

HSAC Minutes  
February 6, 2019

- I. Call to Order and Roundtable Introductions – J. Roy  
The meeting was called to order at 2:02pm. Roundtable introductions followed.

*Members Present:*

Jeffrey Pierson – Freeholder  
Bill Desmond – Member-at-Large  
Mary Dozier – Provider  
John Roy – Consumer Advocate  
Barry Keefe – Member-at-Large  
Judy Kunec – Member-at-Large  
Carol Haig – Member-at-Large  
Joe Sittineri – Provider  
Terri Bryan – Provider  
Katie Faldetta – Provider  
Sarah Matthews – Provider  
Eleanor McBride – Provider  
Jamie Moscony – Member-at-Large

*Members Excused:*

Rose Kuprianov  
Donna Groome  
Lorenzo McFadden  
Megan Santiago  
Nichol Hoff

*Interested Persons:*

Ashley Sullivan – SUN (Cape Assist)  
Nikki Nichols – SUN (Cape Assist)  
Kevin Tomasello – DCP&P  
Bobbi Jo Taylor – CMCSS  
Joe Fahy – Interested Person  
Samantha Kowalski – CMC DHS  
Kristen Raring – CMC DHS  
Elizabeth Reed – NJ DOL/CMC One Stop  
Elizabeth Cunningham – SJLS  
Pat Devaney – CMC DHS  
Christa Loper – RSRCCRR  
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – J. Roy  
Minutes from the 12/5/18 meeting were emailed to voting members and hard copies were distributed at the meeting. J. Kunec motioned to accept the minutes as circulated and B. Desmond 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 2019; she wished everyone a Happy New Year. She 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 2018 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 2018 contracts for which Council has oversight. Any agency funded with County dollars through the HSAC who has not yet submitted their final report for CY 2018 is asked to do so ASAP. The office is also working on the implementation of CY 2019 contracts. In addition, the HSAC office has received a copy of the executed 2019 HSAC Administration contract package from DCP&P. The HUD PITC was held on 1/23/19. While survey tabulation is not yet complete, preliminary information indicates that the numbers may be slightly higher than last year as this was the first year in quite some time that it was “code blue” on the night of the PITC. With regard to the HTF, the CMC Board of Chosen Freeholders are moving forward with implementation. There will be a meeting on 2/21/19 to solicit input from the community (agencies, organizations, consumers) regarding the services seen as a priority to be funded through available HTF dollars. Monarch Housing will be present to provide information on permissible uses of HTF monies, as well as, the process in allocating funds. The results of the HSAC Annual Evaluation Survey that was conducted at the December meeting are in the pass around folder for review. Overall, feedback was very positive. There was a comment asking for additional time to review subcommittee minutes. S. Hand noted that every effort would be made to accommodate this request. She added that any time there is a question on subcommittee minutes, the question can always be raised at a subsequent HSAC meeting under old business. S. Hand provided a brief history of the origin of County HSACs and the fact that they were designed to be broad based in scope so as to represent a variety of target populations. Whereas, the subcommittees of the HSAC are designed to be more specific in scope and therefore are the arena for much more detailed/focused discussion. Thus, making the subcommittee minutes (at times) difficult to fully comprehend in a few minutes. S. Hand then announced that 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 were encouraged to take flyers to share with their consumers. Lastly, there are flyers available for a NARCAN training session to be held on 2/28 at the Lighthouse Church. There are also copies of the recently completed CMC Health Department Public Health Community Resource Directory. Those present were encouraged to take a supply of directories for their staff/agencies.

### IV. State Department Reports:

- DHS –  
J. Roy reported that copies of all NJ DHS announcements and press releases received since the December meeting 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 2019: 414 total cases, (this = 775 active children with 167 of those children in resource home placement). The cases breakdown into the following categories: 106 investigation cases, 210 in-home services cases and 98 placement cases (=414 cases). In addition, there were 101 intakes (78 for child abuse/neglect investigation and 23 for child welfare assessment). Two adoptions were finalized in January. K. Tomasello noted that his written report also included December 2018 statistics, as well as, summary reports for 2017 and 2018 which detail Cape May Local Office statistics by month. K. Tomasello concluded by reporting that the DCP&P Area Office Director for the Atlantic, Burlington, and Cape May County office has been reassigned. Amanda Hammond is the Acting Area Director.

V. Committee Reports:

a. Executive Committee – J. Roy

Minutes from the 1/30/19 meeting were distributed. J. Roy referenced #6 of the report regarding the use of HSAC consulting funds to hire Monarch Housing for assistance with HTF implementation, and #7 of the report regarding the announcement of APP funds, as well as, the award of CAMC funds to Rutgers SRCRR to state that a motion was needed to approve all three (3) cited recommendations. S. Matthews made a motion to approve the recommendations of the Executive Committee with regard to the referenced items of the 1/30/19 minutes. B. Desmond seconded. Motion carried. S. Hand then referenced #3 of the report regarding the submission of HSAC voting members' annual conflict of interest statements to state that forms were available today for those that have not yet submitted their form to the HSAC office.

b. Disability Services Committee – K. Fitzsimons

Minutes from the 1/22/19 meeting were distributed. S. Hand reported for K. Fitzsimons who is the new chairperson of the DSC. K. Fitzsimons sends her apologies but she had an unavoidable schedule conflict with today's meeting. S. Hand highlighted the following from the minutes: 1) the Committee discussed and developed a revised standard meeting agenda for 2019, 2) a representative from each agency present gave a brief report on the status of their program/agency including any new initiatives or concerns, and 3) the very good news that the issue with access to services for adult consumers with I/DD who also have psychiatric needs appears to be resolved as Rowan Behavioral Health (RBH) is not closing but expanding; RBH will be changing its name to the Rowan Institute for Intellectual Disabilities and will be housed in a new building on the campus of Rowan University. Services will be expanded and additional staff will be hired. S. Hand concluded by stating that the minutes also include the DSC's remaining meeting dates for 2019 should anyone wish to attend.

c. Program Review Committee – J. Kunec

J. Kunec reported that the human/social services contracts funded with County dollars and administered by the HSAC have been executed by the CMC Board of Chosen Freeholders and mailed to the administering agencies. J. Kunec added 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 for September, October, and November 2018 was distributed. B. Taylor reported for D. Groome. B. Taylor stated that the statistics were self-explanatory but she would answer any questions. There were none. B. Taylor then reported that due to the recent federal government shutdown, SNAP (food stamp) benefits for February were issued early; they were issued on 1/17/19. This was not additional benefits but rather an early issuance. She added that 95% of all SNAP benefits statewide were paid early. This required overtime for workers in the County Social Services' offices as there was a significant amount of work to be processed in a much shorter time frame. With regard to Emergency Assistance (EA), Governor Murphy has signed an expansion law for specific groups (expands the time limits for which these groups can receive EA). The groups include those on SSI, WFNJ Permanently Disabled, WFNJ 60+, WFNJ Chronically Unemployable, and WFNJ with a disabled dependent. Those in the specified groups may qualify for the expansion after the conclusion of the 12 month limit and all other hardship extensions. The expansion expires 2/20/24. Social Services' staff are conducting outreach efforts to inform consumers who may be eligible for the expansion services. Lastly, NJ DCA has opened the pre-application list for Section 8 housing. Social Services' staff are encouraging clients to and assisting clients with the completion of these applications.

- e. CEAS – S. Matthews  
Minutes from the 1/8/19 meeting were distributed. S. Matthews reported that the meeting focused on a training session for those participating in the annual Point-In-Time Count (PITC) which was held on 1/23/19. In addition there were status updates on programs/services offered locally (through Cape May County specific funds) and those offered through the SNJCoC.
- f. CIACC – K. Raring  
Minutes from the 1/8/19 meeting were distributed. K. Raring highlighted the following from the minutes: 1) the 2019 meetings will now begin at 1:30pm rather than 2:30pm, 2) a second round of Resiliency training sessions and a pre-school training session will take place in July, 3) representatives from the ACFSO presented on their Youth Partnership program and offered their services in providing the Nurtured Heart training, 4) DCP&P shared the recruitment process of resource families, 5) Cape Assist informed the committee on current addiction services available for Cape May County youth, and 6) members were provided a presentation on the OASIS youth shelter and Transitional Living program. K. Raring concluded by stating that the next CIACC meeting is scheduled for 3/12/19 and that a list of CIACC meeting dates for 2019 was available for those interested.
- g. Membership – B. Keefe  
B. Keefe stated that the Membership Committee report was addressed in #3 of the Executive Committee report. Anyone interested in a voting membership position on the HSAC is asked to contact S. Hand for an application.

A motion was made by K. Faldetta and seconded by T. Bryan to accept the committee reports as presented. Motion carried.

## VI. Liaison Reports

- a. Area Agency on Aging Advisory Council – M. Dozier  
M. Dozier reported that the Division is also working to assist consumers with tax preparation. The Division is participating in the EITC campaign, as well as, working with VITA to provide access to volunteers who will assist seniors with their tax forms and filing. Tax assistance will be available until 4/15/19. Flyers and postcards with information on tax assistance sites and schedules were available for distribution.
- b. Workforce Development Board – T. Bryan  
T. Bryan distributed a WDB written report dated January 2019. She also distributed flyers on the “Quick Path to Energy” program. This is a joint effort between the WDB and Atlantic City Electric to address the utility industry’s need for skilled workers as 25% of Atlantic City Electric’s workforce will be retiring in the next few years. The program is designed to provide candidates with the training and skills needed for employment in the utility industry. Information sessions will be held on 2/7 (one at 10am and one at 6pm) with the next class tentatively scheduled to begin on 2/18. With regard to WDB Youth Programs, providers are now required (by the federal government) to track and count every element of service (every transport, every support service) provided to a youth. This is a very time consuming task. The WDB is also working to initiate a new CDL program (there was a successful pilot CDL program completed last year). T. Bryan concluded by reminding those present that the One Stop continues to conduct orientation sessions for consumers every Tuesday and Thursday at 1pm (no appointment needed) and that information on all WDB programs and services is available on their website via the CMC website which is [www.capemaycountynj.gov](http://www.capemaycountynj.gov).

## VII. Old Business

There was no old business.

## VIII. New Business

1. S. Matthews reported that Leslie Long is the new Executive Director of The Arc of Cape May County. She added that Ms. Long has previous experience with The Arc of NJ, The Arc of Monmouth County, and most recently, Autism Speaks. S. Matthews noted that The Arc of Cape May has recently had to discontinue its Community Based Supports program as it was not sustainable. The Agency is working with families to assist them in identifying new providers. Lastly, flyers are available for The Arc's annual "Sip into Spring" fundraising event.
2. Freeholder Pierson thanked those present for their continued work on behalf of Cape May County residents. He then provided an update on some of the human service issues on which he and the Freeholder Board are working. The issues included: 1) Homelessness – Freeholder Pierson discussed efforts to implement the Homeless Trust Fund through the development of policies, protocols, and procedures, as well as, the first disbursement of funds through an RFP. He noted that there will be a stakeholders meeting on 2/21 to solicit community feedback regarding funding priorities. With regard to Code Blue, the County has been working diligently to address the issues stemming from funding changes at the State level. The County is providing money to municipalities (Lower, Middle, and Wildwoods) to assist with their establishment and operation of Code Blue warming centers. 2) Hepatitis A – There was an employee at the Ocean City Dunkin' Donuts confirmed to have Hepatitis A. The CMC Health Department was called in to provide assistance in cleaning and sterilizing the site. 3) Opioid Abuse – Freeholder Pierson stated that with drug use continuing to rise, County government is working very hard to assist with arresting drug dealers while also providing treatment options to those with substance use disorder. In addition, County government has come out publicly against legalized recreational marijuana. 4) Cancer study – The County has heard concerns from the community regarding the types of cancer being contracted and the cancer rate in CMC. To that end, the Freeholders will be working with Stockton University to conduct a study to identify if there are "pockets" of cancer within CMC. 5) Community Feedback – Freeholder Pierson stated that the Freeholder Board is committed to listening to the concerns and issues of County residents. To that end, he has initiated "Coffee meetings with the Community". The sites for these meetings rotate throughout the County and are an open forum for residents to discuss issues with the Freeholders. He added that he is also investigating the possibility of videotaping and airing the Freeholder meetings as a means of disseminating information to a wider audience.
3. K. Faldetta highlighted the following programs/activities on which Cape Assist is working: 1) The Recovery High School (partnership with Middle Township) has received funding from the NJ DOE; it is scheduled to open 3/1/19, 2) The Cape Assist WISE program will begin an older adult education program focused on pain management. Funding is through an award from DMHAS, 3) Cape Assist will be implementing a smoking cessation program for young adults, and 4) The recently held PRIDE conference focused on building youth resiliency through discussions on understanding youth trauma and ACES on brain development, establishing new procedures for police departmental response to youth (Middle Township) and providing training on de-escalation skills to be used in working/talking with youth. K. Faldetta concluded by announcing that the Sea Isle City (SIC) MAC is sponsoring a presentation on vaping and marijuana usage at the old SIC school building on 2/8/19.

## IX. Public Response

There was no public response.

Meeting adjourned at 2:57pm.