

BURLINGTON COUNTY BOARD OF SOCIAL SERVICES

Agenda

December 15, 2021

**NEXT MEETING: January 26, 2021 at 3:30 p.m.**

1. Pledge of Allegiance
2. Public Announcement
3. Roll Call
4. Visitors
5. Approval of Minutes of November 17, 2021 (open and executive session)
6. Opening of Proposals submitted under the Fair & Open Process
7. Correspondence:  
  
None
8. Committee Reports:  
  
None
9. Resolutions:
  - A. Resolution #2021- 28 Retirement of Denise King
  - B. Resolution #2021- 29 Retirement of Daphne Ball
  - C. Resolution #2021- 30 Checkpoint Firewall Upgrade
10. Other Business:
  - A. COVID-19 Update
11. Report of Estimated Funds for Assistance for December 2021 (TAB A)
12. Report of Receipts and Disbursements for Assistance Payments for December 2021 (TAB B) and approval of Assistance payments, initial grants, changes in grants, closings, denials, withdrawals and dismissals.
13. Report of Receipts and Disbursements for CSP, Administration, and Clearing for December 2021 (TAB C).
14. Approval of Administrative bills for December 2021 to include Administrative Actions for the Director (TAB D).
15. PERSONNEL:
  - A. Request for medical leave of absence for Tara Davis, Supervising Receptionist, effective November 15, 2021.
  - B. Separation of employment, Bernice O’Sullivan, Human Services Specialist 2, Range 17, \$48,438, effective December 21, 2021.

- C. Separation of employment (retirement, 30 years) Daphne Ball, Human Services Specialist 4, Range 21, \$91,843, effective January 1, 2022.
- D. Separation of employment (retirement, 30 years) Denise King, Human Services Specialist 4, Range 21, \$91,843, effective January 1, 2022.
- E. Ratify the Director's action in the regular appointment of the following Clerk 1s, Range 5, \$30,012, effective December 13, 2021, in accordance with New Jersey Civil Service Commission procedures:

Janelle Hawkins            Tina Holdsworth            Tyler Ingling            Renata Sauer  
Megan Voelker

- F. Ratify the Director's action in the regular appointment of the following Social Workers, Range 19, \$52,716, effective December 13, 2021, in accordance with New Jersey Civil Service Commission procedures:

Dorette Adams            Cindy Blackwell            Moyosola Kolawole

- G. Ratify the Director's action in the promotional appointment of Loona Cadely-Jeanty, Human Services Specialist 2, Range 17, \$48,348 to Social Worker, Range 19, \$52,716, effective December 13, 2021, in accordance with the New Jersey Civil Service Commission procedures.
- H. Ratify the Director's action in the promotional appointment of James Hancock, Building Maintenance Worker, Range 6, \$31,176 to Social Worker, Range 19, \$52,716, effective December 13, 2021, in accordance with the New Jersey Civil Service Commission procedures.

16. Public Comment.

17. Executive Session – Resolution #2021- 27 Formal action may be taken on the following: Personnel Matters, Labor Relations, Litigation, Matters subject to attorney/client privilege.

18. Open Session

19. Adjournment.