

OCEAN COUNTY BOARD OF SOCIAL SERVICES
OPEN PUBLIC AGENDA

MARCH 26, 2024

1027 HOOPER AVENUE
TOMS RIVER, NJ 08754-0547
2:00 PM – 1st FLOOR, BLDG 7

- I. Call to Order/Flag Salute - Chairperson
- II. Open Public Meetings Act - Chairperson
- III. Roll Call
- IV. Induction of New Board Member - B. Wilkie
- V. Adopt and Present Resolution of Recognition for Employee of the Quarter (EOQ) – J. Hagendoorn
MOTION / ROLL CALL
- VI. Approval of the February 27, 2024 OCBSS Monthly Meeting Minutes – (E-mailed)
Members Present: P. Hartney, B. Miles, R. Laureigh, L. Murtagh, A. Kern, B.J. Crea, J. Sahradnik
Members Absent: J. Byrnes and S. Sternbach
Vote by Members Present at 02/27/24 Board Meeting
MOTION / ROLL CALL
- VII. Informational Reports – (Provided at Board)
Employment Activity Report – (Provided at Board)
- VIII. 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 at Board)
 3. Authorization to Solicit Bids for Home Furnishings for Agency Clients
Term: Two (2) years, Twenty-four (24) months 05/01/24 - 04/30/26
 4. Authorization to Solicit Quotes for Central Station Monitoring
Purpose: Provide maintenance and monitoring of alarm system and elevator phones in the Toms River Complex, Buildings 3, 5 & 7 and 333 Haywood Road, Manahawkin
Period of Agreement: 07/01/24 – 06/30/26
 - B. RESOLUTIONS

Authorization requested for Director and/or Chairperson and/or Vice Chairperson to enter into contract with following entities/vendors. Contracts, where applicable, are subject to cancellation on 30 days notice 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, as necessary, accept funds, deposit funds into bank account, when appropriate, disburse funds, and list for Board ratification.

 1.
 - a. Authorization for Implementation of Salary Resolution – (Provided at Board)
 - b. Amended 2024 Exclude Administrative Staff Salary and Benefits Resolution
 - c. Ratification of Chairperson's Authorization to Include Horizon 20/35 and Difference Card HRA to the Salary and Benefits Resolution for the Excluded OCBSS Employees.
 - d. Amended 2024 Excluded OCBSS Employees Salary and Benefits Resolutions
Director, Deputy Director, Associate Counsel, Excluded Administrative Staff, Excluded ACFM (Administrative, Clerical, Fiscal & Maintenance)
 2. Pen & Ink Correction to Salary and Benefits Resolution for Excluded Administrative Staff for 2024 Resolution 2023-11-34(B)
Note: 2024 yearly increase of 2.5% needs to be added for the time period of 01/01/24 – 03/04/24.
Incorrectly reads: Stacey Simone, Asst. Chief of Admin. Services, \$113,707.00
(Work out of Classification effective 12/26/23)
Corrected to reflect: Stacey Simone, Asst. Chief of Admin Services, \$116,549.68
(Work out of Classification effective 12/26/23)
 3. Retired and Senior Volunteer Program – Insurance
Vendor: CIMA (Corporate Insurance Management, Alexandria, Virginia)
Period of Agreement: 07/01/24 – 07/01/25
Cost: Not to exceed \$2,500.00
Purpose: To provide insurance for RSVP volunteers mandated by the Corporation for National Service.

4. Authorization To Enter into an Agreement with the Asbury Park Press for a Subscription of Newspaper Delivery
Period of Agreement: 03/07/24 – 03/07/25
Cost: Approximately \$35.00 a month
Purpose: Daily newspaper delivery.
5. Authorization to Amend and Adopt the Resolution of the Intergovernmental – (Provided at Board) Agreement with the Ocean County Board of Health – Immunization Agreement for Hepatitis B and Employee Flu Shots
Note: Request to release this Resolution prior to formal adoption.
6. Authorization to Enter into Contract with SHI International Corp.
Period of Agreement: 06/14/24 – 06/13/25
Cost: Three (3) licenses at \$164.35 each, totaling \$493.05
Purpose: WebEx Software Renewal for Agency Meetings
Note: Request to release this Resolution prior to formal adoption.
7. Authorization to Enter into Contract with SHI International Corp.
Period of Agreement: 05/28/24 – 05/29/25
Cost: \$7,285.08
Purpose: Annual 24/7 licensing and maintenance for Veeam Network Backups
Note: Request to release this Resolution prior to formal adoption.
8. Emergency Food and Shelter Program (EFS) – Phase 41
Grantor: FEMA via United Way of Ocean County
Period of Agreement: 10/01/22 – 12/31/24
Grant Amount: Approximate amount of \$20,000.00
Purpose: Funds for back mortgage, back rent and first month's rent to prevent homelessness.
9. Authorization to Continue to Exceed the Motel Contract Cap on the Number of Motel Rooms Per Facility for Emergency Shelter Placements for Agency Clients at 75% from April 1, 2024 to September 30, 2024
Note: Board Authorization to continue to exceed the motel contract cap from 55% to 75% was received at the September 26, 2023 OCBSS Board Meeting.
Request to release this Resolution prior to formal adoption.
10. Authorization to Enter into One (1) Year Maintenance Agreements
 - a.) Vendor: COPYMASTER Company
Period of Agreement: 05/05/24 - 05/04/25
Cost: \$142.00 annually
Item: One (1) Agency Date/Time Stamp
 - b.) Vendor: COPYMASTER Company
Period of Agreement: 05/15/24 - 05/14/25
Cost: \$142.00 annually
Item: One (1) Agency Date/Time Stamp
 - c.) Vendor: COPYMASTER Company
Period of Agreement: 06/06/24 - 06/05/25
Cost: \$142.00 annually
Item: One (1) Agency Date/Time Stamp
11. 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: Beige colored Monroe adding machines 4150; Blue chair with arms on wheels and RapidPrint date/time stamper; Optiplex 7060 Computer; Dell monitor; HP 507 Printer; HP M452 Printer; Xerox Printer 6510; Xerox Printer 6510; HP M404 Printer; HP M507 Printer; Dell Monitor; Projector 1420X; HP P3015 Printer.

12. Authorization to Enter into Professional Services Agreement for Departmental Hearing Officers for Major Disciplinary Matters
Hearing Officers: Jerry Dasti, Esq. and Bonnie Peterson, Esq.
Period of Agreement: 05/24/24 – 05/23/25
Cost: \$125.00 per hour plus the following charges:
Minimum of \$400 for departmental hearing / Photocopying charges of \$00.20 per page
Total Compensation: Not to Exceed \$7,000.00 per Hearing Officer
13. Authorization to Dispose of OCBSS Vehicle and/or List for Public Sale Via the County of Ocean Vehicle Services and Auction Liquidation Services
Item: One (1) 2017 Dodge Grand Caravan SE (VIN #2C4RDGBG0HR648843)
Vendor: County of Ocean/Auction Liquidation Services
Period of Agreement: One time only, Auction date: April 13, 2024
Cost: A 7% processing fee will be deducted from sale price of the vehicle auctioned.
Note: Authorization is requested to release this Resolution prior to formal adoption
14. Authorization to Adopt Resolution of Recognition for Retiring Agency Employee – (Provided at Board)
- | <u>Employee/Title</u> | <u>Yrs. of Service</u> | <u>Retirement Date</u> |
|---|------------------------|------------------------|
| Heidi Brower, Human Services Specialist 2 | 21 | 05/01/24 |
15. Resolutions of Recognition – (Provided at Board)
a. National Public Health Week – April 1 – 7, 2024
b. Child Abuse Prevention Month – April 2024
Note: Request to release these Resolutions prior to formal adoption.
- C. MONTHLY BILLS
1. Abstention List;
2. Bill Lists Mailed to Board Members;
3. Bill Lists for ratification/distributed at meeting

END OF CONSENT AGENDA – MOTION/ROLL CALL

- IX. For Your Information
X. Comments from the Board
XI. Comments from the Public (limited to 5 minutes per speaker)
XII. Resolution to Hold Executive Session
XIII. Final Executive Matters for Action in Open Session
XIV. Adjournment