

**COUNTY OF MORRIS**  
**DEPARTMENT OF HUMAN SERVICES**  
**DIVISION OF COMMUNITY & BEHAVIORAL HEALTH SERVICES**

P.O. Box 900  
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Board of County Commissioners

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**HUMAN SERVICES ADVISORY COUNCIL (HSAC)**  
**Tuesday, September 24, 2024, Hybrid Meeting**  
**Meeting Minutes**

**I. Call to Order, Welcome, and Introductions**

Ms. Sherrod Capozzi, Chair, called the meeting to order at 5:22 pm. A quorum was established, and attendance was as follows:

**Board Members:**

Joann, Bjornson, Family Promise – Vice Chair  
Donna Boyce, Citizen Representative (virtual)  
Kelly Martins, EDGE NJ (virtual)  
Kenneth Oexle, Citizen Representative  
Michelle Roers, United Way of Northern New Jersey  
Rebecca Sherrod Capozzi, Child & Family Resources – Chair  
Diane Williams, Jersey Battered Women’s Service (JBWS)

**Board Liaisons:**

Allison Delcalzo, Atlantic Health (virtual)  
Kayla Gieger, Child & Family Resources (virtual)  
Sean McGinnis, MC Division of Child Protection & Permanency (virtual)  
Nelson Troche, New Jersey Department of Human Services (virtual)

**Morris County Staff:**

Amy Archer, Division of Community & Behavioral Health Services  
Kasey Errico, Director of Human Services  
Anna Marie Hess, Division of Community & Behavioral Health Services

**Community Members:**

Jeff Bashe, Citizen Representative  
Joseph Murray, Hope House (virtual)  
Steve Nagel, HomeSharing

Emily Savino, Mental Health Association  
Tracey Sumliner, MC Division of Child Protection & Permanency

## **II. Approval of May 28, 2024, Minutes**

Mr. Oexle motioned to approve the May 28, 2024, meeting minutes. Ms. Roers seconded the motion. All were in favor, with no opposition and two abstentions. The motion carried.

## **Approval of June 25, 2024, Minutes**

Ms. Bjornson motioned to approve the June 25, 2024, meeting minutes. Mr. Oexle seconded the motion. All were in favor, with no opposition and three abstentions. The motion carried.

## **III. Ope to the Public – no comment**

## **IV. Presentation – Shared Affordable Housing Program – Mr. Steven Nagel, HomeSharing Executive Director**

Please see the presentation slides attached.

### **A. Questions & Answers**

- i.** Ms. Roers asked, “Do you have families as seekers?” Mr. Nagel stated, “Yes, they do have families, but they are harder places because they need more bedrooms.”
- ii.** Mr. Bashe asked, “What is your service area?” Mr. Nagel replied, “The state of New Jersey.”
- iii.** Ms. Roers asked, “How do you recruit?” Mr. Nagel said, “I do a lot of talking and presenting to agencies, community groups, and services organizations to get the word out there.”
- iv.** Ms. Williams asked, “Where does your funding come from?” Mr. Nagel replied, “Morris County GIA, other municipality block grants, and fundraising.”
- v.** Ms. Williams asked, “Do you work with any domestic violence shelters or organizations in other counties?” Mr. Nagel stated they are looking to work with DV organizations and shelters.
- vi.** Mr. Bashe asked, “What is your annual operating budget, and what is your staffing?” “Our operating budget is about \$320,000.00, and we have three full-time staff and one part-time staff member for the entire state.”
- vii.** Mr. Oexle asked, “Do you have to do anything with planning or zoning in the towns since you have unrelated family members living in the same dwelling?”. “No, we do not because home sharing is an approved program by the state.”
- viii.** Mr. Oexle asked, “Is additional insurance needed or a waiver agreement in case of injury to the seeker?” Mr. Nagel replied, “That is all part of the Shared Living Agreement and would be covered by the homeowner's insurance.”

- ix. Mr. Oexle asked, “Is the income that the provider receives taxable?” Mr. Nagel said, “No because that income is considered a shared living expense.”

**V. Chair Report – no report**

**VI. Closed Session**

**A. Program Review 2025 Grant-In-Aid (GIA), Social Services for the Homeless (SSH), Child Abuse Prevention (CAP), and Navigating Hope (NH) Funding Recommendations**

Ms. Sherrod Capozzi asked that anyone in conflict with GIA, SSH, CAP, and NH funding and anyone from the public recuse themselves from the meeting. Ms. Bjornson, Ms. Sherrod Capozzi, Ms. Williams, Ms. Delcalzo, Ms. Gieger, Mr. McGinnis, Mr. Troche, Mr. Bashe, Mr. Murray, Ms. Savino, Ms. Sumliner, and Mr. Nagel left the meeting. A motion was made by Ms. Roers and seconded by Ms. Sherrod Capozzi to begin the closed session of the meeting. There were no abstentions and no opposition. Motion carried.

According to P.L. 1975 Ch. 231 of the Open Public Meetings Act, the board closed the open portion of the meeting at 6:06 p.m.

**Return to Meeting**

The meeting reopened at 6:40 p.m., and Ms. Bjornson, Ms. Sherrod Capozzi, Ms. Williams, Ms. Delcalzo, Ms. Gieger, Ms. Savino, Ms. Sumliner, Mr. McGinnis and Mr. Bashe returned to the meeting.

**Action Resulting from Closed Session**

Ms. Hess stated that the HSAC Funding Review subcommittee met, reviewed, and discussed the 2025 Funding applications. Let the record reflect that the board voted to approve the funding recommendations in the closed session.

As discussed in the closed session, Mr. Oexle motioned to approve the funding recommendations. Ms. Martins seconded the motion. All were in favor, with three abstentions and no opposition. Motion carried.

- i. Ms. Roers has requested a discussion at the upcoming HSAC meeting regarding advocacy for additional funding from the County Commissioners. Ms. Archer reported that a Leadership Meeting was held recently. The Leadership Committee is composed of the Chairs and Vice Chairs of the Morris County Advisory Committees. The primary focus of the meeting was the necessity for increased funding for GIA as it pertains to all advisory funding sources. The discussion encompassed three key service areas: demographic changes as informed by recent census data, inflationary costs, and the unit costs associated with services provided by the various Advisory Committees, HSAC, ACADV, MHASAB, and YSAC, comparing the changes from 2019 to current. It was recommended that the county staff look at the unit costs associated with that time

period to see if there was an increase in costs in running the funded programs. Discussion ensued.

**VII. New Jersey Department of Human Services – no report**

**VIII. New Jersey Department of Children & Families – no report**

**IX. Division of Child Protection & Permanence – DCF Staff Liaisons, Morris East & West Offices**

**A. Morris East**

| <b>Criteria</b>                                  | <b>July 2024</b> | <b>August 2024</b> |
|--|------------------|--------------------|
| Children <5-years old, Mother <30 -years old     | 20               | 11                 |
| Substance Affected Newborn Cases (aka Safe Care) | 2                | 13                 |
| New  | 53               | 35                 |
| Reopens  | 46               | 33                 |
| Active   | 8                | 5                  |
| CPS  | 102              | 77                 |
| CWS  | 17               | 9                  |
| Domestic Violence                                | 32               | 23                 |
| Sex Abuse  | 8                | 5                  |
| Unhoused   | 7                | 6                  |
| SPRU   | 33               | 25                 |
| Spanish Speaking                                 | 26               | 8                  |
| < 90 Day Re-opens                                | 12               | 12                 |
| Substance abuse                                  | 25               | 25                 |
| Child on Child Sex Abuse                         | 1                | 0                  |
| Unaccompanied Minors                             | 1                | 0                  |

**B. Morris West**

| <b>Criteria</b>                                       | <b>July 2024</b> | <b>August 2024</b> |
|---|------------------|--------------------|
| Children <5-years old, Mother <30 -years old          | 0                | 0                  |
| Substance abuse affected newborn cases, aka Safe Care | 2                | 3                  |
| New   | 38               | 29                 |
| Reopens   | 47               | 54                 |
| Active  | 7                | 7                  |
| CPS   | 81               | 73                 |
| CWS   | 12               | 17                 |

|                          |    |    |
|--------------------------|----|----|
| Domestic Violence        | 27 | 23 |
| Sex Abuse                | 6  | 3  |
| Unhoused                 | 1  | 0  |
| SPRU                     | 29 | 24 |
| Spanish Speaking         | 20 | 16 |
| < 90 Day Re-opens        | 14 | 9  |
| Substance abuse          | 30 | 28 |
| Child on Child Sex Abuse | 0  | 0  |
| Unaccompanied Minors     | 5  | 2  |

**X. Staff Reports**

**A. Human Services – Ms. Hess**

- i. Ms. Hess thanked the HSAC for participating in the Monitoring visits over the summer and the Program Review committee for their hard work over the past three months. Ms. Archer indicated that the Point In Time (PIT) count will occur in January. The Continuum of Care (CoC) has been actively engaged year-round through the PIT Committee to raise awareness and educate municipalities, non-profit organizations, and governmental bodies. A PIT Preparation Training Meeting is planned for October 1, 2024. The Committee has developed a presentation that outlines the activities to be conducted on the night of the count and details the various outreach events that are set to take place. More information to come.

**B. Council on Aging, Disabilities & Veterans – no report**

**XI. Old Business – no comment**

**XII. New Business**

- A. Mr. Roers announced that United Way for ALICE is launching the In Focus on Children Report.
- B. Ms. Williams announced that October is Domestic Violence Awareness Month. JBWS will be tabling awareness events through the Library Initiative, so JBWS will visit approximately 20 libraries and have recommended books and videos available. They are also going to be participating in the Morris County Restaurant Week. Select restaurants have agreed to have awareness information available to their patrons and offer percentages off, with proceeds going back to JBWS. October 17, 2024, is Purple Day. We ask all organizations to wear purple that day to support Domestic Violence Awareness. JBWS is launching a podcast with unsilenced discussions about domestic violence. The 12<sup>th</sup> annual Autumn Auction for Hope will be held on October 15, 2024, at the Park Avenue Club in Florham Park; please see the website for additional information: <https://jbws.org/jbws-autumn-auction-for-hope/>.

- C. Ms. Bjornson announced that Family Promise will host a 5K walk/run on October 13, 2024.
- D. Ms. Errico announced that the Office of Temporary Assistance staff will be at the Morris County Library on Wednesdays, giving consumers another point of entry to help them connect to services.

**XIII. Subcommittee Reports**

- A. **Program Review** – Closed Session for 2025 Funding Recommendations
- B. **Planning** – no report
- C. **Bylaws** – no report
- D. **Legislative** – no report
- E. **Nominating**
  - i. Ms. Bjornson stated that nominations will be accepted at our November 2024 meeting and will be voted in at our January 2025 meeting.
  - ii. We are still recruiting new members; please see the County website for more information and fill out the Biographical Profile form: <https://morriscountynj.seamlessdocs.com/f/boardprofile>. Also, see the website for the 2024 Orientation for member responsibilities: <https://www.morriscountynj.gov/files/sharedassets/public/v/1/departments/human-services/a.-hess-hsac/2024-orientation-hsac.pdf>.

**XIV. Advisory Committee Reports**

- A. **Morris, Sussex, Warren HIV Advisory Committee** – Ms. Martins
  - i. There hasn't been a meeting since May, and the group is undergoing some restructuring. I am working with Ms. Hess to get the committee back on track.
- B. **Mental Health Addiction Services Advisory Committee** – Ms. Archer
  - i. At our September meeting, Ms. Michelle Borden of NewBridge Services presented on the Greystone Settlement Agreement Oversight Committee. She presented on the census, improvements, and new processes.
  - ii. Chapter 51, Funding for Substance Use, received its allocation for 2025 but did not receive the list of categories for which funding can be used, which has delayed the funding process for MHASAB. They will work on their funding review over the next few weeks to ensure a full committee vote on the recommendations at the October MHASAB meeting.
  - iii. Overdose Awareness Day took place on August 30, 2024. Ms. Fosko organized this well-attended event honoring those lost to the opioid epidemic this year and inspiring hope through stories of recovery.
  - iv. The Mental Health Public Forum will take place in May 2025.
- C. **Advisory Committee on Women** – Ms. Boyce
  - i. A strategic focus aims to understand the impact on women in a key relevant area, support local leaders and initiatives addressing this focus, and advocate for responsible solutions. Our concentration is on Housing and Healthcare. This incorporates potential sub-focus areas such as employment, education, transportation, and child care. The COVID effects on women and national and local emergent needs for safe housing,

coupled with the unprecedented amount of federal, state, and local funding available, make this an impactful priority.

- ii. We have moved to meet every other month rather than monthly to allow the subcommittees time to work on projects. Subcommittee meeting results are discussed at full committee meetings.
- iii. The committee continues to build internal capacity by documenting processes used for activities based on the Mission and by-laws.
- iv. Sub-Committee Updates:
  - 1. Membership: seeking new members who live or work in Morris County. Discussed possible sources and outreach for new members.
  - 2. Seeds of Change Award: Inspired by Leanna Brown, the Seeds of Change Award seeks to highlight and celebrate women who build up other women through volunteer activities. The subcommittee will review the timeline for the 2025 award and update the application and related items by the next meeting.
  - 3. Housing is a discussion centered on additional services for target populations.
- v. The next meeting is November 20, 2024.

**D. Youth Services Advisory – Ms. Archer**

- i. The focus has been on trends and priorities over the past few months.
- ii. Monitoring visits for JJC will take place in October.

**XV. Partnership Announcements**

**A. Child Care Report – Ms. Gieger**

- i. Morris County has 38 registered FCC Providers and three prospects.
- ii. NJEDA Child Care Facility Improvement Program Grant Phase 2 for Registered Family Child Care (FCC) Providers. This pilot grant of \$5 million supports NJ Registered FCC homes with the purchase of furniture, fixtures, and equipment (FFE) that will contribute to the health, safety, accessibility, and/or high-quality learning environments.
- iii. FCC Provider Referral Grant – Current family child care providers may refer a person who would like to become a new registered FCC provider and potentially earn \$1,000.00 per referral. Applications will be accepted through September 30, 2024.

**B. Continuum of Care (CoC) – Ms. Delcalzo**

- i. The CoC Executive Committee last met on July 25. The Policy Development Process was introduced, the County Coordination and Collaboration policy was approved, the committee reviewed survey results from a demographic survey conducted of the membership to determine membership gaps, the committee approved the establishment of a Point in Time Coordination Ad Hoc Committee to complete PIT outreach, training, and coordination activities throughout the year.
- ii. The HUD NOFO has been released, and Monarch Housing Associates is leading the development of the Morris application for CoC funding. The entire community has been invited to provide feedback on the narrative

pieces using the attached link:

<https://docs.google.com/document/d/1eV9JCahkEtBX4PufgMPE3z4Uuue-4B08OdocKfoKk6w/edit?usp=sharing>

- iii. HUD is designating funding for 2024 with auto renewal for 2025 with the potential for additional funding. The community will not need to prepare another NOFO until 2026. The Allocation Committee is currently in the process of finalizing application review, ranking, and allocations. Deliberations are confidential, and agencies will be notified of ranking and funding decisions in late September.
- iv. The CoC assisted with the planning of the 3<sup>rd</sup> annual Community Resource Exchange event on September 13. The event was a great success, and we are grateful to our community of service providers for participating.
- v. The next CoC office hours are scheduled for October 24 between 11:30 and 12. To sign up for office hours, email [Allison.delcalzo@atlantichhealth.org](mailto:Allison.delcalzo@atlantichhealth.org).
- vi. The next regular meeting of the Executive Committee is scheduled for Thursday, September 26, at 10:00 a.m. at the Morris County Department of Human Services conference rooms at 1 Medical Drive/2 Executive Drive. Networking and refreshments will start at 9:30 a.m.
- vii. The CoC is recruiting for a new Chair and Secretary for the 2025-2026 term. We are also seeking volunteers for the Allocation Committee and the Lead and Co-Chair positions for the Coordinated Assessment Case Conferencing Committee. Interested candidates should reach out to the current Chair: [Allison.delcalzo@atlantichhealth.org](mailto:Allison.delcalzo@atlantichhealth.org).
- viii. All open CoC committees are recruiting for new members. See the committee list and contact below:
  - 1. Community Assistance Services (CAS), [Rebecca Butz](#) and [Sherina Caban](#)
  - 2. Coordinated Entry Case Conferencing Teams, [Maria Fodali](#) and [Jennifer Combs](#)
  - 3. Data Governance, [Luisa Fieno](#) and [Jennifer Amaya](#)
  - 4. Partnership Workgroup, [Chris Kirk](#)
  - 5. Advisory Board Committee, [Alicia Alvarez](#)
  - 6. Permanent Housing, [Kelly Stephens](#)

## XVI. Adjournment

Mr. Oexle motioned to adjourn, and Ms. Bjornson seconded the motion. All were in favor, and the meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Anna Marie Hess  
HSAC Coordinator