

HSAC Minutes  
March 3, 2021

- I. Call to Order and Roundtable Introductions – J. Roy  
The meeting was called to order at 2:03pm. Meeting held via Zoom. Roll call followed.

*Members Present:*

Chris Zellers – Consumer Advocate  
John Roy – Consumer Advocate  
Mary Dozier – Provider  
Joe Faldetta – Provider  
Judy Kunec – Member-at-Large  
Joe Sittineri – Provider  
Donna Groome – Provider  
Nichol Hoff – Consumer  
Carol Haig – Member-at-Large  
Wayne Whelan – Member-at-Large  
Terri Bryan – Provider  
Christa Loper – Provider  
Liz Meenan – Provider

*Members Excused:*

Joe Fahy  
Megan Santiago  
Rose Kuprianov  
Lorenzo McFadden  
Jeffrey Pierson  
Jamie Moscony

*Interested Persons:*

Shannon Staino – DCP&P  
Sandra Donley – The Arc of CMC  
Jen Zoyac – CSPNJ  
Claire Galiano – CARA  
Jen Hirsch – DCP&P  
Elizabeth Cunningham – SJLS  
Greg Speed – Acenda Integrated Health  
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – J. Roy  
Minutes from the 2/3/21 meeting were emailed to voting members. J. Faldetta motioned to accept the minutes as circulated and J. Sittineri 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 began her report by stating that the focus of the HSAC office for the past month has been largely on the bureaucratic processes of contracting and planning, specifically contract closeouts and research for the HTF – investigating best practices for the provision of housing services eligible for funding under HTF regulations. The HSAC office participated in the Needs Assessment (NA) debriefing call with DCF representatives on 2/25/21. The call was an open dialogue on the NA process, findings, and utilization of completed reports. Overall, DCF comments were extremely

positive and the County was commended on the quality of the report and on the process used to conduct the NA. As noted in the Executive Committee report, the HSAC office received the executed 2021 HSAC Administration contract on 2/17/21. Prior to receipt of the contract, there was communication from DCP&P regarding the elimination of the Adolescent Pregnancy Prevention component to these contracts statewide. S. Hand contacted P. Lynch, CP&P contract administrator, who explained that the information he has received indicated that these funds were to be eliminated effective 10/1/2020 (at the same time as the Child Abuse/Missing Children funds). Thus, the HSAC office has been asked to complete a budget modification for 2020 and for 2021. Since the HSAC has already submitted the 2020 final expense report and noted that it would be returning all awarded APP funds (\$1,000) due to the inability to expend in 2020, HSAC administration will be asking DCP&P contract administration if a budget modification is still required. S. Hand will work with the fiscal department to complete the required forms once received from CP&P. The County received notification of Peer Grouping funding for CY 2021 from NJ DHS Division of Aging Services on 2/9/21. The HSAC office has been working with service providers to develop a spending plan and accompanying LOS. To that end, the proposed Peer Grouping Spending Plan for 2021 has been prepared for review. If Council wishes to approve the PG Spending Plan, a motion will be needed under new business. The Governor presented his proposed state budget on 2/23/21. The FY 2022 Budget Highlights as prepared by NJ DHS were emailed to all on HSAC distribution lists on 3/2/21. The County budget was introduced on 2/23/21 and is expected to go to final adoption by the Board of Chosen Freeholders at their 3/23/21 meeting (pending NJ DCA approval). It continues to appear that all contracts funded through the Division of Community and Behavioral Health Services will remain funded at CY 2020 levels. Lastly, the HTF Advisory Board continues to meet. The most recent meeting was held on 2/17/21. The Board has prepared a funding recommendation for the first disbursement of HTF dollars. The recommendation was submitted to the Board of County Commissioners for consideration on 3/1/21.

#### IV. State Department Reports:

- DHS – N. Troché  
N. Troché was unable to attend today’s meeting. J. Roy reported that all NJ DHS announcements and press releases received since the February meeting including the FY 2022 NJ DHS Budget Highlights have been forwarded via email to all on the HSAC distribution lists.
  
- DCF – J. Hirsch  
A written report with the statistics for the Cape May DCP&P local office for the months of January and February 2021 was distributed with the meeting packet. J. Hirsch began her report by stating that D. Rhile has retired from CP&P as of 3/1/21. J. Mastromarino is the new manager of the CP&P Cape May Local Office. J. Hirsch then highlighted the following from the February statistics: 74 intakes (59 for abuse and neglect, 15 for child welfare assessments), 309 total (active) cases, and 8 children were placed in resource homes. To date, 5 adoptions have been finalized in 2021. J. Hirsch concluded by reporting that office operations remain status quo (as last reported) with staff continuing to work remotely. She added that last Friday (2/26/21) Commissioner Beyer informed CP&P staff statewide that remote work will continue until at least September; it will be revisited at that time. In addition, the Commissioner does not expect offices to ever return to full staff on a daily basis; she expects that staff will be working alternate work weeks/schedules once a return to the offices is permitted.

#### V. Committee Reports:

- a. Executive Committee – J. Roy  
Minutes from the 2/24/21 meeting were distributed with the meeting packet via email. J. Roy asked if there were any questions on the minutes; there were none.

- b. Disability Services Committee – K. Fitzsimons  
J. Roy reported for K. Fitzsimons. The next meeting of the Committee is scheduled for 4/20/21.
- c. Program Review Committee – J. Kunec  
No report.
- d. WFNJ-WTW – D. Groome  
A written report detailing WFNJ/SNAP caseload numbers for Cape May County for November and December 2020 was distributed with the meeting packet. D. Groome stated that the packet also includes a quarterly summary of program statistics for the 4<sup>th</sup> quarter of 2020, as well as, several graphs which depict yearly comparisons of caseload data from January 2016 to December 2020. She highlighted the following from the reports: the three month comparison (the 4<sup>th</sup> quarter report) depicts the increases/decreases from the previous month, the annual charts shows that in 2020, GA numbers spiked to 2016 caseload levels but have decreased and leveled off, TANF caseload did not see that spike but the SNAP caseload did. D. Groome concluded by stating that the building remains minimally open to the public with most work being conducted via phone, email, or mail. Some staff continue to work remotely but all staff expected to return to the office on 3/8/21. Lastly, the Division expects to move to the County Commons site by the end of March or beginning of April.
- e. CEAS – S. Matthews  
S. Hand reported for S. Matthews. The next meeting of the CEAS Committee is scheduled for 3/9/21; it will be held via Zoom.
- f. CIACC – S. Modzelewski  
S. Hand reported for S. Modzelewski. The next meeting of the CIACC is scheduled for 3/9/21.
- g. Membership – C. Loper  
C. Loper stated that Council membership is full. She asked those voting members who have not yet submitted their Conflict of Interest statements to do so ASAP.

A motion was made by J. Kunec 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  
A written update on Division of Aging and Disability Services was distributed with the meeting packet. M. Dozier noted the following from the report: senior centers remain closed, there is no date yet for reopening; “grab and go” meals continue 3 days per week; the Volunteer Income Tax Assistance (VITA) program is operational 6 days per week at 2 locations – the Ocean City Senior Center on Mondays, Wednesdays, and Fridays from 12pm to 3pm and the Lower Township Senior Center on Tuesday, Thursday, and Saturday from 9am to 12pm. Lastly, the Division is collaborating with the Department of Health to assist those seniors who do not have access to a computer to register for the COVID vaccine. The next step in this collaboration will be to identify a mechanism to get those who are truly homebound vaccinated.
- b. Workforce Development Board – T. Bryan  
A written report on WDB business was prepared by T. Bryan and included in the meeting packet. T. Bryan noted the following from the report: the office is still not open to the public but services are being provided by email, phone, and virtually, On the Job Training (OJT) opportunities are available – interested employers include those working in the plumbing and HVAC fields, and

Youth In-School and Out-of-School programs have low enrollments but are operational. She concluded by stating that the One-Stop Career Center has moved into County Commons. The new address is 3801 Route 9 South, Unit 3, Rio Grande, NJ 08242. The main phone line is (609) 224-2020.

VII. Old Business

There was no *old business*.

VIII. New Business

1. T. Bryan asked E. Cunningham if the virtual bankruptcy session being sponsored by SJLS was for agencies or consumers. E. Cunningham responded that it was for both but especially consumers. She added that she will forward the link for the session to S. Hand for distribution to those on the HSAC mailing lists.
2. S. Hand presented the proposed Peer Grouping (PG) Spending Plan and accompanying program LOS for 2021. She noted that the overall spending plan reflects level funding as compared to the 2020 PG spending plan except for “chore services” which were decreased due to utilization during the pandemic. As noted in the Executive Committee report, the PG allocation for 2021 from the State has decreased significantly. The County has agreed to provide additional funding to maintain these programs through 2021. D. Groome stated that for many of these programs there is no other funding source and that even for those with other funding sources such as Mobile Meals there are restrictions on that funding. For example, the other funding sources for Mobile Meals will not cover the costs of delivery drivers for the meals; in CMC this program is too extensive to be able to provide services at the same level if dependent solely upon volunteers to deliver the meals. County Administration and CDHS staff will continue to investigate alternate funding options. W. Whelan made a motion to approve the 2021 Peer Grouping Spending Plan and LOS synopsis as presented. J. Kunec seconded. Motion carried with two abstentions (D. Groome and M. Dozier).

IX. Public Response

There was none.

Meeting adjourned at 2:50pm.