



# COUNTY OF SOMERSET DEPARTMENT OF HUMAN SERVICES

## OFFICE OF OPERATIONS & PLANNING

27 Warren Street • P.O. Box 3000  
Somerville, New Jersey 08876-1262  
(908) 704-6300 • Fax (908) 704-1629  
HumanServices@co.somerset.nj.us  
www.co.somerset.nj.us



Human Services Director  
MICHAEL FROST

Administrator of Contract & Fiscal Operations  
ROBERT J. WOODWARD

Planning Administrator  
ZACHARY BERLINER

Mental Health Administrator  
AFN Coordinator  
MEG ISBITSKI

Addictions Services Director  
LISA FEDERICO

Aging & Disability Services  
JOANNE FETZKO

Community Development  
KIMBERLY COWART

One Stop Career Center  
Juvenile Institutional Services  
MONICA MULLIGAN

Richard Hall Community HWC  
NICCI SPINAZZOLA

Rutgers Cooperative Extension  
LISA ROTHENBURGER

Veterans Services  
PETER NIEMIEC

Volunteer Services  
WILLIAM F. CROSBY

Youth Services  
LINDA M. PORCARO

## HUMAN SERVICES ADVISORY COUNCIL

Wednesday, July 27, 2022 Meeting Minutes  
Meeting held via Zoom

### Council Members Present:

Chair Mary Jane DiPaolo, Community Child Care Solutions  
Vice-Chair Pastor Tim Wolf, Pioneer Family Success center  
Secretary Diann Robinson, Adult Day Center  
Andrea Strack, Legal Services of Northwest Jersey (LSNWJ)  
David Walker, Visions and Pathways  
Joanne Kemp, Board of Social Services  
LuAnn Dias, Catholic Charities Diocese of Metuchen (CCDOM)  
Michelle Dufour, Division of Child Protection and Permanency (DCP&P)  
Mike Frost, Director of Human Services  
Nancy Good, Alternatives, Inc.  
Nicci Spinazzola, Richard Hall Community Health and Wellness Center  
Paul Grzella, The Greater Raritan Workforce Development Board (GRWDB)  
Rajni Chopra, Martin Luther King Youth Center (MLKY)  
Richard Schumann, Family and Community Services (FCS)

### Council Members Excused:

Michele Boronkas, Safe + Sound Somerset  
Lucy Forgione, Bernards Township Health Department

### Council Members Absent:

Daniel Powell, Community Visiting Nurse Association, (VNA)  
Dr. Mark Avery, Zarephath Christian Church

### Council Officials and Liaisons:

Rick Hager, NJ Department of Children and Families (NJDCF)

### Somerset County Department of Human Services (SCDHS) Staff:

Advisor Rheanah Johnson, Office of Operations and Planning (OAP)  
Angelica Sandi, Office of Operations and Planning (OAP)  
Henry Young, Office of Youth Services  
Jennifer Guyette, Office of Operations and Planning (OAP)  
Kristy Soriano, Office of Youth Services  
Meg Isbitski, Office of Operations and Planning (OAP)

Monica Mulligan, Juvenile Institutional Services & Greater Raritan One Stop  
Sandra Avellan, Office on Aging and Disability Services

**Guests:**

Amanda Modale, NJDOL  
Catherine Sackey, HOPES CAP, Inc.  
Chris Corvino, The Arc of Somerset County  
Christina Martinkovic, The Learning Gate  
Linda Zimmerman, TriCounty Care Management Organization (CMO)  
Maria Marnell, Hunterdon County Educational Services Commission  
Reggie Rosarion - TriCounty Care Management Organization (CMO)  
Steve Katz, Food Bank Network of Somerset County  
Susan Bruder, NJ Department of Education

**I. Call Meeting to Order & Introductions**

Mary Jane DiPaolo called the meeting to order at 1:30 PM. A quorum was established.

**II. Approval of the June 22, 2022 Minutes**

Motion to approve the June 2022, meeting minutes was made by LuAnn Dias and seconded by Tim Wolf.  
Motion carried.

**III. Presentation: NJDOL Business Services, Help with your Recruiting Needs – Amanda Modale, NJDOL Business Services Regional Coordinator**

The Department of Labor (DOL) provides business representatives across New Jersey's 21 counties to assist employer with everything from hiring through downsizing and closing. The DOL has recently restructured and created the regions North, Central and South. Each region contains seven counties and ideally will have a representative (rep). The Somerset County representative is Jessica Johannesen. Each business rep is there to serve employers.

Four things that can help aid fill job vacancies:

**1. National Labor Exchange NLX – usnlx.com**

- This is the first stop. The site lists all available positions. Employers must create an account to post jobs for free.

**2. Community Partners**

- Is a list which includes all county and state staff, the library systems, organizations who serve veterans, disabled, 55+ and youth to name a few. Overall, the list is a compilation of organizations who work with job seekers. Open job positions will be shared with this list.

**3. Job Matching**

- Internal method to job match to customers in the system. A search is utilized to identify eligible candidates for a potential job. Customers will be contacted directly about job matches.

#### 4. Hosting a Virtual Job Recruitment

- The DOL assists with marketing and registration for the recruitment event. All the data collected during registration is shared with the employer. The DOL requests follow up information from the employer regarding interview and hiring. (There is an average of a 30% show up rate for recruitment events.)

County Representative – Jessica Johannesen Email: [Jessica.johannesen@dol.nj.gov](mailto:Jessica.johannesen@dol.nj.gov)

#### IV. Committee Reports

##### a. Planning Committee- LuAnn Dias

- The committee wants to explore advocating to the Division of Consumer Affairs (DCA) to speed up the licensing process to bring on the professional credentialed employees many employers need. The planning committee is working on a survey to identify barriers and gaps regarding capacity issues. From the results, a position letter will be formulated to address the hold up.

##### b. Membership Committee- No report

##### c. Executive/Advocacy/Legislative Committee – No report

##### d. By-laws Committee – No report

#### V. State and County Agency Reports

##### Division of Child Protection and Permanency (DCP&P) –

2022	June
Families	334 (60% intake cases)
Children	629
Children in Placement	50
Referral Type	
Child Protective Service Referrals	120
Child Welfare Referrals	12
Allegation Type	
Neglect	160
Physical Abuse	32
Sexual Abuse	14
Emotional Abuse	0

##### Department of Children and Families (DCF) - Rick Hager

The DCF Office of Communications and Public Affairs will be sending out a PSA on children’s mental health in a 60 second, 30 second and a 15 second version. It emphasizes kids supporting each other and encouraging seeking help when needed. The information will be forwarded to HSACs when it is available (later in August).

There is a 9-8-8 set of resources on this webpage: [Department of Human Services | 988 Suicide & Crisis Lifeline \(nj.gov\)](#)

The “Covid Connect” flyers have been updated to reflect the correct times that the helpline is open, which is 9:00 am to 5:00 pm. The flyers can be sent, which now also include a Spanish language version. Please contact [Richard.Hager@dcf.nj.gov](mailto:Richard.Hager@dcf.nj.gov) if you need these flyers.

DCF continues to expand the number of language translations for infographic resource documents. These are all located on a section of our website. Here is the link to the info-graphic resources in multiple languages: [DCF | Social Media \(nj.gov\)](#)

### **Human Services Director’s Report – Mike Frost**

- Emergency Shelter Coordinator Designation (Zach)
- “Free” Licensing Protocol from the State of NJ
- Updated the group on the lingering (remote work) effects of the May cyberattack
- County has passed a remote work policy, to be utilized by certain county divisions in discussions with Department Heads
- Details of the Opioid Settlement and RFP process were discussed
- Work continues on a potential expansion of the Community Police Alliance Program
- The task force looking at Senior Centers throughout the county has finished its assessment visits and will be preparing a report for formal consideration within the next month.
- Due to continued procurement issues, the Zufall/RH medical/dental suite opening continues to be delayed.
- Mike had an initial meeting with John McDonald (new County Prosecutor) and Michael Rogers (Exec. Asst AP) this week to talk about joint initiatives. The discussion was very positive, particularly with respect to joint mental health/human services/law enforcement projects that had been stalled.

### **VI. New Business**

There is no meeting in August. The annual Joint Council meeting will be held in place of the September meeting on Wednesday, September 28<sup>th</sup>. More details will be shared.

### **VII. Agency Highlights/ Announcements**

LuAnn Dias – Catholic Charities received a Catholic Charities USA grant that will focus on the education awareness and completion of residents of four counties of the diocese to sign up for SNAP benefits in communities that tend to have low enrollment. An outreach coordinator has been hired to reach out to people within the counties. The coordinator will host various awareness days to educate people on the benefits and assist with enrollment. The coordinator will be starting next week. The goal is to enroll between 350-500 new applicants. The children’s mental health services in Manville, NJ has finally received their Medicaid provider approval. This will allow for more children to be served. The program will also move into Franklin Township. Virtual services will be offered to families.

Catherine Sackey- The HOPES Inc., Back to School Block Party is Saturday, August 27<sup>th</sup> 11am – 3pm. The agency will be providing 250 prefilled bookbags. There are many agencies partnering on the event and local business will be donating coupons. Agencies interested in partnering can reach out to [csackey@hopes.org](mailto:csackey@hopes.org). The Rapid Relief Team will be providing free BBQ food for the participants.

Paul Grzella- The Workforce Board has on the job training funds and incumbent worker training funds. If any agencies would like more details, contact [grzella@co.somerset.nj.us](mailto:grzella@co.somerset.nj.us).

Rheanah Johnson- The Somerset County Youth Council is hosting their annual Safe Night event this Saturday, July 30<sup>th</sup>. Registration has closed but if anyone knows any youth in grades 7-12 who would still like to attend contact [Rjohnson@co.somerset.nj.us](mailto:Rjohnson@co.somerset.nj.us).

#### **VIII. Meeting Adjourned**

Motion to adjourn the meeting was made by LuAnn Dias and seconded by Tim Wolf. The meeting was adjourned at 2:33 PM.

**The next meeting will be held on October 26, 2022, at 1:30 PM via Zoom. The link will be sent out a week prior via email.**