BURLINGTON COUNTY BOARD OF SOCIAL SERVICES
July 16, 2026, at 4:30 p.m.

MINUTES

PLEDGE OF ALLEGIANCE

PRESENT: Sarah Holley, Chairperson
Harriette Cohen, Vice Chairperson
Dee Bayles, Secretary/Treasurer
Pamela Hall-King, Citizen Member
Saima Bhutta, Citizen Member
Anastasia Zuccaro, Citizen Member
Jaclyn Veasy, Citizen Member (arrived at 4:39 p.m.)

EXCUSED: Tyler Burrell, County Commissioner
Felicia Hopson, County Commissioner

STAFF: Dr. Adela Ames-Lopez, Interim Director
Evan Crook, Esq., General Counsel
Natalia Hudson-Cheek, Paralegal Specialist

VISITORS: Lila Myers, Administrative Supervisor of Social Work
Marietta DiBartolomeo, HR
Yolanda Nichols, Asst. Admin.
Brian Devone, IT Supervisor
Shirla Simpson
Rochelle Gruskos
Nicole LeCates, Office Services
Zanna Taylor, Asst. Admin
Val Ingling, Asst. Admin
Malikah Morris, BC Deputy Director
Approximately 19 Visitors

PUBLIC ANNOUNCEMENT: (read by Interim Director, Dr. Adela Ames-Lopez)

Adequate notice of this meeting has been provided in accordance with the Open Public Meetings Act by: (a) prominently posting the annual Notice of Meetings Resolution and maintaining such notice on a public bulletin board reserved for such or similar announcements: (b) submitting the Annual Notice of Meetings Resolution for publication in the Burlington County Times, the Board's official newspaper, on February 1, 2026, and the Courier Post, the Board's alternative official newspaper on February 4, 2026, within seven business days of the Board's reorganization meeting of January 27, 2026; (c) filing the Annual Notice of Meetings Resolution with the Clerk of the County of Burlington; and (d) mailing the Annual Notice of Meetings Resolution to any persons who shall have prepaid to receive such notice.

ROLL CALL

VISITORS ANNOUNCED

MINUTES: *Motion made by Harriette Cohen, duly seconded by Anastasia Zuccaro, and unanimously carried to approve the open and executive minutes of June 18, 2026.*

Member Name	Yay	Nay	Abstain	Absent
Holley	√			
Cohen	√			

Bayles	√			
Bhutta	√			
Hall-King	√			
Veasy	√			
Zuccaro	√			
Burrell				√
Hopson				√

CORRESPONDENCE: Read into record by Interim Director, Dr. Adela Ames-Lopez.

A. Thank you from a customer to Edward Bittle

The Director recognized Mr. Bittle and thanked him for his professionalism and work ethic. Mr. Bittle was not present at the meeting; however, the Director displayed a certificate for Mr. Bittle for receiving two commendations in one month (June 11 and June 22).

SPECIAL PRESENTATION: By Harriet Cohen, Vice Chairperson, to Lila Myers, Administrative Supervisor of Social Work. The Vice Chairperson presented a vase with flowers and thanked Ms. Myers for her loyalty, dedication, compassion, and for all she has done and will continue to do.

Lila Myers stated, 'Thank you. I enjoy the job and will continue to do the best job I can do."

COMMITTEE REPORTS:

None

RESOLUTIONS:

A. 2026-21 Retirement of Ralph Lee - Twenty (20) Years of Service.

Motion made by Harriette Cohen, duly seconded by Saima Bhutta, and unanimously carried to approve the resolution.

B. 2026-22 Authorizing Professional Services Agreement with Scarinci Hollenbeck, LLC to Serve as Conflict Counsel.

Motion made by Harriette Cohen, duly seconded by Pamela Hall-King, and unanimously carried to approve the resolution.

OTHER BUSINESS: (by Interim Director, Dr. Adela Ames-Lopez)

A. Agency Update: The Director acknowledged Ralph Lee's retirement, stating that he worked in the Fiscal/Overpayment and Collections Unit (OPC). I always se him walking and taking care of his business. I want to give him his flowers.

David Mauro, Fiscal Director, stated that Ralph Lee was a cool cat and worked in Fiscal for five to six years as an HSSIII; he will be missed.

Director then began her updated advising that she started listening sessions with the employees to obtain framework and solutions. I will be having sessions for the supervisors

in August and hold listening sessions once a month; reports to follow. The Director recognized the MAGI/NJFC Unit for being number one and stated that ABD is improving and SNAP is at 84.75%, teetering up. She recognized Lila Myers, Admin. Supervisor of Social Work, David Mauro, Fiscal, and Marietta DiBartolomeo, HR, and all the Assistant Administrators. Overall, we should be seeing more improvements in the months to come.

REQUISITION OF ESTIMATED FUNDS:

Motion made, duly seconded, and unanimously carried to approve the reports for Assistance payments and approval of Assistance payments, initial grants and changes in grants, closings, denials, withdrawals, and dismissals. Also, approved receipts and disbursements for CSP, Administration, Unemployment, and Clearing Account. Also, approved payment of Administrative bills and ratified the administrative actions of the Director.

TAB A: Motion made by Harriette Cohen, duly seconded by Pamela Hall-King, and unanimously carried to approve.

TAB B and Tab C: Motion made by Harriette Cohen, duly seconded by Saima Bhutta, and unanimously carried to approve. .

TAB D: Motion made by Pamela Hall-King, duly seconded by Harriette Cohen, and unanimously carried to approve.

Member Name	Yay	Nay	Abstain	Absent
Holley	√			
Cohen	√			
Bayles	√			
Bhutta	√			
Hall-King	√			
Veasy	√			
Zuccaro	√			
Burrell				√
Hopson				√

PERSONNEL:

A. Separation of employment (retirement, 20 years), Ralph Lee, Human Services Specialist 3, Range 20, $75,241, effective August 1, 2026.

B. Separation of employment, Susan Roseboro, Clerk 2, Range 5, $42,344, effective June 19, 2026.

C. Separation of employment, Morgan Morris, Social Worker, Range 19, $72,344, effective July 9, 2026.

Motion made by Harriette Cohen, duly seconded by Pamela Hall-King, and unanimously carried to approve Personnel Items, Tab A through C.

PUBLIC COMMENT: (commenced at 4:44 p.m.)

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 have four (4) minutes. Thank you for your cooperation.

Zanna Taylor, Assistant Administrator, stated that SNAP is improving greatly. The Supervisors for Processing, Ramona, Sharon, and processing workers are impressed with the numbers they are seeing.

Val Ingling, Assistant Administrator, stated that Ralph Lee is always positive and spiritual. He will be missed. Ms. Ingling further stated that she is sad to see Susan Roseboro go.

Rochelle Gruskos, ABD, stated that they had a union meeting this afternoon to discuss the Agency's Healthcare, which is increasing by 72 %.

Evan Crook, Esquire, General Counsel, stated that the Agency is aware of the numbers the State provided. We will be reaching out to the Union Reps and will be working with the staff.

PUBLIC COMMENT CLOSED (concluded at 4:48 p.m.)

BOARD ACKNOWLEDGEMENTS:

None

The following statement was read into the record before the Board considered a Resolution to move into Executive Session.

"According to Resolution No. 2026-20, the public is advised that the Board will re-enter into regular session at the conclusion of the executive session to wrap up the meeting and adjourn. 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."

EXECUTIVE SESSION:

Motion made by Harriette Cohen, duly seconded by Saima Bhutta, and unanimously carried to approve entering Executive Session.

The Board then convened an executive session at 4:49 p.m.

OPEN SESSION:

Motion made to return to open session by Harriette Cohen, duly seconded by Pamela Hall-King, and unanimously carried at 5:09 p.m.

Evan Crook, Esquire, General Counsel, made an oral resolution for salary increase items.

Motion made by Dee Bayles, duly seconded by Pamela Hall-King, and unanimously carried to approve items A through D.

ADJOURNMENT:

Motion made by Harriett Cohen, duly seconded by Pamela Hall-King, and unanimously carried to adjourn the meeting at 5:12 p.m.