

CHAPTER 2

**COUNTY HUMAN SERVICES ADVISORY COUNCILS;
THE STATE HUMAN SERVICES COUNCIL; AND
COMMISSIONER'S EXECUTIVE ADVISORY
COMMITTEE**

Authority

N.J.S.A. 30:1-12.

Source and Effective Date

R.2002 d.296, effective August 14, 2002.
See: 34 N.J.R. 953(a), 34 N.J.R. 3264(b).

Chapter Expiration Date

Chapter 2, County Human Services Advisory Councils; the State Human Services Council; and Commissioner's Executive Advisory Committee, expires on August 14, 2007.

Chapter Historical Note

Chapter 2, County Human Services Advisory Councils and the State Human Services Advisory Council, became effective January 5, 1987 as R.1987 d.17. See: 18 N.J.R. 1777(b), 18 N.J.R. 124(a).

Pursuant to Executive Order No. 66(1978), Chapter 2, County Human Services Advisory Councils and the State Human Services Advisory Council, was readopted as R.1992 d.28, effective December 11, 1991. See: 23 N.J.R. 3259(a), 24 N.J.R. 95(a).

Pursuant to Executive Order No. 66(1978), Chapter 2, County Human Services Advisory Councils and the State Human Services Advisory Council, expired on December 11, 1996.

Chapter 2, County Human Services Advisory Councils and the State Human Services Advisory Council, was adopted as new rules by R.1997 d.328, effective September 15, 1997. See: 29 N.J.R. 747(a), 29 N.J.R. 4125(a).

Chapter 2, County Human Services Advisory Councils; the State Human Services Council; and Commissioner's Executive Advisory Committee, was readopted as R.2002 d.296, effective August 14, 2002. As a part of R.2002 d.296, effective September 16, 2002, Subchapter 3, Commissioner's Executive Advisory Committee, was adopted as new rules. See: Source and Effective Date. See, also, section annotations.

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**SUBCHAPTER 1. COUNTY HUMAN SERVICES
ADVISORY COUNCILS**

10:2-1.1 Mission, purpose and scope

(a) A County Human Services Advisory Council (CHSAC) is a county-based planning, advisory, and coordinating organization dedicated to helping the community meet its human service needs. A CHSAC seeks to facilitate, and enhance the delivery of human services through collaborative relationships across the county, and between the counties and State agencies.

(b) County Human Services Advisory Councils are appointed by the government of each county to review county-level human service activities and to serve as the primary vehicle for making local recommendations to assist both county government and the New Jersey Department of Human Services' decision making; identifying the high priority human service needs for their community; the coordination and improvement of services to Department target populations; the planning, coordination, and implementation of Department initiatives at county level; and input to the Department on funding priorities and allocations.

1. The Board of Chosen Freeholders or County Executive can appoint their HSAC within county government or select a private non-profit agency to fulfill this function. If the county government does not establish an HSAC, the New Jersey Department of Human Services may establish a substitute committee for an Advisory Council within the county, at the discretion of the Commissioner, when the Commissioner determines that there is a need for input to the Department on planning, policy and spending in that county.

(c) County Human Services Advisory Councils' activities include, but are not limited to:

1. Facilitation and coordination of the Department of Human Services' annual public budget review process in each county;
2. Review and comment on human services proposals;
3. Preparation of allocation, reduction, or reallocation plans including those required for the Social Services Block Grant (including formula funds), State appropriations for the homeless, and other funding streams as required by the Department of Human Services;

4. Review or monitor existing contracts and their relevance to county service priorities;

5. Review of relevant plans from other funding sources and service systems which impact on the target populations;

6. Coordination and consolidation of the local human services delivery systems;

7. Development and implementation of a county human services plan which recommends service and funding priorities to meet local needs; and

8. Designation of appropriate representation for participation on the State Human Services Council.

(d) County Human Services Advisory Councils shall be comprised of provider representatives, consumers of human services, and other concerned individuals and shall be generally reflective of the demographic characteristics of their respective county populations.

Amended by R.1992 d.28, effective January 6, 1992.

See: 23 N.J.R. 3259(a), 24 N.J.R. 95(a).

Added (b)1, 6 and 7; in (b)3, added Social Services Block Grant, appropriations for homeless, Peer Grouping and other funding; and deleted (d).

Amended by R.2002 d.296, effective September 16, 2002.

See: 34 N.J.R. 953(a), 34 N.J.R. 3264(b).

Added a new (a); recodified former (a) as (b) and rewrote the introductory paragraph; recodified former (b) as (c), rewrote 4, substituted "from" for "for" in 5 and deleted "Advisory" preceding "Council" in 8; recodified former (c) as (d).

10:2-1.2 Definitions

The following words and terms, when used in this chapter, shall have the following meanings, unless the context clearly indicates otherwise.

"Commissioner" means the Commissioner of the New Jersey Department of Human Services.

"Consumer" means a person who is, or has been, a recipient of public or private human services; or a consumer advocate (that is, a volunteer or member of an advocate group or a person representing the interests of specific consumer groups). A family member, as defined below, is also a consumer. A consumer member of a provider Board will be considered a "consumer," and a volunteer in that agency will be considered a consumer advocate, as long as that provider agency does not hold a seat in the CHSAC.

"Contracting process" means the action by which the New Jersey Department of Human Services enters into a written agreement with the chief executive officer of county government, where applicable, the Board of Chosen Freeholders, where applicable, or the board of directors of an organization designated as a CHSAC to perform specific levels of service, planning objectives, and to receive funding as set forth by the Department.

"Department" means the New Jersey Department of Human Services.

"Family member" means a spouse, significant other, child, parent, sibling, guardian, or a caregiving relative of a person who is, or has been, a recipient of public or private human services.

"Provider representative" means an employee, board member, or other volunteer of an entity which holds a contract with the Department.

"Target populations" means those populations currently under the purview of the New Jersey Department of Human Services, such as children and families in need of services, particularly child welfare and protective services, and people who: are seriously emotionally disturbed children, are severely/persistently mentally ill, have developmental disabilities, are blind or visually impaired, are deaf or hard of hearing, have other disabilities, need child care, earn low incomes or receive public assistance, are homeless, receive Medical Assistance, and any other populations requiring services from the Department.

Amended by R.1992 d.28, effective January 6, 1992.

See: 23 N.J.R. 3259(a), 24 N.J.R. 95(a).

Added "Family member" and amended "Consumer", "Minority interest representative" and "Target populations".

Amended by R.2002 d.296, effective September 16, 2002.

See: 34 N.J.R. 953(a), 34 N.J.R. 3264(b).

Added "Commissioner"; rewrote "Consumer" and "Family member"; deleted "Minority interest representative"; in "Provider representative", substituted "holds" for "is eligible to hold" following "entity which"; rewrote "Target populations".

10:2-1.3 Membership

(a) To receive and maintain Department approval, County Human Services Advisory Councils shall contain the required membership delineated in (a)1 through 3 below. The categories of membership in (a)4 through 9 below are strongly recommended. All categories of membership may be included as voting members with the exceptions noted below.

1. Public and private provider representation shall be comprised of both public and private human services provider representatives. Provider representation shall include employees, board members, or volunteers of an entity which holds a contract with the Department. Provider representative membership shall represent as many target populations and service areas encompassed by the Department as possible and it shall not exceed 49 percent of the total membership. Representation shall include:

i. The County Freeholder or County Executive, or a designee, as an ex-officio, voting or non-voting member (county choice);

ii. The county welfare agency (or its county equivalent) Director or designee;