

HSAC Minutes
December 2, 2020

- I. Call to Order and Roundtable Introductions – J. Roy
The meeting was called to order at 2:05pm. Meeting held via Zoom. Roll call followed.

Members Present:

Megan Santiago – 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
Lorenzo McFadden – Provider
Joe Fahy – Member-at-Large
Jamie Moscony – Member-at-Large
Terri Bryan – Provider
Christa Loper – Provider
Eleanor McBride – Provider

Members Excused:

Carol Haig
Chris Zellers
Rose Kuprianov
Wayne Whelan
Jeffrey Pierson

Interested Persons:

Shannon Staino – DCP&P
Danae Palomino – Southern NJ Perinatal Cooperative
Elizabeth Meenan – Acenda, Inc.
Claire Galiano – CARA
Jen Hirsch – DCP&P
Norma Cordeiro – NJ DVRS
Kristen Raring – CMC Human Services
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – J. Roy
Minutes from the 11/4/20 meeting were emailed to voting members. J. Faldetta motioned to accept the minutes as circulated and J. Moscony 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 Freeholder Pierson sends his apologies; he was unable to attend today's meeting as he is teaching at the Police Academy. Freeholder Pierson asked that S. Hand wish everyone a Merry Christmas, a Happy Hanukkah, a Happy Kwanza, a happy holiday season, and a wonderful New Year. S. Hand then reported that the focus of the HSAC office for this past month has continued to be the DCF Needs Assessment. Specifically, the planning, scheduling, recruitment of participants, and the conducting of the required focus groups and key informant

interviews. All key informant interviews have been completed. There are 2 focus groups remaining. These 2 groups are to be comprised of CSOC and CP&P consumers. There have been significant challenges in identifying participants for these groups. So far, two (2) participants have volunteered for each group. Given that the NA report is due 12/31/20, these groups may need to be conducted with limited participants if there are not more volunteers by the end of the week. As noted in the Executive Committee report, the HSAC office issued the County dollar contract renewal packages for CY2021 were sent to funded agencies on 11/12; completed applications are due back to the HSAC office by 12/14/20. The HSAC Administration contract renewal package for CY2021 has not yet been received from DCP&P. S. Hand stated that she has spoken with P. Handshaw, DCP&P contract administrator, who advised that the contract term is being revised to align with the SFY. The renewal contract will be for 18 months and will cover the contract term 1/1/21 – 6/30/22. In addition, P. Handshaw retired effective 12/1/2020; a new contract administrator has been assigned. As for County budgets, County Departmental budgets including CDHS (by Division) were submitted to County Administration and the Board of Chosen Freeholders. Budget hearings to review the submissions will begin next week. Also as noted in the Executive Committee report, the HSAC office will be delaying its annual survey regarding the HSAC meetings. Given that the goal of the survey is to determine if HSAC members/interested persons are happy with the meeting format or if there are recommendations for improvement and that standard meeting operations have been altered due to COVID protocols, it was decided that the survey would be conducted at a later date during the HSAC Administration contract term. Lastly, S. Hand concluded her report by expressing her sincere gratitude and appreciation for everyone's continued involvement with and support of the HSAC and the human/social services community especially during this unprecedented year.

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 November meeting including the announcement of the NJ DHS Budget Listening Session 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 month of November 2020 was distributed with the meeting packet. J. Hirsch reported that referrals to CP&P are down 35% statewide. However; caseworkers are having to do so much extra work (almost triple) for each case as the cases that are being referred are very complex. Almost all cases include domestic violence and substance abuse. The work of the local office is further complicated by the fact that the office needs to be closed completely for sanitization frequently as do the cars used by the workers; there are also frequent staff quarantines (due to COVID protocols regarding exposure). J. Hirsch then cited the following statistics for the Cape May Local Office for November 2020: 73 referrals and 5 adoptions. The adoption total for the year thus far is 15. There were no children placed in resources homes in November. J. Hirsch concluded by thanking J. Moscony for allowing CP&P to use space at SSSD for supervised visitations as the need for space for these visits is statewide (due to limited capacity in office buildings and the building closures as cited above). J. Moscony responded that she was happy to help. It is expected that this practice will continue. J. Hirsch asked S. Staino if she had anything to report from the Area Office perspective. S. Staino stated that the Area Office is experiencing the same issues regarding the office site needing to be closed frequently due to COVID exposures and positive tests. She also echoed J. Hirsch in that referrals are down but the cases are more serious; this is statewide. Lastly, CP&P will be implementing a new initiative that focuses on kinship placements for children that must be removed from their current home setting. While

kinship placement has always been the preferred option, this new initiative will allow workers to conduct further outreach to identify extended family members and will allow flexibility in working with licensing to expedite the process of having the family approved for the care of the children. S. Staino concluded by saying this is a huge mindset shift; the initiative rolls out this week.

V. Committee Reports:

a. Executive Committee – J. Roy

Minutes from the 11/25/20 meeting were distributed with the meeting packet via email. J. Roy referenced #2 of the minutes regarding the HSAC holiday schedule to state that since Council does not meet in January the Executive Committee is recommending that the Committee (Executive) be empowered to convene and conduct business on behalf of Council should an issue arise that necessitates action prior to the next HSAC meeting. J. Fahy made a motion that the Executive Committee be empowered as stated by J. Roy. J. Moscony seconded. Motion carried.

b. Disability Services Committee – K. Fitzsimons

J. Roy reported for K. Fitzsimons. The next meeting of the Committee is scheduled for 1/19/21.

c. Program Review Committee – J. Kunec

No report.

d. WFNJ-WTW – D. Groome

D. Groome stated that she does not have a report this month as the September statistics have not yet been received from DFD. She will report at the next HSAC meeting.

e. CEAS – S. Matthews

Minutes from the 11/10/20 meeting were distributed with the meeting packet. S. Hand reported for S. Matthews. The meeting focused on updates on programs and services currently operating in CMC, as well as, those operating through the SNJCoC. She noted that the Committee also began preliminary discussions/planning for the 2021 PITC.

f. CIACC – K. Raring

Minutes from the 11/10/20 CIACC meeting were included in the meeting packet. K. Raring highlighted the following: Member programs provided updates on providing services during COVID and the meeting dates for 2021 have been set. Meetings are held on the second Tuesday of odd months at 1:30pm. The next CIACC meeting is January 12, 2021.

g. Membership – C. Loper

C. Loper stated that the Committee's written membership report which lists the Committee's recommendations for membership and CY 2021 HSAC officers was distributed with the meeting packet. The Membership Committee is asking for action on three (3) items of business. First, that J. Roy be recommended to the Board of Chosen Freeholders for an additional term (consumers/consumer advocates are exempt from term limits). C. Loper made a motion that J. Roy be recommended to the Board of Chosen Freeholders for an additional term. J. Fahy seconded. Motion carried. Second, that the HSAC recommend E. Meenan to the Board of Chosen Freeholders for Council membership. C. Loper made a motion that E. Meenan be recommended to the Board of Chosen Freeholders for HSAC membership. J. Kunec seconded. Motion carried. Third, the following slate of officers for CY 2021 recommended by the Committee at the 11/4/20 Council meeting be submitted for a vote: John Roy – Chairperson, Wayne Whelan – Vice Chairperson, Christa Loper – Membership Chairperson, Judy Kunec – Program Review Chairperson, Donna Groome – Director and Carol Haig – Director. J. Roy opened the floor to additional nominations. There were none. J. Faldetts made a motion to close

the nominations and E. McBride seconded. Motion carried. C. Loper motioned to accept the slate of officers as presented by the Membership Committee and J. Moscony seconded. Motion carried. C. Loper concluded by stating that as the written report indicates, Council will have full membership as of 1/1/21.

A motion was made by J. Kunec and seconded by L. McFadden 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; the State-sponsored work group completed their development of guidelines regarding nutrition services and senior center reopening – their recommendations have been sent to NJ DOH, however; the work group has been advised that all recommendations are “on hold” due to increasing COVID numbers; “grab and go” meals continue 3 days per week; the Division has received CARES funding for holiday gifts for mobile meals clients; the Division has also received CARES/ADRC funding for COVID Care Assurance – this funding will be utilized to provide services to those who are under 60 years of age and disabled; Medicare Open Enrollment ends on 12/7/20 – the phone appointment system that was implemented due to COVID has been very successful; and the 2021 Statewide Respite Care Program (SRCP) grant is due 12/15/20.

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, while present on the Zoom meeting, noted in the “chat” function that she was having audio difficulties. She can hear others on the Zoom meeting, but she cannot be heard. T. Bryan asked those present to review her report and ask any questions; she stated she would answer in the “chat”. The following items were on the report: 1) One-Stop Career Center online at <https://www.careeronestop.org> provides a variety of services including virtual workshops and job search assistance. 2) For those with questions on unemployment claims, please call the contact number and/or visit the website provided in the written report. 3) Youth programs are operational with ACCC and JCDDT&OC. 4) Adult and Dislocated WIOA Funding remains available for “labor demand” training programs with most programs being held virtually or through a hybrid model. 5) the One-Stop Workforce Development and state offices (Employment Services and DVRS) are moving to County Commons in Rio Grande. The effective date is 12/14/20. Services will no longer be offered at the Wildwood location.

VII. Old Business

1. D. Groome stated that she would like to remind everyone that Social Services is open and is conducting business, however; there is limited public access to the building. There are no face to face interviews being conducted at this time (the State has granted waivers from this requirement for social service program applications). In most cases; business is being conducted over the phone, through email, or US mail. For the homeless population that do not have access to a phone or the Internet, they are being granted access to the building lobby where they are provided a phone to use to speak with a staff member to file an application. D. Groome added that anyone seeking services should be instructed to go online to NJHELPS.org to complete an application. If eligible for benefits, the date of application will serve as the benefit eligibility date. If consumers have information/documentation that must be submitted to Social Services, they can utilize the “drop box” in front of the building, email, or US mail. D. Groome concluded by stating that she will put this information in written form and send to S. Hand for distribution.

VIII. New Business

1. N. Cordeiro of DVRS confirmed that the NJ DOL/One Stop Career Center offices including NJ DVRS will be moving to the County Commons on 12/14/20. She added that while staff will be moving to the new site, the offices will not be open to the public. Services will continue to be provided through mail/email and/or virtually.

IX. Public Response

1. J. Roy thanked those present for their participation on and with the Council. He wished all a joyous holiday season.

Meeting adjourned at 2:45pm.