

OCEAN COUNTY RESOURCE CENTER
1005 HOOPER AVENUE
TOMS RIVER, N.J. 08753-0547
2:00 PM – 3rd FLOOR, CONFERENCE ROOM 319

- I. Call to Order/Flag Salute – (Chairperson)
- II. Open Public Meetings Act – (Chairperson)
- III. Roll Call – (Chairperson)
- IV. Adopt & Present Resolution/Certificate of Recognition to Retiring Agency Board Employees – (Chairperson)

<u>Employee/Title</u>	<u>Years of Service</u>	<u>Retirement Date</u>
Denise Pultro, Human Services Specialist 4	17	May 1, 2026

MOTION / ROLL CALL

- V. Approval of the March 24, 2026 OCBSS Monthly Meeting Minutes – (Open/Emailed - Exec./Postal Mailed)
Members present: P. Hartney, B. Miles, S. Sternbach, C. Thomas-Henkel, J. Byrnes, K. Isnardi, Commissioner J. Bacchione, Commissioner R. Arace, J. Sahradnik
Member absent:
Vote by Members Present at March 24, 2026 Board meeting
MOTION / ROLL CALL

- VI. Approval of the April 14, 2026 OCBSS Special Meeting Minutes – (Open/Emailed - Exec./Postal Mailed)
Members present: P. Hartney, B. Miles, S. Sternbach, C. Thomas-Henkel, J. Byrnes, K. Isnardi, Commissioner J. Bacchione, Commissioner R. Arace, J. Sahradnik
Member absent:
Vote by Members Present at April 14, 2026 Board meeting
MOTION / ROLL CALL

VII. 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 for Board)
- 2. Monthly Report – (Provided for Board)
- 3. Authorization to Solicit Quotes for Annual Fire Extinguisher Inspection
Period of Agreement: 04/29/26 – 08/31/26
Purpose: Annual fire extinguisher inspection for 333 Haywood Road, Manahawkin, N.J.
- 4. Authorization to Solicit Bids for General Janitorial Services for Southern Satellite Office
333 Haywood Road, Manahawkin
Period of Agreement: 07/01/26 – 06/30/27
- 5. Authorization to Change Position Title
Position No. / Position Title: From: FSS500: Human Services Specialist 4
To: FSS500: Human Services Specialist 4/ Human Services Specialist 4 Bilingual Spanish and English

B. RESOLUTIONS

Authorization requested for Director and/or Chairperson 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 availability/appropriation annually of adequate funds to meet Board's obligations. Request also to open a bank account when necessary, accept funds, deposit funds into a bank account, when appropriate, disburse funds, and list for Board ratification

- 1.) Salary Resolutions – (Provided for Board)
 - a. Salary Resolution
 - b. Amended 2026 Exclude ACFME Salary Resolution

- 2.) Authorization to Enter into Contract with the Following Vendor
Vendor: SHI International Corp.
Item: HappyFox Service Desk Licensing and Maintenance
Period of Agreement: 06/27/26 – 06/27/28
Cost: \$22,976.43
Purpose: To renew HappyFox Service Desk software to support daily operations for Agency IT Helpdesk
Note: Request to release this Resolution prior to formal adoption
- 3.) Authorization to Contract with the Following Vendor
Vendor: ePlus Technologies, Inc.
Item: Security Event Manager (SEM)
Period of Agreement: 07/31/26 – 07/31/29
Cost: \$12,008.90
Purpose: Renewal of SolarWinds Security Even Manager (SEM) Maintenance renewal for network servers
Note: Request to release this Resolution prior to formal adoption
- 4.) Authorization to Enter into a One (1) Year Maintenance Agreement with the Following Vendor
Vendor: Toshiba Business Solutions
Items: One (1) Entrust Datacard Sigma DS3 Duplex Printer, One (1) Card Exchange
Producer Business Edition Identity Software, One (1) Canon T3 Camera & One (1) Signature Pad
On-Site Hardware, Software, Parts & Labor
Period of Agreement: 06/09/26 - 06/08/27
Cost: \$1,098.40 annually
- 5.) Authorization to Enter into a One (1) Year Maintenance Agreement with the Following Vendor
Vendor: Pitney Bowes
Items: One (1) Folding Machine Relay 3000 (Includes: Relay 3-4 Inserting System Vertical Power Stacker
Period of Agreement: 06/27/26 - 06/26/27
Cost: \$2,071.23 annually
- 6.) Authorization to Enter into a One (1) Year Maintenance Agreement with the Following Vendor
Vendor: Copymaster Company
Items: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 07/01/26 - 06/30/27
Cost: \$155.00 annually
- 7.) Authorization to Enter into a One (1) Year Maintenance Agreement with the Following Vendor
Vendor: Copymaster Company
Items: One (1) Agency Date/Time Stamp Machine
Period of Agreement: 05/01/26 – 04/30/27
Cost: \$155.00 annually
Note: Request to release this Resolution prior to formal adoption
- 8.) Grant: HOME Tenant Based Rental Assistance Program
Grantor: Housing & Urban Development via County Planning Board
Period of Agreement: Federal Fiscal Year 2026
Amount Requested: \$500,000.00 (Based on 2025)
Purpose: Two (2) year rent subsidy, case management to eligible families – approximately
fifteen (15) households
- 9.) Authorization to Enter into Agreement for the On-Line Access Program
Vendor: New Jersey Motor Vehicle Commission
Period of Agreement: 06/09/22 – 06/09/27 (Year Four (4) of a Five (5) Year Agreement)
Cost: Annual fee of \$150.00
Purpose: To receive access to the New Jersey Motor Vehicle Commission's (MVC)
Customer Abstract Information Retrieval (CAIR) program to check records of employees
who operate employer owned, or their vehicles while conducting employer business

- 10.) Authorization is Requested for the Continuation of the JACC Agreement through the New Jersey Department of Human Services, Division of Aging Services via the Ocean County Office of Senior Services
Period of Agreement: 07/01/26 - 06/30/27
Amount Requested: N/A
Projected Level of Service: 208 (Estimate based on current program enrollment)
Purpose: To provide case management services to JACC program participants, 60 years of age or older and meet Nursing Facility Level of Care, in order to remain in their own homes as long as possible with supportive services provided through the program
- 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: Blue chair with wheels and arms (broken); Avaya 2402 Phone; Dell Monitor 22"; HP M452dn Printer; Dell Latitude E6540 Laptops; Dell R740 Data Domains; AFC Battery Backup; Dell Latitude 3510; HP M404DN Printers; Avaya Phone J139; Dell Monitor 25"; HP M455 Printers; and Fujitsu Dims Scanners
Note: Request to release this Resolution prior to formal adoption
- 12.) Authorization to Exercise the Option to Extend the Contract for Transportation Services
Vendor: Briggs Transportation, LLC
Period of Agreement: 07/01/26 – 06/30/27
Note: Rates and zones will remain the same
- 13.) Authorization to Dispose of Bids and Enter into Agreements for Home Furnishings for Agency Clients
Period of Agreement: 05/01/26 – 04/30/28
Note: Recommendation memo mailed
- 14.) Authorization to Extend Agreement for Armed Security Guard Services
Vendor: IronRock Security
Period of Agreement: 07/01/26 – 06/30/27
Cost: \$39.81 per hour per guard
Note: Services for Northern Satellite Office - Northern Ocean County Resource Center (224 4th Street, Lakewood) and South County Satellite Office (Manahawkin)
- 15.) Grant: Personal Assistance Services Program Agreement (PASP)
Grantor: Department of Human Services
Period of Agreement: 07/01/26 – 06/30/27
Amount Requested: Agency Admin. Fee \$108,108.00 (Based 2025-2026)
Purpose: To provide personal assistance attendants to enable adults with permanent disabilities to work, attend school, perform homemaker functions, or volunteer activities
Projected Level of Service: 45 persons approximately (Based on 2025-2026)
Note: We are no longer informed of the total grant amount because we do not receive the total grant amount. We will only be provided what our administrative amount will be
- 16.) Authorization to Dispose of Quotes and Enter into Contract for the Annual Retired and Senior Volunteer Program (RSVP) Recognition Luncheon
Event: Annual Retired and Senior Volunteer Program (RSVP) Recognition Luncheon
Event Date: May 20, 2026 Clarion Hotel
Cost: \$26.95 per person
Additional Cost: 22% Service Charge of \$592.00
Banquet Facility: The Clarion Hotel
- 17.) Authorization to Dispose of Quotes and Enter into Contract for the Retired and Senior Volunteer Program (RSVP) Ad Journal
Vendor: Atlantic Printing & Design
Cost: \$1,225.00 for approximately 250 journals

18.) Authorization to Dispose of Quotes and Enter into Agreement for Central Station Monitoring & Maintenance

Vendor: Roberts Electronics & Security, Inc.

Period of Agreement: 07/01/26 – 06/30/27

Cost: \$1,496.40 (1) one year contract

Purpose: To provide maintenance and monitoring of Security Alarms, Fire Alarms, and elevator phones for 333 Haywood Road, Manahawkin

Note: Request to release this Resolution prior to formal adoption

19.) Authorization to Dispose of Quotes and Enter into Contract for Fire Sprinkler Inspection

Vendor: AISH Fire Protection Company

Period of Agreement: 04/29/26 – 06/30/26

Cost: \$375.00

Purpose: Annual Fire Sprinkler inspection for our "wet systems at 333 Haywood Road, Manahawkin

Note: Request to release this Resolution prior to formal adoption

C. MONTHLY BILLS

1. Abstention List;
2. Bill Lists Provided in Board Packets to Board Members
3. Bill Lists for Ratification, distributed at meeting

END OF CONSENT AGENDA – MOTION / ROLL CALL

- VIII. For Your Information – OCBSS Mobile Outreach Calendar May 2026 / BOSS Buzz, Volume 10, Issue 2
- IX. Comments from the Board
- X. Comments from the Public - Public comments are permitted at this time and limited to five (5) minutes per speaker
- XI. Resolution to Hold Executive Session
- XII. Final Executive Matters for Action in Open Session
- XIII. Adjournment