

HSAC Minutes
February 7, 2018

- I. Call to Order and Roundtable Introductions – B. Desmond
The meeting was called to order at 2:03pm. Roundtable introductions followed.

Members Present:

Jeffrey Pierson – Freeholder
Bill Desmond – Member-at-Large
Barbara Makoski – Provider
Mary Dozier – Provider
John Roy – Consumer Advocate
Katie Faldetta – Provider
Barry Keefe – Member-at-Large
Greg Speed – Provider
George Plewa – Provider
Donna Groome – Provider
Carol Haig – Member-at-Large

Members Excused:

Terri Bryan
Nichol Hoff
Rose Kuprianov
Wayne Whelan
Sarah Matthews
Marilou Rochford

Interested Persons:

Michele Grainger – Ocean, Inc.
Suzanne Conrad – ACE Prevention Partnership
Kathryn Gibson – Cape Assist
Ashley Marchowsky – DFD
Judy Kunec – MHADA Board/Program Review
Kevin Tomasello – DCP&P
Jen Hirsch – DCP&P
Claire Galiano – CARA
Elizabeth Cunningham – SJLS
Betsy Reed – NJDOL
Norma Cordeiro – NJ DVRS
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – B. Desmond
Minutes from the 12/6/17 meeting were emailed to voting members and hard copies were distributed at the meeting. B. Keefe motioned to accept the minutes as circulated and G. Speed seconded. Motion carried. Once approved by the Council, meeting minutes are posted on the Cape May County website.

III. Administrator's Report – S. Hand

S. Hand welcomed those present to the first Council meeting of 2018; she wished everyone a Happy New Year. S. Hand explained that there has been some reorganization within County government and she will be giving the HSAC Administrator's report going forward. She further explained that as part of the reorganization, the County Department of Human Services (CDHS) has remained the umbrella Department but under the CDHS, there are now four (4) divisions. These are the Divisions of Social Services, Veterans Affairs, Aging & Disability Services, and Community & Behavioral Health Services. The HSAC is housed within Community & Behavioral Health Services. Donna Groome is the Department Head for Human Services, as well as, the Division Director for Social Services. P. Devaney will serve as the consulting Department Head for Human Services, as well as, the Division Director for Community and Behavioral Health Services. S. Hand then reported that the County budget process is moving forward. It appears likely that most of the contracts funded through the CDHS will remain funded at CY 2017 levels. However; there is always the possibility that funding levels may be modified as the budget process moves forward. To that end, the HSAC office is in the process of closing out those CY 2017 contracts for which Council has oversight. The office is also working on the execution of CY 2018 contracts. The HUD PITC was held on 1/24/18. While survey tabulation is not yet complete, preliminary data indicates that the numbers will be similar to last year. With regard to the HTF, the CMC Board of Chosen Freeholders are moving forward with implementation. Even though fee collection began on 2/1/17, funds cannot be expended until the Freeholders appoint an Advisory Board and that Board must then develop policies and procedures, bylaws, funding priorities, funding application, and proposal selection tool. To assist in HTF implementation, the HSAC has hired Monarch Housing to serve as a consultant during this process. Representatives from Monarch Housing will be presenting information on the HTF with regard to permissible uses of funding and best practice strategies from other counties to the Board of Chosen Freeholders on 2/27/18 at the Caucus session held at 3pm. Anyone interested in this presentation is welcome to attend. However; it was noted that questions must be held until the public portion of the Freeholder meeting which begins at 4:30pm. DCP&P has notified the HSAC office that the Division will be conducting a monitoring site visit of the HSAC Administration contract for the 3rd quarter (7/1 to 9/30) of 2017. The site visit is scheduled for 2/14/18. The results of the HSAC Annual Evaluation Survey that was conducted at the December 2017 meeting are in the pass around folder for review. Overall, the feedback was very positive. Lastly, the HSAC is asking agencies to assist in disseminating information about the EITC to their clientele. Informational flyers are available for distribution today. Agency representatives are encouraged to take flyers to share with their consumers.

IV. State Department Reports:

- DHS –
B. Desmond reported that copies of all NJ DHS announcements and press releases received since the December meeting including the DHS Reports were either emailed to all on the HSAC distribution lists or placed in the “pass around” folder for review.
- DCF – K. Tomasello
K. Tomasello distributed a written report with the following statistics with regard to the Cape May DCP&P local office for the month of January 2018: 356 total cases, (this = 683 active children with 172 children in placement). The cases breakdown into the following categories: 77 investigation cases, 170 in-home service cases and 109 placement cases (=356 cases). In addition, there were 76 intakes (17 for child welfare and 59 for child protection). Five adoptions were finalized in January. K. Tomasello noted that his written report also included December 2017 statistics as well as a summary report for 2017 which details Cape May Local Office statistics by month. K. Tomasello concluded by announcing that with the change in Governor, there have also been changes in administration at the state level. To that end, Christine Norbut Beyer is the new DCF

Commissioner. Lisa Von Pier will remain the Assistant Commissioner in charge of DCP&P.

V. Committee Reports:

a. Executive Committee – B. Desmond

Minutes from the 1/31/18 meeting were distributed. B. Desmond referenced #1 of the minutes regarding subcommittee meetings to state that the Services for the Disabled Committee is proposing to change its name to the Disability Services Committee. It was explained that the Committee is seeking this change in order to be more consistent with current terminology, as well as, to be in alignment with both the State and County Divisions of Disability Services. However; the Committee is seeking to make this change without going through a full HSAC bylaws amendment (all HSAC subcommittees are listed in the bylaws) process as the change is in name only and the function of the Committee remains the same. K. Faldetta made a motion to approve the change in name of the Services for the Disabled Committee to the Disability Services Committee without amending the bylaws. J. Roy seconded. Motion carried. S. Hand referenced #5 of the minutes regarding the announcement of Adolescent Pregnancy Prevention (APP) funding to state that the HSAC office has received its contract renewal letter and executed contract. Thus, the HSAC office was able to move forward with the APP funding announcement. Anyone interested in applying for APP funding who did not receive the email with the funding announcement is asked to contact S. Hand to obtain the requested application.

b. Services for the Disabled Committee – B. Makoski

Minutes from the 1/16/18 meeting were distributed. B. Makoski stated that as the minutes indicate, the meeting focused on status updates related to ongoing discussions, issues, and activities including the planning of the DVRS transition fair to be held on 5/16/18 at ACCC. B. Makoski added that the Committee also discussed inviting the new NJ DHS Commissioner to an upcoming Committee or Council meeting as she is from CMC.

c. Program Review Committee – J. Kunec

J. Kunec reported that it is expected that the PRC will meet to review the proposals for APP funding after the application deadline has passed.

d. WFNJ-WTW – D. Groome

A written report detailing WFNJ/SNAP caseload numbers for Cape May County as of October 2017 was distributed. D. Groome highlighted the following statistics from the report: 147 GA cases, 116 TANF cases, and 3,793 SNAP cases. The WFNJ participation rate was 14.3%. D. Groome then announced that DFD has issued a “call for entries” for a Teen Media Contest. This is an art contest for middle and high school students. The theme is “What does your family tree look like?” The goal is to celebrate the difference and uniqueness of each family. Winners will be published in the Child Support calendar. Flyers with contest information were available for distribution.

e. CEAS – S. Matthews

Minutes from the 1/9/18 meeting were distributed. S. Hand reported for S. Matthews. She stated that the meeting focused on two presentations – the first was an overview of the Coordinated Assessment system being implemented by the SNJCoC and the second was a training session on the 2018 Point-In-Time Count (which was conducted on 1/24/18).

f. CIACC – P. Devaney

S. Hand reported for P. Devaney. The next CIACC meeting is scheduled for 3/13/18.

g. Membership – B. Keefe

B. Keefe reported that Council has four (4) openings. Three (3) provider positions and one (1) member-at-large position. He stated that Council has received one (1) application for membership. Eleanor McBride of CCS has applied for a provider position on Council. The Membership Committee has reviewed the application and is requesting that Council move forward E. McBride's application for membership. B. Keefe made a motion to recommend Eleanor McBride to the CMC Board of Chosen Freeholders for HSAC membership. B. Makoski seconded. Motion carried. B. Keefe concluded by stating that anyone interested in Council membership should contact S. Hand for an application.

A motion was made by G. Speed and seconded by J. Roy to accept the committee reports as presented. Motion carried.

VI. Liaison Reports

a. MHADA Board – P. Devaney

Minutes from the 11/14/17 MHADA meeting were distributed. D. Groome reported for P. Devaney. She stated that Joe Landis has replaced Claire McArdle as the Prosecutor's Office representative to the MHADA Board.

b. Youth Services Commission – P. Devaney

Minutes from the 12/21/17 YSC meeting were distributed. S. Hand stated that she would answer questions on the minutes for P. Devaney; there were no questions.

VII. Old Business

There was no old business.

VIII. New Business

1. Freeholder Pierson stated that as has been previously reported the County budget process is underway. He expressed his gratitude towards the various County Departments in maintaining their respective budgets which, in turn, has allowed the Freeholders to pursue a budget that calls for less than ½ cent increase in the tax rate. Freeholder Pierson added that he wished to thank all of the agencies and individuals present for their work and efforts on behalf of the residents of CMC. He noted that County government and its departments sincerely appreciate the work of all of the agencies and organizations that comprise the human/social services community.

IX. Public Response

There was no public response.

Meeting adjourned at 2:32pm.