

BURLINGTON COUNTY BOARD OF SOCIAL SERVICES
Agenda

March 19, 2026

NEXT MEETING: April 16, 2026

1. Pledge of Allegiance
2. Public Announcement
3. Roll Call
4. Visitors
5. 2026 Board Committees
(Personnel, Finance, Labor Relations, Legislative, Affirmative Action)
6. Approval of Minutes of February 19, 2026 (open and executive session)
7. Correspondence:
 - A. Thank you from a customer to Renata Sauer
8. Committee Reports:
 - A. Finance Committee
9. Resolutions:
 - A. Resolution No.: 2026-12 Authorizing Professional Service Agreement with PKF O'Connor Davies, LLP to serve as Auditor.
 - B. Resolution No.: 2026-13 I. T. Closet Completion - Ground Level
10. Other Business:
 - A. Agency Update
11. Report of Estimated Funds for Assistance for March 2026 (TAB A)

Summary: The dollar amount requested to fund our client benefit account. Amounts broken out by funding source (State vs County) and client type (SSI vs TANF).
12. Report of Receipts and Disbursements for Assistance Payments for March 2026 (TAB B) and approval of Assistance payments, initial grants, changes in grants, closings, denials, withdrawals, and dismissals.

Summary: Financial Statement of the activity within the assistance account.
13. Report of Receipts and Disbursements for CSP, Administration, and Clearing for March 2026 (TAB C).

Summary: Financial statement of two of our smaller accounts. CSP is a Child Support activity, and the Clearing account is where client reimbursements are held before they are processed and end up in their final location.

14. Approval of Administrative bills for March 2026, to include Administrative Actions for the Director (TAB D).

Summary: This is a breakdown of all operational expenses incurred during the calendar month.

15. PERSONNEL:

- A. Separation of employment (retirement, 20 years), Lisa Holland, Social Work Supervisor, Range 21, \$85,433, effective April 1, 2026.
- B. Separation of employment, Mikea Harris, Keyboarding Clerk 1, Range 6, \$42,955, effective March 12, 2026.
- C. Separation of employment, Danielle Criswell, Human Services Specialist 1, Range 13, \$52,104, effective March 20, 2026.
- D. Separation of employment, Kathleen Sweeney, Human Services Specialist 1, Range 13, \$52,104, effective March 20, 2026.
- E. Authorize the Acting Deputy Director's action in the promotional appointment of Traci Green, Social Worker, Range 19, \$72,344 to Social Work Supervisor, Range 21, \$89,433, effective March 16, 2026, in accordance with the New Jersey Civil Service Commission procedures.
- F. Authorize the Acting Deputy Director's action in the promotional appointment of Deborah Byrne, Human Services Specialist 2, Range 17, \$61,976 to Human Services Specialist 3, Range 20, \$70,997, effective March 30, 2026, in accordance with the New Jersey Civil Service Commission procedures.
- G. Authorize the Acting Deputy Director's action in the promotional appointment of Ufug Mammadova, Human Services Specialist 2, Range 17, \$65,976 to Human Services Specialist 3, Range 20, \$74,997, effective March 30, 2026, in accordance with the New Jersey Civil Service Commission procedures.
- H. Authorize the Acting Deputy Director's action in the status change of Shonta' Temple, Social Work Specialist from Provisional Appointment to Regular Appointment, Range 20, \$68,874, effective February 16, 2026, in accordance with the New Jersey Civil Service Commission procedures.
- I. Approve the Acting Deputy Director's action in the status change of the following Human Services Specialist 1s, from Provisional Appointment to Regular Appointment, Range 13, \$52,104, effective March 23, 2026, in accordance with the New Jersey Civil Service Commission procedures:

Nora Amador

Alexis Bowling

Chandra Williams

Austin Willis

- J. Approve the Acting Deputy Director's action in the status change of the following Human Services Specialist 1s, from Provisional Appointment to Regular Appointment, Range 13, \$56,104, effective March 23, 2026, in accordance with the New Jersey Civil Service Commission procedures:

Lilian Chirino Sara Donald Evan McKinnon Lauren Ashley Rogers

- K. Approve the Acting Deputy Director's action in the regular appointment of the following Human Services Specialist 1s, Range 13, \$52,104, effective March 23, 2026, in accordance with the New Jersey Civil Service Commission procedures:

Michelle Animwah Oghogho Ekenezar Courtney Long Dulba Omeragic
Jaime Patty Julia Rivera Vanessa Saunders Jyoti Verma
Caitlin Vickery Christina Vu

16. Public Comment.

Please raise your hand to be recognized by the Board Chairperson. Once recognized, introduce yourself. Be sure to address all comments to the Board Chairperson. Each public commenter will be afforded four minutes. Thank you for your cooperation.

17. Board Acknowledgement

According to Resolution 2026-14, the public is advised that the Board will re-enter into regular session at the conclusion of the executive session. Besides entertaining a motion to adjourn, the Board could also address any matters resulting from executive session discussions. Members of the public wishing to be present are welcome to wait while the executive session takes place."

18. Executive Session – Resolution No. 2026-14, Formal action may be taken on the following: Personnel Matters, Labor Relations, Litigation, and Matters subject to attorney/client privilege.

19. Open Session

20. Adjournment