

BOLDED ITEMS ADDED AFTER MAILING

1027 HOOPER AVENUE
P O BOX 547
TOMS RIVER, NJ 08754-0547
2:00 PM – 1st FLOOR, BLDG 7

- I. CALL TO ORDER AND FLAG SALUTE - Chairperson
- II. OPEN PUBLIC MEETINGS ACT - Chairperson
- III. ROLL CALL - Chairperson
- IV. PRESENTATION OF 2023 OCBSS AUDIT – M. Brown/P. Hartney
Audit Firm: Holman Frenia Allison, P.C.
Presenter: Lauren Holman, C.P.A.
Note: Authorization is requested to release Resolution prior to formal adoption

MOTION/ROLL CALL

- V. APPROVAL OF THE JUNE 25, 2024 MEETING MINUTES
Members Present: S. Sternbach, R. Laureigh, A. Kern, L. Murtagh, J. Sahradnik

Members Absent: P. Hartney, B. A. Miles, J. Byrnes, B. J. Crea

Vote by Members Present

MOTION/ROLL CALL

- VI. INFORMATIONAL REPORTS
 - A. Employment Activity Report – (Provided for Board)

- 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 for Line Item Transfer in the 2024 Budget**

<u>From</u>	<u>To</u>	<u>Amount</u>
61.207 Computer Svcs. Consultant	64.104 Postage, S&H	\$50,000.00

***DFD approval is not required**

- B. RESOLUTIONS

Authorization requested for Director and/or Chairperson or Vice Chairperson to implement the following resolutions and to enter into contract with the 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 is also requested to accept funds, deposit funds into a bank account, when appropriate, disburse funds, and list for Board ratification.

- 1. a.) Amended Salary Resolution – (Provided for Board)
 - b.) Amended Exclude ACFME Salary and Benefits Resolution – (Provided for Board)
 - 2. Grantor: Division of Community Resources, Department of Community Affairs
Grant: Low Income Home Energy Assistance Program (LIHEAP) – CWA Administration Grant
Period of Agreement: 10/01/24 – 09/30/25
Amount Requested: \$20,300.00 (Approximate based on the 2023-2024 grant)
Purpose: To provide funding to assist the LIHEAP project to complete the necessary paperwork to issue Home Energy Assistance Automatic payment to eligible clients participating in the Supplemental Nutrition Assistance Program (SNAP)
Note: Request to release this Resolution prior to formal adoption

3. Grant Renewal
Grant: Supportive Assistance to Individuals and Families Program (SAIF)
Grantor: Division of Family Development
Period of Agreement: 10/01/24 – 09/30/25
Amount Requested: \$100,750.00 (Based on 2023-2024 contract amount)
Purpose: To provide intensive case management services to Work First New Jersey/TANF and GA recipients who have received 48 months of assistance and provide additional support to families and individuals who have been unable to become self-sufficient because of serious barriers
4. Authorization to Enter into Agreement with the New Jersey Civil Service Commission for the Center for Learning and Improving Performance (CLIP) All Access Pass Subscription
Period of Agreement: 10/01/24 – 09/30/25
Cost: \$6,800.00
Purpose: All Access Pass subscription providing unlimited access to the Open Sesame e-Learning Training Catalog, which features e-learning courses and learning paths for staff development
5. Authorization to Enter into an Annual Subscription with SHI International Corp.
Period of Agreement: 09/21/24 – 09/20/25
Cost: \$4,158.19
Purpose: Renewal of OneDirectory Software, Pro Plan (251-500 employees) for centralized and streamlined efficiency, collaboration, and access to accurate agency directory data across the organization
6. Authorization to Enter into One (1) Year Maintenance Agreements
 - a. Vendor: COPYMASTER Company
Period of Agreement: 08/31/24 – 08/30/25
Cost: \$142.00 annually
Purpose: One (1) Agency Date/Time Stamp
 - b. Vendor: COPYMASTER Company
Period of Agreement: 09/18/24 – 09/17/25
Cost: \$142.00 annually
Purpose: One (1) Agency Date/Time Stamp
 - c. Vendor: COPYMASTER Company
Period of Agreement: 09/17/24 – 09/16/25
Cost: \$142.00 annually
Purpose: One (1) Agency Date/Time Stamp
7. 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: Fax machines, black ergonomic chair, Fukitsu Dims Scanner, Dell monitors, HP P3015 printer, Optiplex 7090 Computer, HP M452 Printer, Optiplex Computers.
Note: Authorization is requested to release Resolution prior to formal adoption
8. Authorization to Readvertise for Requests for Qualifications and Approval of Selection Criteria for: Providers of Temporary Shelter, Counseling and Case Management Services for Victims of Domestic Violence
Selection Review Committee Appointed: Barbara Miles, John Brady and Brian Wilkie, Esq.
9. Authorization to Dispose of Quotes and Enter into Contract for a Banquet Facility for the Annual Friendship Corner Thanksgiving Dinner – November 15, 2024
Vendor: Clarion Hotel & Conference Center
815 Route 37 West, Toms River, N.J. 08755
Cost: \$27.00 per person (Approx. 60 people totaling \$1,620.00)
(Lowest Bid)
10. Resolution of Recognition – September 2024 – (Provided for Board)
Recognition of Board and Care Recognition Month
Note: Authorization is requested to release Resolution 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

VIII. FOR INFORMATION ONLY

a.) Review of the BOSS Buzz Newsletter

b.) Operation Paperback

The Retired and Senior Volunteer Program (RSVP) of Ocean County is organizing a book collection for Operation Paperback, which is a non-profit organization that collects gently used softcover paperback books nationwide and sends them to military personnel overseas, as well as veterans and military families here at home.

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