

HSAC Minutes
May 6, 2020

- I. Call to Order and Roundtable Introductions – J. Roy
The meeting was called to order at 2:03pm. Meeting held via Zoom. Roll call followed.

Members Present:

Joe Fahy – Member-at-Large
Eleanor McBride – Provider
Donna Groome – Provider
Rose Kuprianov – Consumer
Carol Haig – Member-at-Large
John Roy – Consumer Advocate
Chris Zellers – Consumer Advocate
Wayne Whelan – Member-at-Large
Joe Faldetta – Provider
Joe Sittineri – Provider
Judy Kunec – Member-at-Large
Jamie Moscony – Member-at-Large
Megan Santiago – Consumer Advocate

Members Excused:

Mary Dozier
Lorenzo McFadden
Jeffrey Pierson
Christa Loper
Nichol Hoff
Terri Bryan

Interested Persons:

Sarah Matthews – Habitat for Humanity
Norma Cordeiro – NJ DVRS
Jen Hirsch – DCP&P
Shannon Staino – DCP&P
Katie Faldetta – Cape Assist
Nelson Troché – NJ DHS
Greg Speed – ACENDA Integrated Health
Jennifer Zoyac – CSPNJ
Elizabeth Cunningham – SJLS
Claire Galiano – CARA
Colleen Bingham-Pron – Division of Aging & Disability Services
Barry Keefe – MHADA Board/Aging Advisory Council
Alex Coll – The Arc of Cape May County
Sabrina Hand – HSAC Coordinator

- II. Additions and Corrections to the Minutes – J. Roy
Minutes from the 3/4/20 meeting were emailed to voting members. J. Kunec motioned to accept the minutes as circulated and C. Haig seconded. Motion carried. Once approved by the Council, meeting minutes are posted on the Cape May County website.

III. Administrator's Report – S. Hand

S. Hand welcomed those present to the first virtual meeting of the CMC HSAC. She explained the rationale for holding the meeting utilizing the Zoom format, as well as, some of the logistics of the Zoom platform (raising hand, using mute, etc.). S. Hand stated that she would be providing a brief oral report as most of the activities of the office are covered under the various committee reports. The County budget was approved by the Board of Chosen Freeholders at their 3/24/20 meeting. All contracts funded through the CDHS for which the HSAC has oversight will remain funded at CY 2019 levels. The HSAC office is working on processing 1st quarter payments for those contracts for which the HSAC has administrative oversight. Payments cannot be made without the signed purchase orders on file. Any agency that has not yet signed and returned their purchase order is asked to do so ASAP. S. Hand noted that she would like to report orally on a few items that are also listed in the Executive Committee report in greater detail. She then highlighted the following: 1) The CMC CY 2020 PG allocation plan was submitted to NJ DHS – Division of Aging Services on 4/27/20, 2) HUD has announced Tier I and Tier II funding awards from the 2019 CoC Competition; the SNJCoC received funding for all renewal projects listed in both Tiers (all renewal housing projects, HMIS, Coordinated Assessment, and the CoC planning grant). In total, the SNJCoC received \$3,651,993 in HUD CoC funding. As for the 2020 CoC Competition, HUD has not yet determined whether or not there will be a 2020 competition, and 3) The 2020 PITC numbers have been received. The data indicates that there was a total of 108 homeless persons in Cape May County on the night of the PITC (1/29/20). There was an increase of 18 persons from the 2019 PITC. Lastly, regarding the HTF, County Administration continues to seek consumer representatives. The application remains open on the County website. It is hoped that the membership positions will be filled in the near future so that the Board may be appointed and begin to meet as soon as Covid-19 restrictions on group gatherings are relaxed and/or rescinded.

IV. State Department Reports:

- **DHS – N. Troché**

N. Troché stated that NJ DHS in Trenton is working with a skeleton crew (the Commissioner and a leadership team comprised of revolving staff); he himself has not been in Trenton for seven (7) weeks but is working from home. N. Troché reported that NJ DHS has developed six (6) pages of policy changes related to Covid-19. He stated that he would not read those changes but would highlight a few items and also email a written summary to S. Hand to forward to HSAC members and interested persons. N. Troché highlighted the following: Medicaid co-pays have been waived as have NJ Family Care premiums, additional resources have been directed to the SNAP program, child care has been expanded for essential workers, child care reimbursement rates to providers have been increased, hotlines for assistance especially mental health lines have been expanded, and additional resources are being provided for the homeless population. N. Troché asked if anyone had any specific questions for him. A. Coll of The Arc asked if NJ DHS (DDD) had additional PPE for County operated group homes. N. Troché responded that NJ DHS has delivered 20,500 surgical masks, 20,600 N95 masks, and 52,000 pairs of gloves to community providers serving those with developmental and intellectual disabilities. He will investigate whether there is a plan to distribute more PPE resources. N. Troché asked A. Coll to follow-up with him directly. N. Troché then encouraged all to listen to the Governor's daily briefings as it provides a wealth of information related to Covid-19 and services. He concluded by informing all that he is available by phone (347) 596-9460 and email (Nelson.Troche@dhs.nj.gov) to answer questions or assist with any problems/concerns.
- **DCF – J. Hirsch**

A written report with the March 2020 Cape May DCP&P local office statistics was distributed with the meeting packet. J. Hirsch highlighted the following from the report for the month of March 2020: 334 total cases, (this = 646 active children with 109 of those children in resource home placement). The cases breakdown into the following categories: 88 investigation cases,

178 in-home services cases and 68 placement cases (=334 cases). In addition, there were 70 intakes (56 for child abuse/neglect investigation and 14 for child welfare assessment). Thus far this year, four (4) adoptions have been finalized. J. Hirsch noted that the April stats were not yet available, however; she did look at the preliminary numbers and the number of intakes was 26 (down from 70 in March). J. Hirsch stated that DCF is also working with limited staff in the offices. At the local level, the Cape May Local Office, the Atlantic County East Office and the Atlantic County West Office are all working together out of the Mays Landing office for those staff that are physically working from the office. Most staff are working from home. Twelve (12) staff are working on investigations. There are also nine (9) staff that are Covid-19 specific. Face to face contact is being limited to those cases that are deemed high risk, have safety protection plans, and/or have children three years of age and under. Clerical staff is working on a rotating schedule. S. Staino added that the DCP&P Area Office is working to provide as much support to the local offices as possible while also working with a small number of staff physically in the offices as most Area Office staff are also working remotely.

V. Committee Reports:

a. Executive Committee – J. Roy

Minutes from the 4/29/20 meeting were distributed with the meeting packet via email. J. Roy asked if there were any questions on the minutes. There were none.

b. Disability Services Committee – K. Fitzsimons

The meeting scheduled for 4/21/20 was cancelled. The DSC is investigating the possibility of rescheduling. R. Kuprianov reported that DDD Support Coordinators cannot conduct face to face visits during this time; visits are being conducted remotely through telephone and Zoom. J. Moscony reported that distance learning began for Special Services School District (SSSD) on 3/17/20. Contact is made with students daily. She noted that there were some technology issues that needed to be addressed when distance learning first began but all students now have access. SSSD nursing staff are conducting wellness checks on students remotely and teletherapies (PT, OT, and speech) are also being conducted. SSSD is preparing a distance learning platform for the Extended School Year (ESY) program which begins in July. Lastly, the SSSD food bank is providing 150 meals per week (Mondays-Thursdays).

c. Program Review Committee – J. Kunec

No report.

d. WFNJ-WTW – D. Groome

A written report detailing WFNJ/SNAP caseload numbers for Cape May County for December 2019 and January 2020 was distributed with the meeting packet. D. Groome highlighted the following statistics from the reports: GA cases = 147 (December), 150 (January), TANF cases = 110 (December), 108 (January), and SNAP cases = 3,522 (December), 3,543 (January). The WFNJ participation rate was 12% in December and 16% in January. D. Groome stated that she would defer her comments on WFNJ programs/services during Covid-19 to the discussion on this topic under “new business”.

e. CEAS – S. Matthews

Minutes from the 3/10/20 CEAS meeting were distributed with the meeting packet via email. S. Matthews reported that the meeting focused on status updates on programs/services offered locally (through Cape May County specific funds) and those offered through the SNJCoC. It is expected that the May meeting will include a discussion on the 2020 PITC numbers, as well as, service demand during Covid-19.

- f. CIACC – K. Raring
S. Hand reported for K. Raring. The minutes from the 3/10/20 CIACC meeting were distributed with the meeting packet via email. S. Hand offered to answer any questions on the minutes; there were none. The CIACC meeting scheduled for 5/12/20 has been cancelled but will be rescheduled. A date for this meeting has not yet been determined.
- g. Membership – C. Loper
S. Hand stated that C. Loper is having technical difficulties getting into this Zoom meeting so she will report for her. J. Fahy and C. Zellers have been appointed to Council as new members. She welcomed both to the CMC HSAC. S. Hand concluded by stating that with these appointments, Council now has full membership.

A motion was made by R. Kuprianov and seconded by W. Whelan to accept the committee reports as presented. Motion carried.

VI. Liaison Reports

- a. MHADA Board – P. Devaney
S. Hand reported for P. Devaney. The minutes from the 3/10/20 meeting were distributed with the meeting packet. S. Hand stated that most of the information contained in the minutes will be updated when the MHADA Board meets next week. However; if anyone has any specific questions from these minutes, she or D. Groome would try to answer. There were no questions.
- b. Youth Services Commission – K. Raring
S. Hand reported for K. Raring. The minutes from the 2/11/20 meeting were distributed with the meeting packet. S. Hand stated that the April meeting of the YSC was cancelled; the next YSC meeting is scheduled for 6/9/2020.

VII. Old Business

- 1. J. Roy reported that the children's mental health event planned for 5/2/20 was cancelled.
- 2. R. Kuprianov reported that the Family Support Council #10 provider forum scheduled for 4/4/20 was cancelled. The Sweetheart's Ball has been postponed until 10/15/20.

VIII. New Business

- 1. J. Roy opened the floor to comments, discussion, and/or updates related to Covid-19. D. Groome reported that the CMC Division of Social Services is open. There is a skeleton crew physically in the building on a daily basis as most staff are working remotely. The Division has established a triage system that operates out of the building's reception area with social distancing markers being utilized. Every effort is being made to decrease the necessity for consumers to enter the building to receive services. The Division is providing information and applications on all available benefits on their website. For those wishing to submit a paper application, there is a drop box outside of the building that can be accessed 24/7. D. Groome stated that there have been many changes to the policies governing social service programs through the Division of Family Development (TANF, Emergency Assistance, etc.). She cited the following examples: the immediate need program has been extended, no terminations from EA, WFNJ work requirements relaxed, etc. D. Groome concluded by reporting that the Division has been inundated with applications for programs/services but staff are working diligently and are close to reaching the 30 day application processing benchmark. J. Roy commented that the County's website is a great source for information (www.capemaycountynj.gov) as is Cape Atlantic INK's website (www.capeatlanticresource.net). He encouraged those present to utilize these sites. E. Cunningham reported that SJLS staff are working remotely; she added that court is also being held remotely. The office has seen an increase in cases related to unemployment denials. J.

Roy stated that he was contacted by a consumer who was very frustrated by the fact that they could not get through to the unemployment office. N. Cordeiro asked J. Roy to email her the information and she would forward to the staff of the unemployment office. A. Coll of The Arc of Cape May County reported that while day programs have been closed due to Covid-19, residential programs are open. She noted that she was happy to report that no residents of The Arc residential programs have had Covid-19. A. Coll concluded by praising all the direct support personnel and the frontline staff of not only The Arc but all agencies. C. Zellers reported that Rutgers Cooperative Extension (RCE) is also working remotely. RCE will be providing several programs through video presentations including Kids Cooking and Interactive Wellness. Information can be found on the County website. J. Faldetta reported that the Cape Assist office is closed with one staff person present daily to answer the phones; other staff are working remotely. Cape Assist is offering a virtual tobacco cessation program through Zoom; the program includes free nicotine replacement therapy. C. Galiano reported that CARA services are operational with most staff working remotely whenever possible. The CARA food pantry is offering curbside pickup. D. Groome reported that the staff of the CMC Division of Veteran Services continues to provide services with staff working remotely. C. Bingham of the CMC Division of Aging and Disability Services reported that two (2) staff are in the office daily Monday – Friday (staff rotate). Services such as mobile meals, adult protective services, and Medicare counseling are operational. Social workers are available for telephone consultation but are only going out into the field if absolutely necessary. The senior centers operated by the Division are closed. The annual senior jamboree and the senior art show have been postponed. G. Speed and E. McBride reported that Acenda continues to provide most services and programs. The pharmacy remains open. Some staff are working remotely. The agency is utilizing telehealth whenever possible in order to continue to provide services yet limit face to face contact when possible.

2. W. Whelan stated that his agency (Delaware Valley Residential Care, LLC) is expanding and will be opening a facility for consumers with traumatic brain injury (TBI) in Atlantic County. He has been asked to serve as the administrator for the new facility (at least through the implementation). In order to do this, he needs to apply to NJ DHS for a license. One component of the licensing process is letters of reference/support from the human services community. W. Whelan asked if Council would consider providing him with a letter on his involvement with the HSAC. J. Fahy made a motion to provide the letter of recommendation/support for W. Whelan. R. Kuprianov seconded. Motion carried.

IX. Public Response

There was no public response.

Meeting adjourned at 2:57pm.