BURLINGTON COUNTY BOARD OF SOCIAL SERVICES
AGENDA

SEPTEMBER 17, 2026

NEXT MEETING: October 15, 2026

1. PLEDGE OF ALLEGIANCE

2. PUBLIC ANNOUNCEMENTS

3. ROLL CALL

4. VISITORS

At this time, we would like to acknowledge the presence of any visitors in attendance. If you are visiting today, please state your name and the organization or group you represent, so the Board can recognize and welcome you.

5. **APPROVAL OF MINUTES**: August 20, 2026 (open and executive session)

6. **CORRESPONDENCE** :
   A. Thank you from a customer to Ronda Still.
   B. Board Recognition to Natalie Horner, Ronda Still, and Nicole LeCates for de-escalating a customer's threat to his partner.

7. **COMMITTEE REPORTS**:
   None

8. **RESOLUTIONS:**
   2026-28 Renovations/Furniture/Storage/Installation
   2026-29 Purchase of Two (2) Vehicles
   2026-30 I.T. Department – UPS Purchase
   2026-31 I.T. Department – SIEM Renewal
   2026-32 I.T. Department – Microsoft (year 2 of 3)
   2026-33 Authorizing Fair & Open Process of Contracts
   2026-34 MJ Corp - Work-related Apparel

9. OTHER BUSINESS:

A. Agency Update from Director, Dr. Adela Ames-Lopez

10. Report of Estimated Funds for Assistance for September 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).

11. Report of Receipts and Disbursements for Assistance Payments for September 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.

12. Report of Receipts and Disbursements for CSP, Administration, and Clearing for September 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.

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

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

14. PERSONNEL:

A. Separation of employment, Keonna Durham, Clerk 1, Range 5, $42,344, effective August 21, 2026.

B. Separation of employment, Chanelle Morgan, Human Services Specialist 1, Range 13, $52,104, effective September 1, 2026.

C. Separation of employment, LaShawn Clements-Gresham, Human Services Specialist 2, Range 17, $63,568, effective September 8, 2026.

D. Separation of employment, Leo Lavdas, Computer Operator, Range 10, $55,990, effective October 2, 2026.

15. PUBLIC COMMENTS:

If you wish to address the Board, please raise your hand and wait to be recognized by the Board Chairperson. Once recognized, please state your name for the record before beginning your remarks. All comments should be directed to the Board Chairperson. Each speaker will be allotted four minutes to address the Board. Thank you for your cooperation and for helping us conduct an orderly and respectful public meeting.

16. BOARD ACKNOWLEDGMENTS:

Pursuant to Resolution No. 2026-35 and the Open Public Meetings Act, the Board will now enter into executive session to discuss personnel matters, labor relations, litigation, and matters subject to the attorney-client privilege. Formal action may be taken upon the Board's return to open session.

The public is advised that, at the conclusion of the executive session, the Board will reconvene in regular public session. In addition to entertaining a motion to adjourn, the Board

may take formal action on any matters arising from the executive session discussions that are appropriate for public action.
Members of the public who wish to be present when the Board reconvenes are welcome to remain and wait outside the room during the executive session. Thank you for your patience and cooperation. Need a motion and a second.

17. **EXECUTIVE SESSION:** Resolution No. 2026-35: Formal action may be taken on the following: Personnel Matters, Labor Relations, Litigation, and Matters subject to attorney/client privilege.

18. **OPEN SESSION**: The Chair will entertain a motion to return to public session.

19. **ADJOURNMENT:** Motion to Adjourn.