

October 18, 2023

The regular meeting of the Camden County Board of Social Services was held on Wednesday, October 18, 2023, at 12:00 p.m. in the office of the Board at 101 Woodcrest Road, Suite 161, Cherry Hill, New Jersey, 08003 with James H. Rhodes, Chair, presiding. The following members were present:

Commissioner Virginia Betteridge, Vice Chair, Andres Camacho (via WebEx), Sharrae Morman, Secretary/Treasurer (via WebEx), Gwen DeVera, John Kendall

Via WebEx: Simone Moore

Public Attendance: Jennifer Lucas, Cerina Muse

Also present were: Christine Hentisz, Director; Edward Hill, Esquire; Rich Behm, IT Director; Fred Anderson, IT Supervisor, Christine Colbert, Principal Personnel Technician, Nicole Jefferson, Administrative Clerk; Paulette Konopka, Fiscal Officer (via WebEx)

At 12:00 p.m., a quorum being present, Chairman 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 101 Woodcrest Road, Suite 161, Cherry Hill, NJ 08003, and the County Clerk was notified.

Chairman Rhodes requested approval of the following items:

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

Chairman Rhodes requested a motion to approve.

Commissioner Betteridge moved to approve. Mr. Kendall 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**

Chairman 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.

Chairman Rhodes asked if there were any members of the public wishing to address the Board.

Jennifer Lucas addressed the Board regarding the Agency's administration positions. She stated that currently a few administrators oversee multiple departments, she inquired will the Agency open different positions to allow others to test and apply for them? Ms. Hentisz replied that yes there are some positions that will be reopening, like a training supervisor position in the Training Department. However, Ms. Hentisz stated that with continuously reviewing and improving the workflow and processes of the Agency, it became necessary to consolidate a few departments. For example, due to the nature of work of the Fair Hearing and Overpayment departments, it became necessary to have the Legal Department oversee those smaller departments. Ms. Hentisz went on to say, there is a balancing act between ensuring the Agency is streamlined and working properly and allowing the opportunity for advancement within the Agency.

Cerina Muse inquired if there is an update with the Agency's security staffing. Chairman Rhodes replied that the Agency has reached an agreement with the Sheriff's office to have full-time staff stationed at the Agency. Ms. Hentisz stated that the full-time sheriff officer has begun his shift earlier this week.

Chairman Rhodes thanked all for their comments and asked if there were any other members that wished to address the Board.

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

Chairman Rhodes requested a motion to approve the Director's Update on the State and Federal Policies.

Commissioner Betteridge moved to approve. Mr. Kendall 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 220-2023—In Memory of Bonnie Stout.....Edward Hill, Esquire**

Mr. Hill presented Resolution 220-2023 In Memory of Bonnie Stout which was read into the record by Ms. Hentisz.

Chairman Rhodes requested a motion to adopt Resolution 220-2023.

Commissioner Betteridge moved to adopt and sent her condolences to the family. 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 221-2023—Ratifying a Shared Services Agreement (Five Year Option) By and Between the County of Camden and the Camden County Board of Social Services for the Provision of Human Resources Management Services.....Edward Hill, Esquire

Mr. Hill presented Resolution 221-2023.

Resolution 217-2012 adopted July 18, 2012, the Camden County Board of Social Services authorized a Shared Services Agreement with the County of Camden for the provision to the Board by the County of Human Resources Management Services for a period of five (5) years, effective September 1, 2012. The parties have continued their agreement, and it is in the best interests of the parties to ratify the five-year option to renew. The term of the option to renew shall be effective on or about September 1, 2022, through August 31, 2027.

Chairman Rhodes requested a motion to adopt Resolution 221-2023.

Mr. Kendall 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 and updates to the Board from DFD (Division of Family Development) and DMAHS (Division of Medical Assistance and Health Services).

The Agency is working along with DFD to improve its usage of the OneTrac System. The OneTrac system is formulated to help process SNAP, GA, and TANF recertifications and redeterminations. Yesterday, DFD Tech representatives met with a few supervisors yesterday along with Deputy Director Marrero to provide technical assistance and suggestions on how to better streamline and utilize the OneTrac system. Ms. Hentisz went on to say, hopefully sometime early next year, all staff will be trained on how to use the OneTrac System. However, one concern is that the Agency has already created and has been using its own internal tracking system called, CRM. Ms. Hentisz stated that there needs to be a balance of using both systems, and does not want to create too much double work for staff.

Next, DFD informed the county welfare directors that the Corrective Action Plans (CAP) will be resuming. Their focus will be on the timeliness and accuracy of SNAP, GA, and TANF applications. Ms. Hentisz stated that the Agency has not been informed if we've been selected to be placed on a CAP. However, Ms. Hentisz stated the Agency's timeliness rate has remained relatively high.

Ms. Hentisz stated the Director from Department of Community Affairs (DCA) recently shared a presentation with county welfare directors with information on housing assistance. Ms. Hentisz continued that the housing vouchers DCA has are currently only available for applicants who applied last year. DCA also has a waiting list for up to three years, so this program is not too beneficial for our clients that are in need of a more immediate/emergent aid. However, DCA does have a few other programs that our clients may be able to benefit from, which this information has been sent to staff.

OPEN SESSION**DIRECTOR'S REPORT (cont.).....Christine Hentisz, Director**

Next, Ms. Hentisz provided updates from DMAHS.

The Agency's Medicaid Department is still focusing on the Medicaid 'unwinding', which is the continuous review of Medicaid redeterminations that were open during the pandemic. The Medicaid staff are vigorously working through the heavy and increased volume of case work. DMAHS has reported there is about a 50% no response rate state-wide. Ms. Hentisz stated that statistic is similar to what our Medical Department is noticing. Ms. Hentisz stated she greatly appreciates all of the Medicaid staff's hard work thus far.

Also, DMAHS has granted a one-month closure extension to clients that do not respond to the closing of their case. For example, if a case is due to be closed on October 31st, a one-month extension will be granted. This extension decision is made on a month-to-month basis.

Lastly, every year the Agency signs a Memorandum of Understanding (MOU) with DMAHS. The MOU involves determining the amount and allocations of enhanced funding. Ms. Hentisz has received the drafts of the 2024 MOU which will be reviewed by our Legal, Fiscal, and Medical management members. There was a huge concern that the 2024 MOU would provide less funding due to caseload counts decreasing. However, Jennifer Jacobs of DMAHS, has informed that the 2024 MOU will benefit the county welfare agencies, even with decreased caseload amounts.

Ms. Hentisz provided Agency updates and projects to the Board. As it was mentioned during public participation, the Agency has reached an agreement with the Sheriff's Department and she is happy to report again that the Agency now has a full-time Sheriff's officer. Ms. Hentisz stated she continues to keep the Board and Chairman updated regularly with any issues that occur at the Agency. Also, that she, along with her management team continues to review and analyze the security measures for the Agency.

Lastly, Ms. Hentisz provided an update from the CWDA (County Welfare Directors Association). There will be an upcoming Fiscal Officer Training which will provide training regarding DFD and DMAHS funding. The Agency's Fiscal Officer will be attending. Also, the Allocation Committee will be resuming next year. This committee focuses on providing information on allocating funding from the State. Ms. Hentisz also informed the Board that the HSS1 test was held yesterday. She hopes that the many clerical staff who applied and took the test, are able to be promoted and fill the HSS1 vacancies.

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

Chairman Rhodes requested a motion to accept the Director's Report.

Commissioner Betteridge moved to approve. Mr. Kendall seconded the motion and there being no discussion on the motion, a vote was taken and the motion approving the Report was unanimously accepted.

OPEN SESSION

FISCAL REPORT.....Christine Hentisz, Director

Ms. Hentisz stated that each Board member had received copies of the Fiscal Report in their packet for the month September 2023.

Ms. Hentisz stated that if anyone had any questions, she would be happy to address them.

Chairman Rhodes requested a motion to accept the Fiscal Report for September 2023 as presented in the packet.

Mr. Kendall 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.

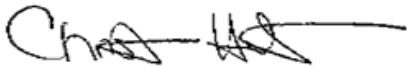
OLD BUSINESS

There was none.

Chairman 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. Mr. Kendall 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.

NEW BUSINESS

Chairman Rhodes requested a motion to grant the discretionary leave request as were presented in Closed Session. Mr. Kendall moved to approve the request. Ms. DeVera seconded the motion and there being no discussion on the motion, a vote was taken, and the motion was unanimously adopted.



Clerk