supplies to Office Basics, Inc., for a one-year term, commencing on or about March 1, 2020 through February 28, 2021.

The Camden County Board of Social Services hereby awards a contract pursuant to the terms and conditions of Bid A-2/2020 for the purchase of office supplies to Office Basics, Inc., 22 Creek Circle, Boothwyn, Pennsylvania 19061 for the term commencing on or about March 1, 2020 and terminating February 28, 2021.

Mr. Rhodes requested a motion to adopt Resolution 215-2020.

Ms. Betteridge moved to approve. 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 stated she will continue to forward the Board members of any updates or changes in regards to the Agency’s response to the COVID-19 crisis. Ms. Hentisz is continuing to send email updates to all staff on a daily basis. Ms. Hentisz is appreciative and grateful of the dedication staff has displayed during these challenging times.

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 adopted

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 February 2020.

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 February 2020 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.

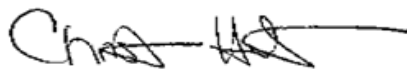
OLD BUSINESS

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