

OCEAN COUNTY BOARD OF SOCIAL SERVICES
OPEN PUBLIC AGENDA

OCTOBER 27, 2026

OCEAN COUNTY RESOURCE CENTER
1005 HOOPER AVENUE
P.O. BOX 547
TOMS RIVER, N.J. 08753-0547
2:00 P.M.

- I. CALL TO ORDER AND FLAG SALUTE- Chairperson
- II. OPEN PUBLIC MEETINGS ACT - Chairperson
- III. ROLL CALL
- IV. APPROVAL OF MINUTES OF SEPTEMBER 22, 2026 OCBSS MONTHLY MEETING
Members Present: P. Hartney, B. Miles, S. Sternbach, C. Thomas-Henkel, K. Isnardi, C. Lindenbaum,
Commissioner J. Bacchione and Commissioner R. Arace

Members Absent: J. Byrnes, J. Sahradnik, Esq.

Vote by Members Present at the September 22, 2026 Board Meeting

MOTION / ROLL CALL

- V. INFORMATIONAL REPORTS
A. Employment Activity Report – (Provided before Board)

VI. CONSENT AGENDA

- A. MOTIONS
All matters listed below are considered routine and shall be enacted by one motion. Should any member of the Board or the Public seek separate discussion of any item, that item shall be removed and discussed separately.
 - 1. Affirmative Action Statistical Report – (Provided at Board)
 - 2. Monthly Report – (Provided before Board)
 - 3. Authorization to Solicit Quotes for Fire Sprinkler Inspection, Fire Extinguisher Inspection, and Backflow Preventor Devices
Period of Agreement: 01/01/27 – 12/31/27
Purpose: Annual Fire Sprinkler inspection of our "wet systems", Annual Fire Extinguisher inspection, and Annual Inspection and Certification of three (3) backflow preventers for 333 Haywood Road, Manahawkin, N.J.
 - 4. Authorization to Re-Solicit Requests for Qualifications for Independent Auditing Services for the 2026 Audit
 - 5. Authorization for Line Item Transfers in the 2026 Budget

<u>From</u>	<u>To</u>	<u>Amount</u>
62.101 (Workers' Comp. Ins.)	61.215	\$10,000.00
*DFD approval is not required	(Expense for Child Support Attorney)	

- B. RESOLUTIONS
Authorization is requested for Director and/or Chairperson or Vice Chairperson to enter into contract with the following entities/vendors. Contracts, where applicable, are subject to 30-day cancellation and are also subject to the availability and appropriation annually of adequate funds to meet Board's obligations. Authorization also requested to open a bank account when appropriate, accept funds, deposit funds into bank account, when appropriate, disburse funds, and list for ratification.
 - 1. a. Salary Resolution – (Provided before Board)
 - b. Amended Salary & Benefits Resolution for Excluded Administrative, Clerical, Fiscal & Maintenance Employees for 2026
 - 2. Pen & Ink Corrections to Salary & Benefits Resolution for Excluded Administrative, Clerical, Fiscal & Maintenance Employees
Employee Sirena Garrido inadvertently not included in the below Resolutions.
Pen & Ink Corrections Need to Reflect Adding the Below Information:
(Board Meeting date November 25, 2025)
2024-11-29(G) Garrido, Sirena, Accounting Assistant Position (Permanent effect. 12/01/25), \$51,895.00
(Board Meeting date January 27, 2026)
2025-11-03(A) Garrido, Sirena, Accounting Assistant Position, \$54,895.00
(Board Meeting date April 28, 2026)
2025-11-03(B) Garrido, Sirena, Accounting Assistant Position, \$54,895.00
(Board Meeting date May 26, 2026)
2025-11-03(C) Garrido, Sirena, Accounting Assistant Position, \$54,895.00
(Board Meeting date August 25, 2026)
2025-11-03(D) Garrido, Sirena, Accounting Assistant Position, \$54,895.00
(Board Meeting date September 22, 2026)
2025-11-03(E) Garrido, Sirena, Accounting Assistant Position, \$54,895.00

3. Adoption of Retirement Resolution of Recognition for Retiring Agency Board Employee

Employee/Title	Years of Service	Retirement Date
Terri Reynolds, Senior Receptionist	11	December 1, 2026
4. Ratification of Chairperson's Authorization to Contract with the Following Vendor

Vendor: Comcast
Item: Additional fiber line to existing hardware in Lakewood
Period of Agreement: TBD
Cost: Not to exceed \$400.00 per month
Purpose: Verizon is decommissioning our Lakewood PRI service. To ensure continuity of service, we are migrating to Comcast SIP trunking, utilizing the existing hardware. This migration is expected to provide cost savings of approximately \$1,490+ per month
Note: Request to release this Resolution prior to formal adoption
5. Ratification of Chairperson's Authorization to Enter into Agreement for Garbage and Trash Removal Services

Vendor: Waste Management Services of New Jersey, Inc.
Period of Agreement: 07/06/26 – 07/05/27
Purchase through Ocean County Co-Operative Purchasing, Ocean County Resolution No. B2023-121
Cost: 3-Yard Container: \$30.56
4-Yard Container: \$34.81
6-Yard Container: \$42.19
8-Yard Container: \$47.50
10-Yard Container: \$59.01
Recycling Totes (98 Gallon/RoboCan Style): \$26.85
Rolloffs: 20-Yard Transportation Charge: \$332.00*
30-Yard Transportation Charge: \$332.00*
*Allowance for Disposal Fees, as needed: \$106.00 per ton
Note: Request to release this Resolution prior to formal adoption
6. Ratification of Chairperson's Authorization to Contract with the Following Vendor

Vendor: SHI International Corp.
Item: Two (2) Cisco C8300 Series Secure Routers
Period of Agreement: One-Time Purchase
Cost: \$57,308.00
Purpose: To upgrade connectivity for voice and data from Toms River to satellite offices
Note: Request to release this Resolution prior to formal adoption
7. Authorization to Enter into a One (1) Year Maintenance Agreement

Vendor: Pitney Bowes, Inc.
Items: One (1) Relay 4500 and Vertical Power Stacker
Period of Agreement: 01/01/27 - 12/31/27
Cost: \$1,929.63 annually
8. Authorization to Enter into a One (1) Year Maintenance Agreement

Vendor: Pitney Bowes, Inc.
Items: One (1) Relay 4500 and Vertical Power Stacker
Period of Agreement: 01/01/27 - 12/31/27
Cost: \$1,929.63 annually
9. Authorization to Enter into a One (1) Year Maintenance Agreement

Vendor: Pitney Bowes, Inc.
Items: One (1) Relay 4500 and Vertical Power Stacker
Period of Agreement: 01/01/27 - 12/31/27
Cost: \$1,929.63 annually
10. Adoption of Retirement Resolution of Recognition for Retiring Agency Board Employee

Employee/Title	Years of Service	Retirement Date
Terri Reynolds, Senior Receptionist	11	December 1, 2026
11. Authorization to Dispose of Quotes and Enter into Contract for Pest Control

Vendor: Above All Termite & Pest Control
Period of Agreement: 01/01/27 – 12/31/27 (one-year contract)
Cost: \$175.00 monthly (\$2,100 annually)
Purpose: To provide monthly pest control services
Location: 333 Haywood Road, Manahawkin, N.J.
Note: Request to release this Resolution prior to formal adoption

12. Authorization to Dispose of Quotes and Enter into Contract for Generator Alteration, Maintenance, Service, and Repair of the OCBSS Mobile Outreach Vehicle's Generator Service
Vendor: Penn Power Systems
Period of Agreement: 11/01/26 – 10/31/29 (3-year contract)
Cost: Preventative maintenance, repairs, and inspection services:
First (1st) year, November 1, 2026, through October 31, 2027: \$576.00
Second (2nd) year, November 1, 2027, through October 31, 2028: \$593.28
Third (3rd) year, November 1, 2028, through October 31, 2029: \$611.08
Additional Costs: Certain consumable materials included in the PM service, additional repairs, replacements, or emergency services not covered by the agreement, labor rates, and mileage charts are applicable, as follows:
Hourly rate, Monday to Friday, 7:30 am - 4:30 pm: \$155.00 per hour
Overtime rate, Monday to Friday, 4:30 pm – 7:30 pm: \$232.50 per hour (non-holiday)
Overtime rate, Saturday, All day: \$232.50 per hour (non-holiday)
Double Time rate, Sunday, All day: \$310.00 per hour
Holiday/Emergency, All day: \$310.00 per hour
Mileage: \$2.75 per mile, portal to portal
Purpose: To perform regularly scheduled planned maintenance, repairs, and inspection services for generator in the OCBSS Mobile Outreach Vehicle
Location: 1005 Hooper Avenue, Toms River, N.J.
Note: Request to release this Resolution prior to formal adoption
13. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Hedman 3100 Manual Check Signer
Period of Agreement: 02/24/27 – 02/23/28
Cost: \$390.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
14. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Date/Stamp Machine
Period of Agreement: 03/06/27 – 03/05/28
Cost: \$160.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
15. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Date/Stamp Machine
Period of Agreement: 03/06/27 – 03/05/28
Cost: \$160.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
16. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Date/Stamp Machine
Period of Agreement: 03/11/27 – 03/10/28
Cost: \$160.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
17. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Date/Stamp Machine
Period of Agreement: 03/11/27 – 03/10/28
Cost: \$160.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
18. Authorization to Enter into a One (1) Year Maintenance Agreement for the Following
Vendor: COPYMASTER Company
Items: One (1) Agency Date/Stamp Machine
Period of Agreement: 03/17/27 – 03/16/28
Cost: \$160.00 annually
Note: Request to Release this Resolution Prior to Formal Adoption
19. Authorization to Continue to Pay Employees Monthly for Mileage Reimbursement and Ratify at the Monthly Board Meeting
NOTE: Vouchers will continue to be submitted in accordance with the established Agency procedures

20. Authorization to Amend the Contract with ePlus
Vendor: ePlus
Item: Cisco Software Service Agreement/SmartNet Coverage
Period of Agreement: 12/01/26 – 01/26/29
Cost: \$37,777.06, including \$2,842.50 for the Catalyst 9500
Purpose: Service agreements/SmartNet Coverage for updates to Cisco Software. This contract was approved at August 2026 Board for \$34,934.56 but inadvertently did not include the onboarding and service agreement for the Catalyst 9500, at a cost of \$2,842.50, which increased the total price to \$37,777.06. This was listed for September Board but was inadvertently listed as a one (1) year contract, instead of a three (3) year contract, and is listed to correct the term.
Note: Request to release this Resolution prior to formal adoption
21. Authorization to Dispose of Agency Equipment
Authorization is requested to dispose of Agency inventory items that are damaged, obsolete, irreparable and no longer needed for agency use: SendPro P3000 Series Shipping & Mailing Postage Meter
Note: Request to release this Resolution prior to formal adoption
22. Authorization to Contract with the Following Vendor
Vendor: Dell
Item: Twenty-five (25) Dell Pro 24 Plus QHD USB-C Hub Monitors - P2425DE
Period of Agreement: One-Time Purchase
Cost: \$6,887.25
Purpose: To support current employee workstation and operational needs
Note: Request to release this Resolution prior to formal adoption
23. Authorization to Enter into the Linkage Agreement with Jersey Shore University Medical Center HIV Prevention & Treatment Programs
Period of Agreement: 01/01/27 – 12/31/27
Purpose: To acknowledge that persons living with HIV disease will be referred for prevention and treatment whenever appropriate and in accordance with each Agency's admission/residence requirements between both parties and to provide service for which they are eligible
24. Authorization to Accept Additional Funds for the Ocean County Office of Senior Services Senior Assisted Social Services (SASS) Grant
Period of Agreement: 01/01/27 – 12/31/27
Additional Funds: \$55,000.00
Total: \$168,977.00
Purpose: The additional funding of \$55,000.00 is for Case Management Services for the qualified residents of Ocean County
Note: The (SASS) Grant was previously approved at the May 26, 2026 Board Meeting in the amount of \$113,977.00
25. Authorization to Accept Additional Funding for the Statewide Respite Care Program (SRCP)
Period of Agreement: 01/01/26 – 12/31/26
Additional Funds: \$140,000.00
Total: \$737,000.00
Purpose: The additional funding will be used to provide services for Ocean County residents who have been deemed eligible for the Statewide Respite Care Program. We anticipate utilizing this additional funding to provide emergency respite stays in contracted nursing facilities.
Note: The (SRCP) Program was previously approved at the August 26, 2026 Board Meeting in the amount of \$597,000.00
Request to release this Resolution prior to formal adoption
26. Authorization to Change Position Numbers and Position Titles
- | | | | |
|----------------------------------|-------|--------|--|
| a.) Position No./Position Title: | From: | MAP128 | HSA / Human Services Specialist 1 / 2 PPT |
| | To: | FSS528 | Human Services Specialist 4 /
Human Services Specialist 4 Bilingual |
| b.) Position No./Position Title: | From: | CSP005 | Human Services Specialist 3 |
| | To: | FSS515 | Human Services Specialist 3 /
Human Services Specialist 3 Bilingual
Spanish/English |
| c.) Position No./Position Title: | From: | CSP008 | Human Services Specialist 1/2 |
| | To: | FSS518 | Social Services Aide / Social Services Technician |
| d.) Position No./Position Title: | From: | CSP009 | Human Services Specialist 1/2 |
| | To: | FSS519 | Human Services Aide / Human Services
Specialist 1/2 / Human Services Aide Bilingual
Spanish/English / Human Services Specialist
1/2 Bilingual Spanish/English |

Authorization to Change Position Numbers and Position Titles

e.) Position No./Position Title:	From:	CSP011	Human Services Specialist 1/2 Bilingual Spanish/English
	To:	FSS541	Human Services Aide / Human Services Specialist 1/2 / Human Services Aide Bilingual Spanish/English / Human Services Specialist 1/2 Bilingual Spanish/English
f.) Position No./Position Title:	From:	CSP012	Human Services Specialist 1/2
	To:	FSS522	Human Services Aide / Human Services Specialist 1/2 Human Services Aide Bilingual Spanish/English / Human Services Specialist 1/2 Bilingual Spanish/English
g.) Position No./Position Title:	From:	FIS024	Clerk 1/2
	To:	FSS504	Clerk 1/2 / Clerk 1/2 Bilingual Spanish/English
h.) Position No./Position Title:	From:	FIS035	HSA / Human Services Specialist 1/2
	To:	FSS513	Human Services Aide / Human Services Specialist 1/2 Human Services Aide Bilingual Spanish/English / Human Services Specialist 1/2 Bilingual Spanish/English
i.) Position No./Position Title:	From:	FSS046	HSA / Human Services Specialist 1/2
	To:	FSS526	Social Services Aide / Social Services Technician
j.) Position No./Position Title:	From:	FSS133	Clerk 3/4
	To:	FSS531	Social Services Aide / Social Services Technician

C. MONTHLY BILLS

1. Abstention List
2. Bill Lists Mailed to Board Members
3. Bill Lists for ratification distributed at meeting

D. COMMENTS FROM THE PUBLIC - Public comments are permitted at this time and limited to five (5) minutes per speaker.

END OF CONSENT AGENDA – MOTION/ROLL CALL

VII. FOR YOUR INFORMATION – 1.) BOSS Buzz, Volume 10, Issue 4

2.) Upcoming Board Dates: November 24, 2026 and December 8, 2026, 2:00 p.m.

VIII. COMMENTS FROM THE BOARD

IX. COMMENTS FROM THE PUBLIC - Public comments are permitted at this time and limited to five (5) minutes per speaker.

X. RESOLUTION TO HOLD EXECUTIVE SESSION

XI. FINAL EXECUTIVE MATTERS FOR ACTION IN OPEN SESSION

XII. ADJOURNMENT