

January 20, 2021

The regular meeting of the Camden County Board of Social Services was held virtually on Wednesday, January 20, 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; Lauwana Martin, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel (via teleconference); Edward Hill, Esquire; Paulette Konopka, Fiscal Officer (via teleconference); Donnette (Molly) Brown, Human Resource Manager (via teleconference); Jaritza Nunez, Clerk 3; Rich Behm, IT Director;

Public Attendance: 1 participant 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 December Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for January.
- Requisition from the County Treasurer for administration expenses for February.
- Movement of funds to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of February.

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 to approve 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. 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 201-2021 – Authorizing Salary Increase for Management and Members of Its Administration for the year 2021.....Edward Hill, Esquire

Mr. Hill presented Resolution 201-2021 authorizing a salary increase for Management and members of the Administration for the year of 2020.

Mr. Rhodes requested a motion to adopt Resolution 201-2021.

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 202-2021 – Resolution Authorizing a Petty Cash FundEdward Hill, Esquire

Mr. Hill presented Resolution 202-2021. The Fiscal Officer is hereby authorized to be custodian of \$200.00 for the purpose of petty cash expenditures for the Fiscal Department from January 1, 2021 to December 31, 2021.

Mr. Rhodes requested a motion to adopt Resolution 202-2021.

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 203-2021 – Authorizing the Memorandum of Understanding with the State of New Jersey Department of Human Services Regarding the Administration of DMAHS Programs Including the New Jersey Medicaid and Children’s Health Insurance Program.....Edward Hill, Esquire

Mr. Hill presented Resolution 203-2021 authorizing the extension of a Memorandum of Understanding with the State of New Jersey Department of Human Services for the period January 1, 2021 to March 31, 2021 regarding the administration of DMAHS programs including the New Jersey Medicaid and children’s health insurance programs, and authorizes Christine Hentisz, Director of the Camden County Board of Social Services, to sign such Memorandum of Understanding.

Mr. Rhodes requested a motion to adopt Resolution 203-2021.

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 204-2021 – Authorizing an Award of Contract (State Contract M0003/89850), By and Between the Camden County Board of Social Services and DELL, For the Purchase of Licenses to Access Office 365 and The Client Relationship Management System (CRM).....Edward Hill, Esquire

Mr. Hill presented Resolution 204-2021. The Camden County Board of Social Services is desirous to authorize an award of contract for the purchase of licenses to access Office 365 and the Client Relationship Management System (CRM) Software package for a three-year term, under the provisions of State Contract #M0003/89850. DELL is willing and able to provide said licenses for a three year term for a cost of Four Hundred Twenty-Three Thousand, Eight Hundred Twenty-One dollars and Eighty Eight cents (\$423,821.88) per year, for a total cost of One Million, Two Hundred Seventy-One Thousand, Four Hundred Sixty-Five Dollars and Sixty-Four Cents (\$1,271,465.64) for the three year term.

Mr. Rhodes requested a motion to adopt Resolution 204-2021.

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.

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 stated there have been no additional changes in our programs. SNAP telephonic signatures are still allowed and recertification and IRF's have been extended out through June 2021. This allows us to concentrate on new applications, of which we have had a huge increase. Ms. Hentisz also stated that although the clients do not have to comply with work activity for TANF and GA, the State has asked that we reach out to clients and see if any would like to voluntarily participate *and* refer them to the One Stop. The Case Management Department has started to reach out to our clients that are work ready to see if there is anyone who would like to participate.

Ms. Hentisz stated the agency is continuing to concentrate on new Medicaid applications as the state continues to put a hold on recertifications. Ms. Hentisz noted the tremendous job the Medicaid department is doing on catching up with the backlog and in continuing to show progress every day. The agency is signing a updated Memorandum of Understanding with Medicaid. The state has continued the MOU from last year until March 2021.

Ms. Hentisz stated the former Surrogate Office renovations are still underway and should be ready by mid-February. This new space will be modified to accommodate the clients and staff with new interviewing booths and a new queuing kiosk system to allow clients to self-check in. Also, the new space will have computers available to clients to apply for benefits. Ms. Hentisz also informed the Board the new employees health screening questionnaire is going very well. The health screening questionnaire is completed on the mobile device and it is required to be completed before any staff enter the building.

Lastly, Ms. Hentisz stated the Agency worked along with the State on transitioning out of the Agency's current overpayment and claims system. The Agency started utilizing the OneTrac system to track all overpayment effective January 1, 2021. Ms. Hentisz stated the transition was a success.

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 the month of December 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 December 2020 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.

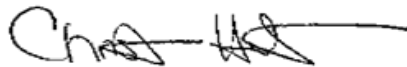
OLD BUSINESS

There was none.

NEW BUSINESS

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