

1027 HOOPER AVENUE  
P. O. BOX 547  
TOMS RIVER, NJ 08754-0547  
2:00 – 1<sup>ST</sup> FLOOR, BLDG. 7

- I. Call to Order and Flag Salute - Chairperson
- II. Open Public Meetings Act – Chairperson
- III. Roll Call
- IV. Adopt and Present the Resolution of Recognition for Employee of the Quarter – J. Tritto

MOTION / ROLL CALL

- V. Presentation of Resolution/Certificate of Recognition to Retiring Agency Board Employee – (Retiree attending)  

<u>Employee/Title</u>	<u>Yrs. of Service</u>	<u>Retirement Date</u>
Tuesday Farenga, Human Services Specialist 4	22	October 1, 2024

- VI. Approval of the Minutes of the August 27, 2024 OCBSS Monthly Meeting - Chairperson  
Members Present: B. Miles, J. Byrnes, B. J. Crea, A. Kern, J. Sahradek  
Members Absent: Peter M. Hartney, Sarah Sternbach, Robert S. Laureigh, Linda Murtagh, Commissioner Frank Sadeghi

Vote by Members Present at the August 27, 2024 Board Meeting

MOTION / ROLL CALL

- VII. INFORMATIONAL REPORTS  
A. 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 Advertise for Requests for Qualifications and to approve the Selection Review Criteria provided to the Board - Selection Review Criteria - (Mailed)
  - a) Labor Counsel/Professional Negotiator to represent Board's interests for the bargaining units recognized by Board and in personnel litigation
  - b) Special Counsel to perform legal services concerning Board administered programs and litigation matters and such other matters as directed by Board and/or Director

- 4. Motion to Appoint a Selection Review Committee to evaluate the responses to the Request for Qualifications
  - a) Labor Counsel/Professional Negotiator  
Appointees: Meredith Sheehan, Peter M. Hartney, John Tritto
  - b) Special Counsel  
Appointees: Meredith Sheehan, Peter M. Hartney, John Tritto

- 5. Authorization for Line Item Transfers in the 2024 Budget

<u>From</u>	<u>To</u>	<u>Amount</u>
65.103 Replacement Motor Vehicles	63.104 Publicly Owned Vehicles	\$7,900.00

\*DFD approval is required & has been received

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 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 open a bank account when appropriate, accept funds, deposit funds into a bank account, when appropriate, disburse funds, and list for Board ratification.

- 1. a. Salary Resolution – (Provided at Board)
- b. Amended 2024 Exclude ACFME Salary Resolution – (Provided at Board)

2. Authorization to Enter into Contract with EB Employee Solutions, LLC., - Mailed d/b/a the Difference Card to Provide URA Services for OCBSS  
Period of Agreement: 01/01/25 – 12/31/25  
Note: The Difference Card informational material mailed for review  
Request to release this Resolution prior to formal adoption
3. Authorization to Submit a Grant Application  
Grant: Social Services for the Homeless Program (SSH)  
Period of Agreement: 01/01/2025 – 12/31/2025  
Amount Requested: \$798,150.00  
(The approximate amount based on the 2024 grant)  
Purpose: To provide case management, back rent/mortgage, security deposits, back utilities, and emergency shelter for eligible homeless families/individuals
4. Authorization to Enter into an Intergovernmental Agreement  
Intergovernmental Agreement: County Housing Assistance and Weather Related Funds  
Period of Agreement: 01/01/2025 – 12/31/2025  
Amount Requested: \$17,239.00 (County Housing Assistance)  
\$15,169.00 (Weather Related Funding)  
(The approximate amount based on the 2024 grant)  
Purpose: To provide back rent/mortgage, security/utility deposits, and emergency shelter for eligible families/individuals
5. Authorization to Enter into Agreement  
Grant: Salvation Army  
Period of Agreement: 01/01/25 – 12/31/25  
Amount: \$15,500.00 of which a minimum of \$12,000.00 is to be used for purchase of service and \$3,500.00 is to be used for administrative costs  
Purpose: Provide funding to Salvation Army to provide at least 194 nights of shelter for persons not otherwise eligible for agency programs  
Projected Level of Service: Approximately 66 clients
6. Authorization to Dispose of Quotes for & Enter into Agreement for Housing Inspections  
Vendors: Rehabco / Lakewood Housing Authority for HOME and HOP  
Cost: Rehabco - \$150.00 initial inspection / \$75.00 re-inspection  
Lakewood Housing Authority - \$100.00 initial inspection / \$70.00 re-inspection  
Period of Agreement: 01/01/25 – 12/31/25  
Purpose: To perform required inspections of rental assisted housing for clients of the HOME and Housing Opportunities Program (HOP)
7. Authorization to Continue to Exceed the Motel Contract Cap on the Number of Motel Rooms per Facility for Emergency Shelter Placements for Agency Clients above 45%  
Note: Request to release this Resolution prior to formal adoption
8. Authorization to Increase Amount Payable to Vehicle Services  
Entity: County of Ocean  
Period of Agreement: 01/01/24 – 12/31/24  
Cost: An additional \$7,900.00 added to the previously approved amount of \$19,000.00, for a total amount not to exceed \$26,900.00  
Purpose: To increase amount payable to County of Ocean, Vehicle Services, for agency vehicles, including repairs, gasoline, oil lubricants from \$19,000.00 to \$26,900.00  
Note: Request to release this Resolution prior to formal adoption
9. Authorization to Dispose of OCBSS Vehicle and/or List for Public Sale Via the County of Ocean Vehicle Services and Auction Liquidation Services  
Vendor: County of Ocean/Auction Liquidation Services  
Item: One (1) 2016 Dodge Grand Caravan SE (VIN #2C4RDGBGXGR196169)  
Period of Agreement: One time only, to be auctioned between 10/19/24 – 10/22/24  
Cost: A 7% processing fee will be deducted from sale price of the vehicle auctioned  
Note: Authorization is requested to release Resolution prior to formal adoption

10. Intergovernmental Agreement for Uniform Interstate Family Support Act (UIFSA)  
Period of Agreement: 01/01/25 – 12/31/25  
Amount: None  
Purpose: Provides child support services and legal representation to eligible persons for and against persons residing out of state as provided by the Uniform Interstate Family Support Act (UIFSA 2008)  
Projected Level of Service: Approximately 300 cases per year  
Note: Persons seeking child support for and against persons residing in other states  
Request to release this Resolution prior to formal adoption
  11. Authorization to Enter into a One (1) Year Maintenance Agreement  
Vendor: COPYMASTER Company  
Items: One (1) Agency Date/Time Stamp Machine  
Period of Agreement: 11/18/24 – 11/17/25  
Cost: \$142.00 total
  12. Authorization to Enter into a One (1) Year Maintenance Agreement  
Vendor: COPYMASTER Company  
Items: One (1) Agency Date/Time Stamp Machine  
Period of Agreement: 11/18/24 – 11/17/25  
Cost: \$142.00 total
  13. Authorization to Continue the Agreement for Language Interpreter Services  
Vendor: Language Line Solutions  
Item: Language interpreter services  
Period of Agreement: 11/1/24 – 10/31/25  
Amount Requested: \$16,500.00  
Purpose: To provide interpreter services to Agency clients at approximately \$16,500.00 per year
  14. Authorization to Dispose of Agency Equipment  
Authorization is requested to dispose of agency inventory items that are damaged, obsolete, irreparable and no longer need for agency use: Maroon chair with arms and wheels; teal chair with arms and wheels; beige Monroe 7150 adding machine; HP N6310 Scanner; Digital Card; Fujitsu Dims Scanner-FI6400; Fujitsu Dims Scanner-FI5950; HP Scanjet Pro 4500; Optiplex 7060 Computers; Dell Monitors; and HP M404DN Printer  
Note: Request to release this Resolution prior to formal adoption
  15. Resolution of Recognition – (Mailed)  
Family Caregiver Month – November, 2024  
Note: Request to Release this Resolution prior to formal adoption
  16. Pen & Ink Corrections
    - a.) Resolution 2024-08-19  
Incorrectly reads: Clerk 1 \$15.00 an hour  
Needs to correctly reflect: \$18.00 an hour
    - b.) Resolution 2023-11-34 (D)  
Incorrectly reflects: Okaly, Laurie, \$123,706.17  
Needs to correctly reflect: Okaly, Laurie, \$123,760.17
    - c.) Resolution 2023-11-35 (A)  
Incorrectly reflects: January 1, 2023  
Needs to correctly reflect: January 1, 2024
    - d.) Resolution 2023-11-35 (F)
      1. Incorrectly reflects: Johnston, Dina, \$60,943.04  
Needs to correctly reflect: Johnston, Dina, \$64,943.04
      2. Incorrectly reflects: Maravelias, Colleen, Accountant Position, \$63,952.08  
Needs to correctly reflect: Maravelias, Colleen, Accountant Position, \$66,392.27
- 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 AND ROLL CALL

- IX. FOR YOUR INFORMATION  
October OCBSS Outreach Mobile Unit Calendar
- X. Comments from the Board
- XI. Comments from the Public – Public Comments are permitted at this time and limited to five (5) minutes per speaker
- XII. Resolution to Hold Executive Session
- XIII. Final Executive Matters for Action in Open Session
- XIV. Adjournment