

HUMAN SERVICES ADVISORY COUNCIL MEETING  
April 22, 2014  
340 West Hanover Avenue, Morris Twp.

The April 22, 2014 meeting of the Human Services Advisory Council was called to order by Ms. Debi Merz, Chair at 5:35 p.m.

Members Present:

Robert Armstrong, Citizen Rep. Citizen Rep., Liaison MSW HIV/AIDS Advisory  
Jeff Bashe, Citizen Rep. Liaison United Way N.N.J., Success by Six  
Marcia Brands, Citizen Rep., Liaison Legislative Subcommittee  
Kevin Collins, Child & Family Resources  
Cynthia Degazon, Citizen Rep., Planning Subcommittee  
David Hollowell, Liaison Workforce Investment Board  
Mary Jane Melo, Citizen Rep.  
Debi Merz, Citizen Rep.  
Tom Pappas, Citizen Rep., Liaison Council on Aging, Disabilities & Veterans  
Tom Pepe, Citizen Rep., Liaison Program Review Subcommittee

Also Attending:

Donna Buchanan, Morris, Sussex Warren Employment & Training Services  
Elaine Johnson, Homeless Solutions, Inc.  
David Johnston, New Jersey Division of Child Protection and Permanency  
Wendy Zoccola, New Jersey Division of Developmental Disabilities

Staff in Attendance:

Shelia Carter, MCDHS  
Pat Mocariski, MCDHS  
Frank Pinto, MCDHS

**Welcome and Introductions – Ms. Debi Merz, Chair**

All were welcomed and introductions were made.

**Approval of February 25, 2014 Minutes**

The motion to approve the February minutes was made by Mr. Tom Pepe and seconded by Ms. Mary Jane Melo. All were in favor with no opposition and three abstentions.

**Presentations – Moving Clients out of Shelter, Homeless Solution’s Elaine Johnson  
Community Work Experience Program, Employment & Training Services (ETS),  
Donna Buchanan**

**Elaine Johnson**

Homeless Solutions, Inc. houses up to 85 people. Our mission is to offer shelter, services and supportive housing to homeless and low-income people. There are five different programs to help clients get back on their feet.

The five programs are:

- Family and Single Women's Program –for women and their children providing case management, independent living skills training, parenting education, counseling, linkages to medical care, child care and transportation.
- Single Men's Program – provides case management, money management training and assists with benefit enrollment and placement in permanent housing.
- Safe Haven Program – in partnership with Mental Health Association of Morris County, providing shelter and services for homeless people who are mentally ill.
- Transitional Housing Program – offers support and training to families who are making the move to independence. In order to eradicate underlying issues associated with recurring homelessness, structured supervision is provided to foster self sufficiency. Participants are housed in ten self contained apartments.
- The Mt. Kemble Home – provides affordable housing for elderly single women of very limited means.

Clients are housed from approximately three to six months depending on the program. Safe Haven, however, can house clients up to 18 months. It is difficult, in this short period of time, for clients to meet Employment & Training Service requirements related to finding a job and move out of shelter into permanent housing within Homeless Solutions programmatic timeframes. When time in emergency shelter runs out, there is no place for client to go. Also, once clients finds a job they loose benefits. For this reason people often wait to look for a job.

### **Donna Buchanan**

Employment & Training Services staff understands the difficulty clients are experiencing. Work First New Jersey is a State program for those receiving public assistance. The three agencies involved are:

- Department of Human Services, Division of Family Development (DFD)
- Department of Labor
- Division of Consumer Affairs

When clients go to the Office of Temporary Assistance for help and are work eligible, they are sent to Employment & Training Services (ETS). ETS is required to put the person in an activity. There is a four week work readiness program. This involves two weeks of intense counseling and two weeks of job searching using the One Stop Career Center. Four weeks is not a lot of time. Once this four week program is complete, the person is required to be in a work related activity. This can either be a training or volunteer work program. The volunteer work program gives the person an introduction to the work environment. Sometimes the company hires the person. Some companies allow the person time to job search, which is not recommended, since environments can be highly competitive and the main purpose is to help people gain job skills.

When the person is in a work activity ETS does help them with childcare and transportation.

Further discussion ensued by board members over these strict guidelines and the various problems clients are encountering. Discussion also ensued about the lack of permanent housing.

Ms. Buchanan stated it is great that there is some conversation going on about these issues and competing obligations and she would try to get conversation going with the Department of Labor, the New Jersey Department of Human Services and Division of Consumer Affairs to see what could be done to help clients resolve competing obligations.

At this time, Board action will not be necessary. Ms. Buchanan will return at a later date with an update.

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#### **County of Morris Department of Human Services – Frank Pinto**

Mr. Pinto provided an update from the Housing Partnership's Foreclosure Task Force meeting. For further information Mr. Pinto suggests going to their website [www.housingpartnershipnj.org](http://www.housingpartnershipnj.org).

Tomorrows Freeholder meeting will be in Parsippany.

The Freeholder's approved the 2015 budget. There was a lot of conversation about the open space tax as well as the police department's merger.

There is very little loss of Peer Grouping revenue for 2014. The peer grouping funding is rolling out to Managed Medicaid. As of July 1, 2014 all nursing homes are moving to Managed Medicaid. At this time they are not sure what the rate for Managed Medicaid will be since new rates are being negotiated. Implementation is expected to be slow. Reimbursements for residents already in nursing homes will remain the same. As of July 1 new patients admitted will be under the new Managed Care. As new patients are admitted nursing homes will start losing Peer Grouping revenue.

Discussion ensued about the possibility of the board preparing a letter to the Freeholders and what the letter would entail. It was mentioned that many non profit leaders (now known as the Community Benefits Organization) often speak at Freeholder meetings. The Planning Subcommittee was convened to begin work on an initial letter.

#### **New Jersey Department of Human Services, Division of Developmental Disabilities (DDD) – Wendy Zoccola**

- General layoff notices were given to employees as a result of the closing of NJDC and subsequent closing of Woodbine Developmental Center. 45 day notification was given to employees. The anticipated close date of NJDC is June 27, 2014.

- Food stamps – individuals who live in group homes/apartments funded by DDD are encouraged to apply for food stamps. Food stamps can be used to assist in budgeting for food. Many food budgets for group homes have not been amended since the original contract.
- Residential Development in Morris County
  - Montville-Bethesda Lutheran Community (4 in home)
  - Denville-Bethesda Lutheran Community (4 in home)
  - Parsippany-Troy Hills Township – The Rose House (4 in home)
  - Parsippany- The Rose House (4 in home)
  - Parsippany – Special Homes of NJ (4 in home) open
  - Long Valley – Special Homes of NJ (4 in home)
  - Kinnelon – Broadway Respite (4 in home)
  - Lincoln Park – Advancing Opportunities (4 in home)
  - Florham Park – Universal Institute (4 in home)
  - Randolph – YCS (4 in home)

Most people placed in these homes came from NJ Developmental Centers and a few are from out of state. Also a few were placed that were chronically in nursing homes. Sometimes land is donated but mostly agencies work with realtors to find appropriate homes. Most of the agencies are private non profits that buy the properties and homes except for Universal. They are a for profit agency. The individuals placed in the homes each comes with a budget. These homes don't require a special variance since they are single family units.

**New Jersey Department of Children and Families – Department of Child Protection and Permanency (DCP&P) – Dave Johnston – April**

DCP&P Data

Morris East Local Office

Child Protective Services Investigations – 77

Child Welfare Assessments – 26

Total - 103

Morris West Local Office

Child Protective Services Investigations – 102

Child Welfare Assessments – 23

Total - 125

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County Totals – 228

Top Three Municipalities for reports –

Morristown – 25

Roxbury – 20

Dover/Parsippany - 18

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DCF

REQUEST FOR PROPOSALS FOR

REGIONAL CRISIS STABILIZATION AND ASSESSMENT SERVICES FOR  
YOUTH WITH INTELLECTUAL AND DEVELOPMENTAL DISABILITIES  
ELIGIBLE OR PRESUMPTIVELY ELIGIBLE UNDER N.J.A.C. 10:196  
Annualized Funding up to \$ 2,912,700 Available for up to 3  
Awards

Bidders Conference: April 4, 2014

Closing Date – 4/29/14

- Christie Administration Recognizes April as Child Abuse Prevention and Awareness Month  
*DCF Commissioner Blake Presents Proclamation to New Jersey Child Assault Prevention*
  
- Children in out-of-home placement are more likely to struggle in school than their peers. Recognizing this problem, the New Jersey Department of Children and Families and the New Jersey Department of Education, working together with community stakeholders and advocates, have developed a strategy to help these children succeed.

The product of this collaborative effort is *Improving the Educational Outcomes of Children in Out-of-Home Placements: An Interagency Guidance Manual*. This manual offers strategies and outlines responsibilities for local school districts and local child welfare agencies to ensure educational stability for children in out-of-home placement.

The manual includes a five page model memorandum of agreement for school districts and child welfare agencies that pledges mutual cooperation in executing the responsibilities and fulfilling the goals listed in the manual, including minimizing a child's school transfers and ensuring that funding disputes between school districts does not delay a child's enrollment in school.

This manual is an important step to help these children succeed and would not have been possible without the work and commitment of the DOE/DCF Education Working Group's thirty-two individual members.

*Improving the Educational Outcomes of Children in Out-of-Home Placements: An Interagency Guidance Manual* is available for download at  
<http://www.nj.gov/dcf/families/educational/stability/GuidanceManual.pdf>.

### **Staff Report**

Ms. Carter went over the results of the Point-in-time count of the homeless held January 28, 2014. The Point-in-time is an annual count of sheltered and unsheltered homeless persons on a single night in January.

There were a total of 405 homeless men, women and children in Morris County. Thirty men and women identified as five females and twenty-five males were living on the street. Discussion ensued over these numbers.

Morris County providers get over one million in funding for homeless services so this is important information to track and record.

**Subcommittee Reports –**

**Program Review Subcommittee – Funding Priorities Summaries**

The committee met prior to the board meeting and reviewed Funding Priorities Summaries for Social Services for the Homeless, Child Abuse Prevention and General Grant-In-Aid.

A summary of each funding priority was given. Mr. Pepe made a motion to approve the funding priorities and if necessary empower the subcommittee to make further changes if necessary. Ms. Merz seconded the motion. All were in favor with no abstentions and no opposition. The motion carried.

**Planning –**

**Childcare Update – Kevin Collins**

There is no waiting list for child care subsidies. Child & Family Resources is serving all eligible applicants and receive approximately 25 new applications a week.

The two remaining Dedicated Vouchers from the February report were filled and utilized.

Three unutilized Dedicated Vouchers exist at Madison Day Care. The 30 day clock is in effect.

**Youth Homelessness – Dave Johnston**

Along with DCP&P Team Lead have identified two youth between 17 and 24 to participate in the Aging-Out Task Force and assist in the youth homelessness plan the County is putting together for DCF. A data collection tool pasted below for your reference will assist in gathering information on this population during the 2014 calendar year.

Data Collection Survey for Homeless Youth in Morris County  
Aging In/Out Task Force  
Time Period: 1/1/14-12/31/14

In order to assess and report to the Department of Children and Families on the needs of homeless youth in our community, we request that providers complete this data collection survey monthly through December 2014 for individuals aged 17 to 24 years old. Please return to Jessica Mondino at [jmondino@co.morris.nj.us](mailto:jmondino@co.morris.nj.us).

Reporting Period:  
Name of Agency/Program:

Contact Person:  
Contact Phone and E-mail:

Total Number of Clients Served:  
Number of Clients (ages 17-24) Unable to be served:

Description of program and services provided. Specify target population and age range, and any exclusionary criteria:

How many potential and current clients (ages 17 – 24) has your agency encountered that you have not been able to serve and what was the reason for this service gap?

NUMBER	REASON

Were any referrals made for these clients? If so, where?

How many clients have aged out (specify age) of your program without completion and successful transition to continued services?

Please list any special circumstances/characteristics of clients encountered:

This assessment tool will provide a better picture of 17-24 year olds.

### **Advisory Committee Reports**

#### **Workforce Investment Board (WIB) – David Hollowell**

On April 3, 2014, WIB Director Jack Patten attended the State Employment and Training Commission meeting at the New Jersey Law Center in New Brunswick. At the meeting, Morris, Sussex, Warren (MSW) WIB and 12 other NJ WIBs were recognized for meeting all WIB certification requirements. The recognition ends a two-year certification process that required documentation of WIB membership, meetings and fiscal and program oversight. A new two-year certification process will begin in June 2014.

#### **Soft Skills and NJ Eligible Training Provider Committees -**

WIB Director Jack Patten is serving on the NJ Soft Skills Committee and the NJ Eligible Training Provider (ETP) Committee. The Soft Skills Committee seeks to publicize and address the lack of viable “soft” or workplace skills among New Jersey’s workers and employment applicants. The ETP Committee seeks to improve and enhance collection of placement, retention and earnings data from NJ eligible training providers.

#### **Morris, Sussex, Warren HIV Advisory – Robert Armstrong**

Newark Eligible Metropolitan Area (NEMA) HIV Health Services Planning Council is a body that plans for allocation of Ryan White Program Part A funding, which is a federal

program administered by Health Resources and Services Administration (HRSA) and is granted the City of Newark. Newark is the epicenter of the local HIV epidemic. Mr. Armstrong serves as a voting member on this body.

Ryan White is a medical program for payers of last resort for those infected with HIV. 75% of the funding goes to core medical services and 25% go to support services for five counties: Essex, Union, Morris, Sussex and Warren.

The legislation for the Ryan White Program has been renewed every four years since its inception in 1990. Currently, the renewal is overdue and it is uncertain if the Ryan White Program will be renewed. If so, will the program be in a similar format. Advocacy efforts for renewal are underway, including AIDSWatch, a national organization of people living with HIV/AIDS. AIDSWatch will meet later this month in Washington, DC, with representatives from Morris County attending. Ongoing advocacy efforts for HIV prevention, testing, care and treatment in New Jersey are being spearheaded by the Hyacinth AIDS Foundation headquartered in New Brunswick.

This is a year of flux for NEMA due to the implementation of the Affordable Care Act (ACA). Many of the past recipients of the Ryan White Program have now been enrolled in expanded Medicaid which is changing the allocation of funds, and it is uncertain just how this will play out.

The NEMA Planning Council met on April 16. A number of HIV clients have reported that they are being charged co-pays and deductibles for medical services and medications that they have not encountered before which the planning council seeks to address in their Needs Assessment which is now underway.

The Morris-Sussex-Warren HIV Advisory Committee met April 15 at New Jersey AIDS Services in Morris Plains. Concurrent with this committee, the Early Intervention and Retention Collaborative (EIRC) met as well.

The HIV Providers in Morris County are: Catholic Charities Hope House in Dover, Family Health Center in Morristown, New Jersey AIDS Services in Morris Plains and Zufall Health Center in Dover and Morristown.

The HIV Providers reported that they have gone through a period of enrolling many clients into Medicaid expansion as part of the Affordable Care Act rollout. Zufall has an equal split between clients enrolled in Medicaid and other forms of health insurance. Hope House reports that a majority of their HIV clients are now on Medicaid. Much of the work has been accomplished by Case Managers both medical and non-medical, through HIV providers.

The Morristown AIDS Walk is being held on Sunday, May 4 at 1:00 p.m. beginning at the Morristown Green. New Jersey AIDS Walk is a private non-profit organization that is a statewide HIV agency collaboration with walks also being held in Newark, Ridgewood, Asbury Park and Atlantic City. Please come join the AIDS Walk if you can.

The next meeting of the MSW HIV Advisory Committee will be on June 17 at 11:00 a.m. at Hope House in Dover.

**Mental Health Substance Abuse Advisory Board – Charles LaRussa**

- Project Purple “Stand Up Against Substance Abuse” Event is to be held on April 24 from 7:00 p.m. – 9:00 p.m. at the Mt. Olive Performing Arts Center in Flanders. Registration is close to 1,000 already. Capacity is 1,400.
- The Annual Public Forum for Consumers and Families will be held on Tuesday, June 17 at the Frelinghuysen Arboretum, Haggerty Center, 353 East Hanover Avenue in Morristown. Please join in for an interactive evening. The theme is “Many Faces of Recovery – Wellness in Action.” If you have any questions or want more information please call Ms. Laurie Becker at 973 285-6852.
- Ms. Carol DeGraw, United Way of Northern New Jersey, distributed “Pathways for Caregivers”, a caregiver guide from the Caregiver Coalition. It is a one of a kind resource full of information, advice, and ideas about how to get the support for loved ones who are aging, have disabilities, or mental health issues. This is an excellent resource for caregivers. For further information or to download an electronic copy see the United Way’s Website [http://www.unitedwaynj.org/ourwork/heal\\_caregiversresources.php](http://www.unitedwaynj.org/ourwork/heal_caregiversresources.php)
- Next MHSAAB meeting is May 8, 5:15 p.m., MCDHS, 30 Schuyler Place, 3<sup>rd</sup> Floor, Red Room.

**Council on Aging, Disabilities & Veterans – Tom Pappas**

The Veteran’s Service Office provided assistance to 217 clients in January, February and March 2014. The Zufall Dental Van came to the Human Services Building twice in March to provide dental screenings. They will be coming to the Human Services building on a monthly basis. For further information call Zufall at (973) 328-3384.

The Nutrition Project provided for January, February and March:

Congregate Meals (served at the nutrition site) –	27,756
Home Delivered Meals	- 73,652
Weekend Meals	- 5,200

They also delivered 1,200 shelf stable meals to homebound seniors during the first quarter of 2014. These meals are used when meals cannot be delivered due to weather related emergencies.

Calls to the Aging, Disabilities Resource Connection totaled 1,183 for January, February and March.

**Youth Services Advisory Committee – No Report**

### **Partnership Announcements – Jeff Bashe**

Since the last HSAC meeting, there have been two meetings of the Continuum of Care Executive Committee (EC) and two meetings of the Continuum of Care (CoC) Subcommittee.

The first Executive Committee meeting was mainly organizational. The committee agreed on the by-laws and elected officers. Ms. Rebecca Zydel was elected Chair, and Ms. Jodi Miciak, Vice-Chair. It was also agreed to prioritize work efforts to develop a Coordinated Assessment (Intake) Form for all agencies serving the homeless population to use for new clients entering the system and to firm up Performance Standards for monitoring the County's progress in assisting this population. Both of these efforts are viewed by HUD as critical components in their evaluation and funding of Continuum of Care services. When the work to complete these tools will be carried out by project teams made up of agency members of the full CoC.

The second EC meeting served as a final review of the draft of the County's 10 Year Plan to End Homelessness, which was endorsed by the EC. This plan is to be viewed as a work in progress, which will be updated as we move forward. We also reviewed the first pass of the Coordinated Assessment Form and named an EC team to work on EC Policies and Procedures.

The two full CoC meetings, also chaired by Ms. Zydel, were essentially working meetings on the coordinated intake form and the performance standards. Recommendations on both will be brought to the EC when completed.

**Old Business – None**

**New Business – None**

**Public Comment – None**

**Adjournment** – The motion to adjourn the meeting was made by Mr. Tom Pappas and seconded by Mr. Charles LaRussa. Meeting was adjourned at 7:32 p.m. The next meeting will be on May 27.

Respectfully Submitted,

Patricia Mocarski  
Program Development Aide