

# 2023 Orientation

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Morris County Commissioner Appointed Advisory Board  
and Council Members

# What is Morris County Department of Human Services?

<https://www.morriscountynj.gov/Departments/Human-Services>

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- **Made up of the following Divisions:**
  1. Community Assistance & Resources
    - Office of Temporary Assistance
    - Office on Aging, Disabilities, and Community Programming
  2. Community & Behavioral Health Services
  3. Employment & Training Services
  4. Juvenile Facilities

# Human Services Advisory Boards/Councils/Committees

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- Human Services Advisory Council (HSAC) – Division of Community & Behavioral Health Services
  - HSAC reviews, monitors, and improves county level human service activities, services, and programs for homeless and modest income children, families, and victims of abuse, neglect, and abandonment
- Mental Health Addictions Services Advisory Board (MHASAB) – Division of Community & Behavioral Health Services
  - MHASAB ensures that a full continuum of care is available and affordable to address the shared and specific mental health and substance use prevention, education, and treatment needs of Morris County residents
- Youth Services Advisory Council (YSAC) - Division of Community & Behavioral Health Services
  - The YSAC is to serve as the mechanism to develop a responsive, accessible and integrated system of care for youth and young adults (ages 0-21 years) with special social/emotional needs and their families, as well as juveniles (0-18 years) charged or adjudicated delinquent

# Human Services Advisory Boards/Councils/Committees (cont.)

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- Advisory Council on Aging, Disabilities, and Veterans (ACADV) – Office on Aging, Disabilities, and Community Programming
  - ACADV discusses and advocates for issues of importance to area seniors, persons with disabilities, and veterans
- Advisory Committee on Women
  - Advisory Committee on Women is a fact-finding committee that researches the needs, problems, interests, concerns, and capabilities of the women who reside and work in Morris County and promotes their interests
- MAPS Citizen Advisory Committee (MAPS CAC)
  - MAPS CAC is to advise the Morris County Department of Human Services on planning, implementing, and operating coordinated transportation services at the county level pursuant to the requirements of the program guidelines adopted by New Jersey Transit

# Human Services Advisory Boards/Councils/Committees(cont.)

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- Morris, Sussex, Warren HIV/AIDS Advisory Committee
  - This Committee serves as a united voice on behalf of HIV infected and affected consumers, service providers and county governments. It serves as the primary coordinating, planning and policy development entity on issues related to HIV/AIDS in the region

# Changes for 2023

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- Effective 2023, the Morris/Sussex/Warren Workforce Development Board will now be called **Workforce Development Board of Northwest New Jersey**
- This Board will no longer be under the Department of Human Services. They will now be under the Office of Planning and Preservation
- The goals of Workforce Development Board of Northwest New Jersey will remain the same:
  - An independent Board with the goal of combining area employment, training and supportive services and programs into a consumer-based, market-driven system that meets the needs of job seekers and employers
  - Serves Morris, Sussex, and Warren County

# Board of County Commissioners

<https://www.morriscountynj.gov/Departments/Board-of-County-Commissioners>

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- The Morris County Commissioners prepare and adopt the Morris County budget, authorize expenditures, appoint County officials and members of Boards, Commissions, Councils, and Authorities, and supervises the administration of all County Departments.
- Commissioner List Liaison - <https://www.morriscountynj.gov/Departments/Board-of-County-Commissioners/Commissioner-Liaison-List>
  - Christine Myers is the Human Services Liaison
  - Douglas Cabana is the alternate Human Services Liaison
- Agenda and meeting minutes are available online
  - See example of resolution – can be found online - <https://morriscountynj.iqm2.com/Citizens/Default.aspx>

# What Does it Mean to be Appointed an Advisory Board/Council Member/Committee Member?

- You have been appointed by the Morris County Board of County Commissioners based on an interest and/or area of expertise
- You have the ability to interact with a group of dedicated individuals
- You can learn about issues related to your specific Advisory Board, Council, or Committee
- You represent the County of Morris



# Role of an Advisory Board/ Council/Committee member (examples)

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- Provide assistance, advise, and bring a level of lived experience and/or expertise to the Department of Human Services
- Review and discuss funding recommendations for Federal, State, and Local funding streams
- Bring topics related to your area of concentration to the full advisory meeting for discussion
- Provide letters of advocacy as needed
- Assist in developing priorities which will be used in the funding review process
- Collaborate across Advisory Board/Council/Committees to discuss cross-system challenges

# I agree to participate in the following ways....

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- Regular attendance at Advisory Board/Council/Committee meetings. This is important because quorums are needed for certain tasks
- Participation in subcommittees
  - The information must be brought to the attention of the full Advisory Board/Council/Committee and critical information must be discussed and/or approved, as needed
- Occasional attendance at special functions and/or meetings related to your Advisory Board/Council/Committee such as needs assessments, planning initiatives, etc.
- Report on other meetings you attend
- Disseminate critical information to the public as directed by Human Services staff

# Role of Human Services Staff as Related to the Advisory Boards/Council/Committees

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- Provide Department/Division updates during Advisory Board/Council/Committee meetings
- Monitor funded agencies spending and compliance with Federal/State/Local guidelines
- Provide technical assistance to funded agencies
- Monitor funding recommendations to ensure there is no duplication
- Provide assistance and knowledge to Advisory Board/Council/Committee members to eliminate gaps in service areas

# Places to Visit on the Website

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- <https://www.morriscountynj.gov/Departments/Human-Services>
- Advisory Boards/Councils for descriptions, meeting information, minutes, etc.
- Calendar
- Stigma Free
  - <https://www.morriscountynj.gov/Departments/Morris-County-Stigma-Free-Communities-Initiative/About-Stigma>

# Human Services Advisory Council (HSAC) Meetings

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- Meetings are the 4th Tuesday of the month beginning at 5:15 pm.
- 9 meetings a year
  - Typically skip summer meetings (July & August) and the December meeting
- Currently virtual
- HSAC brings representation from other human services advisories, NJ Department of Human Services and NJ Department of Children & Families together
  - Advisory Committee Members – can serve 6 - 1-year terms
    - Members must be reappointed each year

# Human Services Staff related to Human Services Advisory Council

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- Amy Archer – Division Director, Community & Behavioral Health Services
  - 973.285.6852
  - [aarcher@co.morris.nj.us](mailto:aarcher@co.morris.nj.us)
- Human Services Coordinator - vacant
- Anna Marie Hess – Administrative Professional
  - 973.285.6853
  - [ahess@co.morris.nj.us](mailto:ahess@co.morris.nj.us)

# Standing Subcommittees

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- HSAC members are encouraged to serve on at least two subcommittees
- Meeting dates are as needed (not monthly)
  - Planning Subcommittee – assist in development and implementation of comprehensive human services plans, i.e. the Need Assessment. Identify service priorities, guide recommendations for allocation of County, State and Federal funding
  - Program Review Subcommittee – in the context of priority service needs, identified within Human Services documents and other needs-based plans, review funding applications requiring formal action by the general council. Prepare funding recommendations for the allocations of funds. Review and evaluate the fiscal and programmatic performance of agencies receiving funding. Regarding performance of these agencies toward meeting their obligation

# Standing Subcommittees (Cont.)

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- Nominating Subcommittee – Presents a slate of officers for the following year at the last scheduled meeting of the Council. The slate of officers, with any independent nominations and nominations from the floor will be voted on at the January meeting
- By-Laws – review and/or revise the by-laws, as necessary
- Ad Hoc Committees – Convened by Council Chair in conjunction with the Human Services Coordinator for the duration of the Committee's activity, i.e. legislative



# Attachments Sent

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- Morris County Conflict of Interest
- Morris County Statement of Confidentiality
- HSAC funding for 2023