

June 17, 2020

The regular meeting of the Camden County Board of Social Services was held virtually on Wednesday, June 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 Chairperson; Sharrae Morman, 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 (via teleconference); Edward Hill, Esquire; Charles G. Oppermann, Esquire (via teleconference); Paulette Konopka, Fiscal Officer (via teleconference); Christine Colbert, Principal Personnel Technician (via teleconference) Donnette (Molly) Brown, Human Resource Manager (via teleconference); Nicole Jefferson, Administrative Clerk; Rich Behm, IT Director

Public Attendance: None

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

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 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 221-2020 – Resolution Authorizing a Dividend from the Camden County Insurance Fund Commission for Fund Years, 2011, 2012, 2013, & 2014Edward Hill, Esquire

The Camden County Insurance Commission (FUND) is duly constituted as a joint insurance fund. The FUND has obtained a calculation from its Actuary and Executive Director that an excess of money is available as a dividend from its 2011, 2012, 2013, & 2014 Year Fund Accounts for the FUND’s member entities. The Year Fund Accounts is consistent with maintaining the financial integrity of the FUND, and it is in the best interest of the County taxpayers to accept this distribution of excess monies.

Mr. Rhodes requested a motion to adopt Resolution 221-2020.

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 222-2020 – Resolution Authorizing an Award of Contract (State Contract #89851), By and Between the Camden County Board of Social Services and Software House International Corporation (SHI), for Ongoing Support and Software Integration, Implementation, Post-Implementation Support and Maintenance of Client Relationship Management System (CRM—Phase 3, continued)Edward Hill, Esquire

By resolution adopted January 21, 2015, the Camden County Board of Social Services approved and awarded to Software House International Corporation (SHI) a contract under the provisions of State Contract #A77560 for the purchase of the Client Relationship Management System (CRM) software package, as well as the integration, implementation and post-implementation support of same with the Camden County Board of Social Services’ in-house computer network.

The Camden County Board of Social Services seeks authorization to execute all documents necessary to effectuate an agreement with SHI, 290 Davidson Avenue, Somerset, New Jersey 08873, under the provisions of State Contract #89851 for the ongoing support and software integration, implementation, post-implementation support and maintenance of the CRM (continuation of Phase 3), for the Camden County Board of Social Services, for the cost of Sixty-Nine Thousand One Hundred and Sixty-Five Dollars and No Cents (\$69,165.00).

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.

OPEN SESSION

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

Ms. Hentisz provided an update to the Board of the Agency’s continued response to the COVID-19 pandemic.

Ms. Hentisz reported on the recent program changes from DFD and DMAHS. The State approved Pandemic EBT and which will be issued to New Jersey residents sometime in June. Pandemic EBT provides SNAP benefits of \$416.10 per child to all households in which the child/children were receiving reduced or free lunch as of March 15th. The State is working along with the NJ school districts to gather all necessary information on children that were receiving reduced or free lunch. If the household was already receiving SNAP benefits, the additional benefits will be issued to their EBT card. If the household was not previously receiving SNAP benefits, an EBT card will be mailed by the State. At this time, this is a one-time issuance.

Next, Ms. Hentisz stated a supplemental increase allotment for the month of June was issued. Soon, a ‘Document Upload’ option will be made available on the State’s website for SNAP applications. Previously, applicants would have to mail or drop off their documents to the county welfare agencies. The approval for telephonic signatures for those clients that cannot apply for Food Stamps/TANF/GA online, or come into the Agency, has been extended through July 2020. Telephone interviews for TANF/GA applications are permitted. The Work Activity requirements for these programs have also been lifted. Also, the State of New Jersey has been approved for online food purchasing to be done with Food Stamp benefits. Amazon, select Walmart’s, Shop Rites, and Fresh Grocers are the approved vendors for online food purchasing.

Lastly, Ms. Hentisz reported to the Board the Agency’s ‘Return to Work’ Plan. July 6th is currently the tentative return date of staff that have been home due to child care/school closures or an underlying medical condition in relation to COVID-19. A rotation schedule and/or work-from-home shifts will still be implemented to adhere to the social distancing requirements.

Plexiglass and dividers will be installed very soon throughout the building. Temperature checks are being conducted on anyone that enters the building. Masks are mandatory while inside the building. Client access has been limited. If a client does come in, a phone booth is available for the client to contact a case worker, eliminating the case worker having to bring the client to their work cubicle. The Agency’s daily cleaning has been increased. Frequently touched points and surfaces are being cleaned every few hours and there is a deep sanitizing being done every Saturday.

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

FISCAL Report Paulette Konopka, Fiscal Officer

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

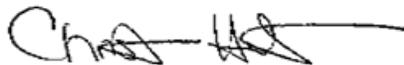
OLD BUSINESS

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



Clerk