

AGENDA

BERGEN COUNTY BOARD OF SOCIAL SERVICES

November 1, 2022 - 4:30 p.m.

- I. Open Public Meetings Act Statement
- II. Flag Salute
- III. Roll Call
- IV. Open Public Comment Period
- V. Adoption of Minutes
 - (a) Open Session Minutes of October 6, 2022
- VI. Treasurer's Report
 - (a) Bills List
 - (b) Schedule of Vouchers
- VII. Administration Report
 - (a) Monthly Reports – Statistical & Financial
 - (b) Memoranda to the Board
- VIII. Chairman's Report
- IX. Committee Reports
 - (a) Welfare, Fraud, and Abuse Committee
 - (b) Audit & Budget Committee
 - (c) Building & Grounds Committee
- X. Old Business
- XI. New Business
 - (a) Next Board Meeting Date – Tuesday, December 6, 2022
- XII. Action Items
 - Resolutions:
 - (a) 2022.11.01 (1) – Resolution Approving Additions, Elimination, and/or Changes to Positions within the Bergen County Board of Social Services
 - (b) 2022.11.01 (2) – Resolution Authorizing the Advertisement of Employment for Multiple Openings
 - (c) 2022.11.01 (3) – Resolution Authorizing a Change in Hours from One Internal Part Time Human Services Aide to Full-Time Human Services Aide
 - (d) 2022.11.01 (4) – Resolution Authorizing a Change in Hours from One Internal Part-Time Clerk 1 to Full-Time Clerk 1
 - (e) 2022.11.01 (5) - Resolution Authorizing the Hiring of One External Part-Time Clerk 1
 - (f) 2022.11.01 (6) - Resolution Authorizing the Hiring of One External Part-Time Clerk 1
 - (g) 2022.11.01 (7) - Resolution Authorizing the Hiring of One External Part-Time Human Services Aide
 - (h) 2022.11.01 (8) - Resolution Authorizing a Change in Employment for Four Internal Part-Time Human Services Aides, Full-Time Clerks 1, Full-Time Records Support Technicians 1, Full-Time Keyboarding Clerks 1 to Four Full-Time Human Services Aides

- (i) 2022.11.01 (9) - Resolution Authorizing a Change in Hours for One Internal Part-Time Clerk 1 to Full-Time Clerk 1
- (j) 2022.11.01 (10) - Resolution Authorizing Rescinding Resolution 2022.10.06 (4) Authorizing the Hiring of One External Part-Time Human Services Aide
- (k) 2022.11.01 (11) - Resolution Authorizing the Advertisement and Offer of Employment for One Internal or External Part-Time Human Services Aide
- (l) 2022.11.01 (12) - Resolution Authorizing the Advertisement and Offer of Employment for One External Part-Time Clerk 1
- (m) 2022.11.01 (13) - Resolution Authorizing a Change in Hours for One Internal Part-Time Records Support Technician 1 to Full-Time Records Support Technician 1
- (n) 2022.11.01 (14) - Resolution Authorizing the Advertisement and Offer of Employment for One Internal or External Part-Time Records Support Technician 1
- (o) 2022.11.01 (15) - Resolution Authorizing the Hiring of One External Full-Time Data Processing Programmer
- (p) 2022.11.01 (16) - Resolution Approving Labor-Management Relations Agreement with CWA Local 1089
- (q) 2022.11.01 (17) - Resolution Approving Memorandum of Agreement with CWA Local 1031 (A & B)
- (r) 2022.11.01 (18) - Resolution Providing for a Meeting Not Open to the Public in Accordance with the Provisions of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-12

XIII. Closed Session

- (a) Closed Session Minutes of October 6, 2022
- (b) Personnel Matters
- (c) Litigation
- (d) Any other matters permitted in closed sessions pursuant to N.J.S.A. 10:4-12(b)

XIV. Adoption of Minutes

- (a) Closed Session Minutes of October 6, 2022

PLEASE NOTE THAT FORMAL ACTION MAY BE TAKEN BY THE BOARD ON ANY MATTER SET FORTH ABOVE OR AS MAY BE RAISED DURING THE MEETING.

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (1)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION APPROVING ADDITIONS, ELIMINATION, AND/OR CHANGES TO POSITIONS
WITHIN THE BERGEN COUNTY BOARD OF SOCIAL SERVICES**

WHEREAS, the Acting Director has requested that the personnel request changes attached hereto and incorporated herein by reference in order to eliminate positions, create new positions, and/or change positions be made in order for the agency to operate more efficiently and better serve the public; and

WHEREAS, the Acting Director has reviewed the personnel requests attached hereto and incorporated herein by reference outlining the effective date and budget for each position and recommends the approval of same.

NOW, THEREFORE, BE IT RESOLVED, that the Chairman of the Bergen County Board of Social Services hereby approves that the personnel requests attached hereto and incorporated herein by reference be made in order to eliminate positions and create new positions in the agency; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director.

IT IS HEREBY CERTIFIED that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (2)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT OF EMPLOYMENT
FOR MULTIPLE OPENINGS**

WHEREAS, the attached listed positions are vacant due to resignations, termination, demotion, leave of absence, and/or retirements; and

WHEREAS, the Board has a need to hire individuals to fill these vacancies on or after November 1, 2022; and

NOW, THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise employment; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (3)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING A CHANGE IN HOURS FROM ONE INTERNAL
PART-TIME HUMAN SERVICES AIDE TO FULL-TIME HUMAN SERVICES AIDE**

WHEREAS, the Bergen County Board of Social Services is in need of authorizing a change in hours from part time to full time for one (1) Human Services Aide; and

WHEREAS, the position of Full-Time Human Services Aide was duly posted and advertised by the Board; and

WHEREAS, interviews were conducted for the position of Full-Time Human Services Aide; and

WHEREAS, it is the recommendation of the Acting Director that Cynthia Ludena be appointed to the position of Full-Time Human Services Aide effective on or after November 1, 2022 at an annual salary of \$46,244.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the change in hours for Cynthia Ludena to the position of Full-Time Human Services Aide effective on or after November 1, 2022 at an annual salary of \$46,244; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Cynthia Ludena of her Full-Time employment with the Bergen County Board of Social Services effective on or after November 1, 2022; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Cynthia Ludena.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (4)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING A CHANGE IN HOURS FROM ONE INTERNAL
PART-TIME CLERK 1 TO FULL-TIME CLERK 1**

WHEREAS, the Bergen County Board of Social Services is in need of authorizing a change in hours from part time to full time for one (1) Clerk 1; and

WHEREAS, the position of Full-Time Clerk 1 was duly posted and advertised by the Board; and

WHEREAS, interviews were conducted for the position of Full-Time Clerk 1; and

WHEREAS, it is the recommendation of the Acting Director that Maria Fernandez be appointed to the position of Full-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$36,228.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the change in hours for Maria Fernandez to the position of Full-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$36,228; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Maria Fernandez of her Full-Time employment with the Bergen County Board of Social Services effective on or after November 1, 2022; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Maria Fernandez.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (5)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL PART-TIME CLERK 1

WHEREAS, the Bergen County Board of Social Services is in need of hiring an external Part-Time Clerk 1; and

WHEREAS, the position of Part-Time Clerk 1 was duly posted and advertised by the Board; and

WHEREAS, interviews were conducted for the position of Part-Time Clerk 1; and

WHEREAS, it is the recommendation of the Acting Director that Erika Sanchez be appointed to the position of Part-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$25,877 pending the outcome of a satisfactory background check.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the hiring of Erika Sanchez to the position of Part-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$25,877 pending the outcome of a satisfactory background check; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Erika Sanchez of her employment with the Bergen County Board of Social Services effective on or after November 1, 2022; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Erika Sanchez.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (6)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL PART-TIME CLERK 1

WHEREAS, the Bergen County Board of Social Services is in need of hiring an external Part-Time Clerk 1; and

WHEREAS, the position of Part-Time Clerk 1 was duly posted and advertised by the Board; and

WHEREAS, interviews were conducted for the position of Part-Time Clerk 1; and

WHEREAS, it is the recommendation of the Acting Director that Nancy DiTore be appointed to the position of Part-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$25,877 pending the outcome of a satisfactory background check.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the hiring of Nancy DiTore to the position of Part-Time Clerk 1 effective on or after November 1, 2022 at an annual salary of \$25,877 pending the outcome of a satisfactory background check; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Nancy DiTore of her employment with the Bergen County Board of Social Services effective on or after November 1, 2022; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Nancy DiTore.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (7)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL PART-TIME
HUMAN SERVICES AIDE**

WHEREAS, the Bergen County Board of Social Services is in need of hiring a Part-Time Human Services Aide; and

WHEREAS, the position of Part-Time Human Services Aide was duly posted and advertised by the Board; and

WHEREAS, interviews were conducted for the position of Part-Time Human Services Aide; and

WHEREAS, it is the recommendation of the Acting Director that Soojung Kim be appointed to the position of Part-Time Human Services Aide effective on or after 11/01/22 at an annual salary of \$31,461 pending the outcome of a satisfactory background check.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby approves of the hiring of Soojung Kim to the position of Part-Time Human Services Aide effective on or after November 1, 2022 at an annual salary of \$31,461 pending the outcome of a satisfactory background check; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Soojung Kim of her employment with the Bergen County Board of Social Services effective on or after 11/01/22; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Soojung Kim.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (8)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN EMPLOYMENT FOR FOUR INTERNAL PART-TIME HUMAN SERVICES AIDES, FULL-TIME CLERKS 1, FULL-TIME RECORDS SUPPORT TECHNICIANS 1, FULL-TIME KEYBOARDING CLERKS 1 TO FOUR FULL-TIME HUMAN SERVICES AIDES

WHEREAS, the Board has a need to promote four (4) internal Part-Time Human Services Aides or Full-Time Clerks 1 or Full-Time Records Support Technicians 1 or Full-Time Keyboarding Clerks 1 to four Full-Time Human Services Aides; and

WHEREAS, the Acting Director has been given authorization to advertise internally, interview, and offer a promotion to four (4) internal Part-Time Human Services Aides or Full-Time Clerks 1 or Full-Time Records Support Technicians 1 or Full-Time Keyboarding Clerks 1 to Four Full-Time Human Services Aides; and

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise internally, interview, and offer employment for four (4) internal Full-Time Human Services Aides; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (9)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING A CHANGE IN HOURS FOR ONE (1) INTERNAL
PART-TIME CLERK 1 TO FULL-TIME CLERK 1**

WHEREAS, the Board needs to increase hours of one (1) internal Part-Time Clerk 1 to Full-Time Clerk 1; and

WHEREAS, the Acting Director has been given authorization to advertise internally, interview, and increase hours of one (1) internal Part-Time Clerk 1.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise internally, interview, and increase hours of one (1) internal Part-Time Clerk 1 to one (1) Full-Time Clerk 1; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
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THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (10)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

RESOLUTION AUTHORIZING RESCINDING RESOLUTION 2022.10.06 (4)

WHEREAS, the Bergen County Board of Social Services (hereinafter the “Board”), at its October 6, 2022 meeting, adopted Resolution No. 2022.10.06 (4) Authorizing the Hiring of One External Part-Time Human Services Aide; and

WHEREAS, it is necessary to rescind Resolution No. 2022.10.06 (4) Authorizing the Hiring of One External Part-Time Human Services Aide because the new hire declined employment for Part-Time Human Services Aide; and

WHEREAS, the Acting Director has reviewed this matter and recommends that Resolution No. 2022.10.06 (4) be rescinded in its entirety.

NOW THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services that Resolution No. 2022.10.06 (4) be and is hereby rescinded in its entirety; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (11)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR
ONE INTERNAL OR EXTERNAL PART-TIME HUMAN SERVICES AIDE**

WHEREAS, the Board has a need to hire one (1) internal or external Part-Time Human Services Aide;

and

WHEREAS, the Acting Director has been given authorization to advertise and offer employment,
internally and externally, for one (1) internal or external Part-Time Human Services Aide.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise and offer employment for one (1) internal or external Part-Time Human Services Aide; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (12)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR
ONE (1) EXTERNAL PART-TIME CLERK 1**

WHEREAS, the Board has a need to hire one (1) external Part-Time Clerk 1 on or after November 1, 2022; and

WHEREAS, the Acting Director has been given authorization to advertise and offer employment, externally, for one (1) Part-Time Clerk 1.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise and offer employment for one (1) external Part-Time Clerk 1; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (13)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

A RESOLUTION AUTHORIZING A CHANGE IN HOURS FOR ONE (1) INTERNAL PART-TIME RECORDS SUPPORT TECHNICIAN 1 TO FULL-TIME RECORDS SUPPORT TECHNICIAN 1

WHEREAS, the Board has a need to change hours for one internal Part-Time Records Support Technician 1 to Full-Time Records Support Technician 1; and

WHEREAS, the Acting Director has been given authorization to advertise, internally, and increase hours for one Part-Time Records Support Technician 1.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise, internally, and increase hours for one (1) Part-Time Records Support Technician 1 to one (1) Full-Time Records Support Technician 1; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (14)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE ADVERTISEMENT AND OFFER OF EMPLOYMENT FOR
ONE INTERNAL OR EXTERNAL PART-TIME RECORDS SUPPORT TECHNICIAN 1**

WHEREAS, the Board has a need to hire one (1) internal or external Part-Time Records Support Technician 1; and

WHEREAS, the Acting Director has been given authorization to advertise and offer employment, internally and externally, for one (1) Part-Time Records Support Technician 1.

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the Acting Director to advertise and offer employment for one (1) internal or external Part-Time Records Support Technician 1; and

BE IT FURTHER RESOLVED, that a copy of this Resolution shall be kept on file in the Office of the Acting Director; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (15)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION AUTHORIZING THE HIRING OF ONE EXTERNAL FULL-TIME
DATA PROCESSING PROGRAMMER**

WHEREAS, the Bergen County Board of Social Services is in need of hiring one (1) external Full-Time Data Processing Programmer; and

WHEREAS, the position of Full-Time Data Processing Programmer was duly posted and advertised, internally and externally, by the Board; and

WHEREAS, interviews were conducted for the position of Full-Time Data Processing Programmer; and

WHEREAS, it is the recommendation of the Acting Director that Konrad Misiolek be appointed to the position of Full-Time Data Processing Programmer effective on or after 11/01/22 at an annual salary of \$66,522 pending the outcome of a satisfactory background check;

NOW THEREFORE, BE IT RESOLVED, that the Bergen County Board of Social Services hereby authorizes the hiring of Konrad Misiolek for one (1) external Full-Time Data Processing Programmer position effective on or after 11/01/2022 at an annual salary of \$66,522 pending the outcome of a satisfactory background check; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to notify Konrad Misiolek of his Full-Time employment with the Bergen County Board of Social Services effective on or after 11/01/2022; and

BE IT FURTHER RESOLVED, that the Acting Director is hereby authorized and directed to place a copy of this resolution in the personnel file of Konrad Misiolek.

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

APPROVED:

ERIN N. DELANEY
Secretary-Treasurer

WILLIAM E. CONNELLY
Chairman

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (16)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**RESOLUTION APPROVING LABOR-MANAGEMENT RELATIONS AGREEMENT
WITH CWA LOCAL 1089**

WHEREAS, the Bergen County Board of Social Services (hereinafter the “Board”), and the Communication Workers of America, Local 1089 (hereinafter the “CWA Local 1089”), are members of a Collective Bargaining Agreement which expired on December 31, 2020; and

WHEREAS, the Board and CWA Local 1089 have been engaged in negotiations and have arrived at a final agreement for the period January 1, 2021 through December 31, 2023, as is outlined in the Labor Management Relations Agreement, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS, the Acting Director and Labor Attorney have reviewed the Labor-Management Relations Agreement between the Board and CWA Local 1089, being submitted as is, a copy of which is attached hereto and incorporated herein by reference, and recommend the approval of same.

NOW, THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services that the Labor-Management Relations Agreement between the Board and CWA Local 1089 for the term January 1, 2021 through December 31, 2023, a copy of which is attached hereto and incorporated herein by reference, be and is hereby approved; and

BE IT FURTHER RESOLVED, that the Acting Director and Chairman be and are hereby authorized and directed to execute the attached Labor-Management Relations Agreement as prepared on behalf of the Board upon receipt of same executed by CWA Local 1089; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately upon the execution hereof.

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized and directed to forward a copy of this signed Resolution together with the Labor Management Relations Agreement to the CWA Local 1089 for signature and return to the Board; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (17)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**RESOLUTION APPROVING MEMORANDUM OF AGREEMENT WITH CWA
LOCAL 1031 A & B**

WHEREAS, the Bergen County Board of Social Services (hereinafter the “Board”), and the Communication Workers of America, AFL-CIO (Local 1031 A and B) (hereinafter the “CWA Local 1031 A and B”), are members of a Collective Bargaining Agreement which expired on December 31, 2019; and

WHEREAS, the Board and CWA Local 1031 A and B have been engaged in negotiations in an effort to arrive at a new collective bargaining agreement to replace the Agreement that expired on December 31, 2019; and

WHEREAS, the Parties have arrived at a tentative agreement for the term January 1, 2020 through December 31, 2023 as reflected on the Memorandum of Agreement, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS, the Acting Director and Board Attorney have reviewed the Memorandum of Agreement between the Board and CWA Local 1031 A and B, a copy of which is attached hereto and incorporated herein by reference, and recommend the approval of same, subject to ratification.

NOW, THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services that the Memorandum of Agreement between the Board and CWA Local 1031 A and B for the term January 1, 2020 through December 31, 2023, a copy of which is attached hereto and incorporated herein by reference, be and is hereby approved subject to ratification; and

BE IT FURTHER RESOLVED, that the Acting Director be and is hereby authorized and directed to execute the attached Memorandum of Agreement on behalf of the Board; and

IT IS HEREBY CERTIFIED, that this is a true copy of a Resolution adopted by the Bergen County Board of Social Services upon a roll call of all members of the Board of Directors eligible to vote at a regular meeting held on November 1, 2022.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022

Offered by:

Seconded by:

MEMBER	TITLE	AYE	NAY	NO VOTE	ABSENT
WILLIAM E. CONNELLY	CHAIRMAN				
RANDI DUFFIE	VICE CHAIRWOMAN				
ERIN N. DELANEY	SECRETARY TREASURER				
ELAINE K. MEYERSON	ASST. SECRETARY TREASURER				
TRACY S. ZUR	BERGEN COUNTY COMMISSIONER				
THOMAS J. SULLIVAN	BERGEN COUNTY COMMISSIONER				
JOHN E. TEN HOEVE, JR., ESQ.	COUNTY ADJUSTER				
YRIS ENCARNACION	BOARD MEMBER				
ALEXANDRA HARWIN	BOARD MEMBER				
SUSAN SILVERSTEIN	BOARD MEMBER				

No. 2022.11.01 (18)

BERGEN COUNTY BOARD OF SOCIAL SERVICES

**A RESOLUTION PROVIDING FOR A MEETING NOT OPEN TO THE PUBLIC IN
ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY OPEN PUBLIC
MEETINGS, ACT, N.J.S.A.**

10:4-12

WHEREAS, the Bergen County Board of Social Services is subject to certain requirements of the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., and

WHEREAS, the Open Public Meetings Act, N.J.S.A. 10:4-12, provides that an Executive Session, not open to the public, may be held for certain specified purposes when authorized by Resolution; and

WHEREAS, it is necessary for the Bergen County Board of Social Services to discuss in a session not open to the public certain matters relating to the item or items authorized by N.J.S.A. 10:4-12b and designated below:

_____ 1. Matters Required by Law to be Confidential. Any matter which, by express provision of Federal law or State statute or rule of court shall be rendered confidential or excluded from the provisions of the Open Public Meetings Act.

_____ 2. Matters Where the Release of Information Would Impair the Right to Receive Funds. Any matter in which the release of information would impair a right to receive funds from the Government of the United States.

_____ 3. Matters Involving Individual Privacy. Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly.

X 4. Matters Relating to Collective Bargaining Agreements. Any collective bargaining agreement, or the terms and conditions which are proposed for inclusion in any collective bargaining agreement, including the negotiation of the terms and conditions thereof with employees or representatives of employees of the public body, with respect to: (a) discussion with regard to Contract with CWA Local 1089 and MOA with CWA Local 1031. .

_____ 5. Matters Relating to the Purchase, Lease or Acquisition of Real Property or the Investment of Public Funds. Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds, where it could adversely affect the public interest if discussion of such matters were disclosed specifically with respect to 218 Route 17 North, Rochelle Park, New Jersey. The minutes will be released on or before _____, 20__ when the issues pertaining to the Lease and First Amendment to the Lease have been approved and finalized.

_____ 6. Matters Relating to Public Safety and Property. Any tactics and techniques utilized in protecting the safety and property of the public, provided that their disclosure could impair such protection. Any investigations of violations of possible violations of the law.

_____ 7. Matters Relating to Litigation, Negotiations and the Attorney-Client Privilege, any pending or anticipated litigation or contract negotiation in which the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer, specifically with respect to (a) _____ and (b) _____ .

The minutes will be released in approximately ninety (90) days or upon the resolution through settlement or court decision and the time period for any and all appeals.

 X 8. Matters Relating to the Employment Relationship. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance or promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all the individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting, specifically, (a) discussion regarding scheduling of Step 2 Grievance hearing. The minutes will be released within ninety (90) days or earlier upon the resolution of the matter through settlement or court decision and the time period for any and all appeals.

 9. Matters Relating to the Potential Imposition of a Penalty. Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party bears responsibility.

NOW THEREFORE, BE IT RESOLVED, by the Bergen County Board of Social Services, assembled in public session on October 6, 2022 that an Executive Session closed to the public shall be held on November 1, 2022 at 4:30 P.M. at the Bergen County Board of Social Services, 218 Route 17 North, Rochelle Park, New Jersey, for the discussion of matters relating to the specific items designated above.

BE IT FURTHER RESOLVED, that it is anticipated that the deliberations conducted in closed session will be disclosed to the public upon the determination of the Bergen County Board of Social Services that the public interest will no longer be served by such confidentiality as set forth above.

ATTEST:

SO APPROVED:

ERIN N. DELANEY
Secretary Treasurer

WILLIAM E. CONNELLY
Chairman

Date of Adoption: November 1, 2022