

HSAC Minutes  
October 6, 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:*

Rose Kuprianov – Consumer  
Joe Faldetta – Provider  
Joe Sittineri – Provider  
John Roy – Consumer Advocate  
Mary Dozier – Provider  
Lorenzo McFadden – Provider  
Megan Santiago – Consumer Advocate  
Judy Kunec – Member-at-Large  
Donna Groome – Provider  
Wayne Whelan – Member-at-Large  
Jamie Moscony – Member-at-Large  
Terri Bryan – Provider  
Christa Loper – Provider  
Liz Meenan – Provider

*Members Excused:*

Chris Zellers  
Joe Fahy  
Nichol Hoff  
Jeffrey Pierson  
Carol Haig

*Interested Persons:*

Sandra Donley – The Arc of CMC  
Jen Zoyac – CSPNJ  
Norma Cordeiro – NJ DVRS  
Krista Fitzsimons – Division of Aging & Disability Services  
Bridget DeFiccio – Acenda Integrated Health  
Greg Speed – Acenda Integrated Health  
Shivi Prasad – Legal Services of NJ  
Maura Sanders – Legal Services of NJ  
Nelson Troché – NJ DHS  
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – J. Roy  
Minutes from the 9/1/21 meeting were emailed to voting members. T. Bryan motioned to accept the minutes as circulated and W. Whelan 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 RFP packet for those human service contracts funded with County dollars for which the HSAC has been designated as the administering entity was issued today by the County Purchasing Department. The RFP was advertised in today’s *Herald* and can be found on the County’s procurement portal ([www.capemayprocure.org](http://www.capemayprocure.org)). As noted in the Executive

Committee report, HUD released the 2021 NOFO on 8/18/21. The SNJCoC proposal review committee met on 9/22 to review and score renewal proposals and on 9/24 to review and score new proposals. The CoC application budget (the project priority ranking) will be presented to the SNJCoC Executive Board at their meeting on 10/7 for approval. Once the application budget is approved, project sponsors will be notified so that they may complete their required applications in HUD *e-snaps*. The full SNJCoC application and accompanying project applications are due to HUD by 11/16/21. On behalf of the CEAS Committee, the HSAC office has completed the update of the Homeless Resource Directory. The Directory was sent to all on the CEAS distribution list as well as the HTF Advisory Board members. The HSAC office has also completed the update of the recommendations cited in the 10 Year Plan to End Homelessness (developed in 2016). The Executive Committee has approved the Update for distribution. It too will be shared with all on the CEAS distribution list and the HTF Advisory Board. Anyone else wanting a copy of either document is asked to email S. Hand with their request. For the HTF, the Advisory Board continues to meet. The most recent meeting was held on 8/18/21. The HTF program of housing assistance and intensive case management has been implemented. The program has accepted its first two (2) households. The Case Manager continues to meet with both households. One household has secured housing; the other continues to search for a unit. Lastly, DCF plans to implement a 2nd round of the Needs Assessment in January 2022. The County HSACs were briefed on the planned process at their 9/24/21 meeting. County HSACs have until 10/8 to provide feedback to DCF on the planned process. In addition, the County Human Services' Directors were asked to complete a survey regarding the activities and projects undertaken at the County level by their departments including planning projects and the DCF plans for the 2022 Needs Assessment process. The CDHS Directors will be sharing this information with DCF Commissioner Beyer at their 10/15/21 meeting.

#### IV. State Department Reports:

- DHS – N. Troché  
N. Troché reported that NJ DHS has been busy with various initiatives to assist residents impacted by Hurricane Ida. This includes additional SNAP benefits and the hot food program. Acting Commissioner Adelman participated in the Opiate Forum on Facebook. N. Troché noted that NJ DHS has an active Facebook page; everyone was encouraged to visit the page as well as the NJ DHS website as both contain valuable information. N. Troché then stated that all 21 counties are currently discussing the plans for the 2022 DCF Needs Assessment. He concluded by announcing that State offices will be reopening in full on 10/18/21; this means that all state workers will be returning to their offices on or before 10/18/21.
  
- DCF – J. Hirsch  
A written report with the statistics for the Cape May DCP&P local office for the month of August 2021 was distributed with the meeting packet. J. Hirsch was unable to attend today's meeting due to a staffing issue. However, she did ask that it be reported that DCP&P staff will be returning to the office on 10/18/21. All staff will be returning but there may be an option to work staggered shifts. All DCP&P meetings will be held and attended virtually; staff will not be hosting or attending any in-person meetings.

#### V. Committee Reports:

##### a. Executive Committee – J. Roy

Minutes from the 9/29/21 meeting were distributed with the meeting packet. J. Roy referenced #11 of the minutes to note that the Executive Committee is recommending approval of the Division of Aging & Disability Services' request for a budget revision to their Peer Grouping funded services. He added that the budget revision is in line item only and does not impact the contract ceiling. A handout with the breakdown of the funding revisions as well as the impact on the LOS for the service components was distributed with the meeting packet. J. Kunec made a

motion to approve the Peer Grouping budget revision request. M. Santiago seconded. Motion carried with 2 abstentions (M. Dozier, D. Groome). J. Roy then referenced #7 of the minutes to state that representatives from Legal Services of NJ are in attendance today and will be sharing their presentation on “True Poverty Level”.

b. Disability Services Committee – K. Fitzsimons

K. Fitzsimons reported that the next meeting of the DSC is scheduled for 10/19/21. It will be held virtually via Zoom.

c. Program Review Committee – J. Kunec

J. Kunec reported that the RFP for an array of human services funded with County dollars and administered by the HSAC was issued today. Proposals are due by 11/10/21. It is expected that the PRC will be convened to review the proposals in late November. Funding recommendations will then be forwarded to the Board of County Commissioners for consideration.

d. WFNJ-WTW – D. Groome

A written report detailing WFNJ/SNAP caseload numbers for Cape May County for July and August 2021 was distributed with the meeting packet. D. Groome noted the following statistics from the August report: GA cases = 113 (the GA caseload is now consistent with the 2019 caseload; in 2020 the GA caseload was higher than the 2016 caseload which was the highest caseload in recent history), TANF = 68 (the TANF caseload is the lowest it has ever been this is true for not only CMC, but also, NJ and the nation). D. Groome added that most terminations from the TANF caseload were for no longer having an eligible child in the household and/or for earned income. D. Groome concluded by stating that the SNAP caseload has seen about a 25% increase since the start of the pandemic.

e. CEAS – S. Matthews

Minutes from the 9/14/21 meeting were distributed with the meeting packet. S. Hand reported for S. Matthews. S. Hand reported that the September meeting focused on updates from programs/services offered locally (through Cape May County specific funds) and those offered through the SNJCoC. The Committee then discussed the HUD 2021 CoC NOFO and the timetable for completion. All agency project proposals and the CoC Plan must be submitted to HUD by 11/16/21.

f. CIACC – S. Modzelewski

Minutes from the 9/7/21 meeting were distributed with the meeting packet. J. Roy reported for S. Modzelewski. The following items were highlighted: 1) Debbie Brasch gave an informative presentation about the Caring for Kids organization. The organization focuses on strengthening families and offers a variety of programing, such as: Parents as Teachers, Zoom Dads, Community Baby Shower, Food Pantry, etc. 2) Agency representatives provided updates on their services and activities. 3) The Partnership for Success subcommittee is in the process of completing a logic model for substance abuse prevention for youth ages 9-20 and their families. A draft of the final version will be reviewed at the December CIACC Meeting. The subcommittee is facilitated by the Regional Coalition which is managed by Cape Assist. The next CIACC meeting will be held on December 7<sup>th</sup>.

g. Membership – C. Loper

S. Hand reported for C. Loper who excused herself momentarily to take a call. S. Hand stated that the Membership Committee update is #4 of the Executive Committee minutes. She noted that a candidate for L. Meenan’s provider position on Council has been identified. The individual was asked to attend several HSAC meetings (and has been attending) before submitting the official membership application.

A motion was made by T. Bryan and seconded by W. Whelan 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: the RFP for 2022-2024 Area Plan Contract (APC) services has been completed and contracts have been awarded. She added that these contracts include one new provider – Stockton Center Of Successful Aging (SCOSA); they will be providing a socialization and recreation program at the County operated Senior Centers. The 2022-2024 APC is due to the State by 11/8/21 and Medicare Open Enrollment begins 10/15 and ends 12/7/21. The Division is available to assist consumers with evaluating their Medicare options; consumers should call the Division for an appointment.

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: services are offered virtually and by one-on-one appointment, testing can be done online or in the office, two new training programs are being offered; they are carpentry/property management (begins 10/15/21) and aluminum welding (begins 1/2022), and while the County offices have been open to the public, the State offices will reopen on 10/18/21. Anyone with questions on Unemployment Insurance should be directed to the State website identified in the report. T. Bryan concluded by stating that the One Stop has brochures on various programs and services. She has emailed them to S. Hand for distribution.

VII. Old Business

There was no *old business*.

VIII. New Business

1. M. Santiago announced that the County Health Department has begun holding flu vaccine clinics; they began today. S. Hand asked if the Department had flyers with flu vaccine clinic details. M. Santiago responded affirmatively. She will forward to S. Hand for distribution. She added that information can also be found on the Department's website at [www.cmchealth.net](http://www.cmchealth.net).
2. R. Kuprianov inquired about the SSSD virtual auction. Specifically, how to get a donation to the school. J. Moscony responded that anyone with a donation should send her an email and she will arrange for the item(s) to be picked up.
3. R. Kuprianov reported that DDD Support Coordinators are now permitted to resume in-person visits; they had been conducted virtually. She added that in-person visits are not mandatory until 1/2022. R. Kuprianov further reported that the families of some consumers have asked that the consumer be reassessed for service needs. These reassessments are being conducted virtually. It has been reported that these assessments have resulted in a decrease in the consumer's individual budget. She noted that some of the issues/concerns being noticed by the family may not present during a virtual assessment. Thus, current guidance indicates that, if possible, families should wait for an in-person reassessment. Lastly, the rate for DDD day programs has been increased.

IX. Public Response

J. Roy reminded those present of the presentation on True Poverty Level by Legal Services of NJ immediately after the close of the business meeting.

Meeting adjourned at 2:40pm.