

December 18, 2013

The regular meeting of the Camden County Board of Social Services was held on Wednesday, December 18, 2013 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:

Susan Michielli, Vice Chair; Dr. Leonard Krivy, PhD, Secretary/Treasurer; Ginny Betteridge

Also present were: Shawn Sheekey, Director; Christine Hentisz, Deputy Director; Martin F. McKernan Jr., Esquire, Board Counsel; Sharon Faber, Esquire; MaryEllen Sittner, Personnel Officer; Mary Ann Pagano, Fiscal Officer; Greg Smith, Sr. Management Assistant; Sharon Hall, Administrative Clerk

Public Attendance: William Tucker, Asst. Administrative Supervisor, IM

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 November Board Meeting.
- The listed expenditures from both Clearing and Administration Accounts.
- The payment of salaries and traveling expenses for December.
- Requisition from the County Treasurer for administration expenses for January.
- To move funds, to be requisitioned from the State and County Treasurers less monies on hand for assistance payments for the month of January.

Mr. Rhodes requested a motion to approve.

Ginny Betteridge moved to approve. Dr. Krivy 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 Dr. Krivy.

There were no members of the public wishing to address the Board. Mr. Rhodes requested a motion to close the Public Participation portion of the Open Session. Dr. Krivy motioned to close the Public Portion. Ms. Betteridge 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 ..... Shawn Sheekey, Director**

Mr. Sheekey 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, Mr. Sheekey stated that he or his staff would be happy to comment on them.

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

Ms. Michielli moved to approve. Dr. Krivy seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

**DIRECTOR’S REPORT ..... Shawn Sheekey, Director**

Mr. Sheekey expressed his appreciation to the members of the Board for their support throughout the year with the various agency projects and initiatives.

Mr. Sheekey stated that the biggest project the BOSS faced during 2013 was the implementation of case banking which has completely changed the way the agency processes client cases. Mr. Sheekey stated that the agency acquired and is moving forward with the complete rollout of the new Kronos system which is state-of-the-art in time and attendance management. The launch of this program has been more involved than what was anticipated. Mr. Sheekey stated that the agency has introduced new security procedures which include the use of a newly installed metal detector. Also, the agency has secured a new computer server which is critical to rebuilding the agency’s IT infrastructure which has been an ongoing frustration. The new server is in the process of being reconfigured to fit the agency’s needs and a lot of the core switches are being upgraded. It is anticipated that most of the servers will be moved over to the County in the next two years which will truly meet the spirit of the County Transformation Initiative whereby the County will be overseeing the agency’s network. Scanning of case information into the DIMS system is scheduled to begin at the agency tomorrow. All new cases will be scanned into the DIMS system and eventually there will be less and less paper case files. The Affordable Care Act (ACA) launch was not a significant impact on the agency as originally thought but it is expected that the agency will see larger numbers of persons coming to the agency as the March 31, 2014 draws closer. Finally, Mr. Sheekey stated that the agency has its new deputy, Ms. Hentisz, who is currently working in the Intake Department to resolve ongoing case banking issues but will be moving to her office to assume her responsibilities as Deputy Director in the near future.

Mr. Sheekey stated that the main topic of the DFD and CWA meetings is the continued delay in the rollout of CASS which is saddling the county welfare agencies with the need to go to manual processes. The state had advised the CWAs at the last minute that both the GAAS and FAMIS eligibility systems would be delinked from the Medicaid Eligibility System (MES) next week. Staff is being trained on how to effectively work around the delinking of these systems. This has been another manual process dropped in the laps of the county welfare agencies without any advance notice from in which to prepare.

**OPEN SESSION  
Public Participation**

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

Ms. Michielli moved to approve. Ms. Betteridge seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

**FISCAL REPORT ..... Mary Ann Pagano, Fiscal Officer**

Ms. Pagano stated that each Board member has received in his or her packet copies of the Fiscal Reports. Ms. Pagano mentioned that the expenditures are in line with the pro-rated budget. If there were any questions, she commented that he would be happy to address them.

Ms. Michielli asked if the agency will be okay financially until the end of the year. Ms. Pagano stated that the agency has managed to keep costs under budget by keeping the number of staff down by carrying vacancies. Although working understaffed is definitely not desirable it has been a large contributing factor in keeping the agency under budget. Also, the state has put in place new regulations regarding employee contributions into the SHBP over the next four years. The employees' contribution will depend on salary and the type of coverage. Some employees will pay more toward their health care costs and others will pay less. Employee contributions, however, do not off-set the increases the agency sees in yearly premium increases to provide this benefit.

Mr. Rhodes requested a motion to accept the Fiscal Reports as presented.

Ms. Michielli moved to approve. Dr. Krivy seconded the motion and there being no discussion on the motion, a vote was taken and the motion was unanimously adopted.

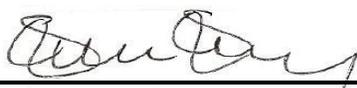
**OLD BUSINESS PUBLIC SESSION**

There was none.

**NEW BUSINESS PUBLIC SESSION**

Mr. Sheekey stated that notification has been received that the federal extension for the extended long term unemployed is set to expire December 28, 2013. This affects 1.3 million individuals nationwide and 78,000 in New Jersey. Mr. Sheekey stated that this will affect approximately 4,700 in Camden County that will no longer receive UIB benefits. A good percentage of these individuals may end up at the doors of the BOSS. Mr. Sheekey also mentioned that he has shared an article in the Inquirer from October regarding the accelerating poverty in Delaware and Camden Counties.

Mr. Rhodes requested a motion to close the Open Session and move to the Closed Executive Session to discuss personnel and legal matters. Ms. Betteridge moved to discuss such matters in closed session. Dr. Krivy seconded the motion, and there being no discussion on the motion a vote was taken and the motion was unanimously adopted.

  
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Clerk

