

John T. Hanson, Chair, called the **March 7, 2023** regular meeting of the Board of Trustees of Camden County College to order at 7:04 PM in the Board Room, Otto R. Mauke Community Center, Blackwood Campus, Blackwood, New Jersey. The option to participate remotely via Zoom was also available.

Mr. Hanson read the required opening statement in accordance with the Open Public Meetings Act indicating that adequate notice of this meeting had been provided via correspondence transmitted to the *Courier Post* and the *Retrospect* on November 2, 2022. A copy had also been filed with the Clerk of the County of Camden.

Board Members Present: Helen Albright Troxell, Annette Castiglione, Susan Croll, John Hanson, Anthony Maressa, S. Jay Mirmanesh, Jessica Stewart, and Judith Ward.

Board Members Absent: Denise Diaz, Karen S. Halpern, Carmen Rodriguez, and Brett Wiltsey.

Also Present: Helen Antonakakis, Executive Director of Finance and Planning; John Chillem, Head Wrestling Coach; Jennifer Craig, Administrative Assistant, President's Office; Orlando Cuevas, Executive Director of Public Safety Education and Training/RETC/Police Academy; Anne Daly-Eimer, Executive Dean of Enrollment and Student Services/Title IX Coordinator; David Edwards, Executive Vice President for Academic and Student Affairs; Wendy Henson, Desktop Manager; Kathleen Kane, Executive Director of Human Resources; Yvonne Kilson, Dean of School and Community Academic Programs; Joseph Lacava, ISD Technician; Jocelyn Lewis, Vice President for Institutional Effectiveness, Advancement & Strategic Initiatives; Jack Lipsett, Executive Director of Financial Administrative Services; Karl McConnell, General Counsel; Jack Pesda, Professor of History and Political Science; Jack Post, Chief Information Officer; Lovell Pugh-Bassett, President; Leeann Rinaldi, Executive Assistant, President's Office; Ron Tomasello, Director of Communications; and Margo Venable, Executive Dean of School, Community and Workforce Training Programs.

Minutes of Meetings

Motion made by Ms. Ward and seconded by Ms. Troxell to accept the minutes of the February 7, 2023 regular meeting as presented. **Motion** carried unanimously.

Public Comment

Dr. Pesda addressed the Board and provided an update on upcoming events that will be offered at The Center.

President's Report

Dr. Pugh-Bassett presented highlights from her monthly report as follows:

- The governor presented the state's proposed budget last Tuesday. While it does include some moderate increases in areas impacting community colleges, the New Jersey Council of Community Colleges is actively advocating for additional funding (particularly operating funds) to maximize our impact on students.
- As part of our continued focus on recruitment, the Office of Recruitment has launched an Ambassador Program in consultation with the Foundation, that invites students, alumni, faculty and staff to represent the college not only at recruitment events, but out in the community. The ambassadors will also help us cultivate a welcoming and informative experience for all future students and guests.
- The college continues to be a standing agenda item at Camden County Superintendent's Roundtable meetings. Each month, we showcase a different area of the college to keep our K-12 partners aware of the happenings at the college. For the March meeting, we will be doing a brief presentation of the Camden Scholars program which offers supports to marginalize student populations in the county. Other topics will include the Back on Track to Degree Completion initiative, and our combined Gateway to College and Transition to College program.
- Since the implementation of the fully-online graduation application process at the end of last year, 87% of Spring/Summer graduates have completed their graduation application using the new electronic process. We will continue to look for new and better ways to serve students with the technologies we have available.
- I've been continuing my listening sessions with staff across the College to hear directly from all the individuals who make up our College Community. I most recently sat down with Facilities, and have upcoming plans to meet with additional faculty, adjuncts and students.
- Thank you to all who attended the extremely successful Foundation's Wine and Chocolate Night on February 10. The great food and wine paired well with the jazz provided by our own Michael Billingsley and his ensemble. The Foundation also held their first Strategic Planning Retreat last month to align upcoming foundation activities with the 4 Rs.
- The College Community was invited to join in Damar Hamlin's #3forHeart CPR Challenge. There are three simple steps to help save lives: watch a video, donate and challenge others to do the same. We are also planning to make CPR training available to our staff.
- The Nursing Program pinned its inaugural class of LPN-RN graduates and we were honored to have Dr. Donna Nickitas, Interim Provost and Dean of the School of Nursing at Rutgers University-Camden, speak at the ceremony. Of the twenty-six students earning a NUR.AS degree on that date, fourteen out of fourteen have since undertaken the NCLEX nursing certification examination with a pass rate of 100%.

- A graduation was held for the 112th Basic Correctional Police Officer Recruit Class on February 2. Among the twenty-two graduates were six active service personnel.
- Preparation is ongoing for our upcoming Middle States Self-Study visit next year, leading up to our accreditation visit in 2026. We are also continuing to work on our application for Title III funding. I feel that we are well-positioned as a College in all these areas.

Dr. Pugh-Bassett recognized John Chillem, Head Wrestling Coach, who was named Region 19 Coach of the Year. Coach Chillem introduced the following members of the men's wrestling team who were in attendance at the meeting: Brian Loiacono (special volunteer coach), Aidan Dick, Shane Whitney, Owen Donahue, Rotimi Animashaun, Joseph Teguia, Jason Cruz, David Barber, Raymond Wildey, and John Stanton. Coach Chillem advised that the team ended its regular season as this year's Garden State Athletic Conference champions and went on to compete in the Region 19/Gulf Atlantic Districts where they all finished in the top 5 for the region, capturing both the Region 19 and Gulf Atlantic titles.

On behalf of the Board, Mr. Hanson extended congratulations to Coach Chillem and the team on their athletic accomplishments and academic achievements.

Grants, Contracts & Gifts

Resolution #132 – Ms. Ward presented this resolution authorizing the College to accept \$300,000 from the State for the Camden Scholars Program. Ms. Ward noted that this funding will be used to identify students needing guidance and support, and to implement an intensive support framework, including a summer institute, to help them achieve their goals.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2023-132 (see attachment **5195A**). **Motion** carried unanimously.

Resolution #133 – Ms. Ward presented this resolution authorizing the College to accept \$30,000 from the Camden County Youth Services Commission for a pilot program to provide enrollment pathways and individualized mentorship for justice-impacted youths.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2023-133 (see attachment **5195B**). **Motion** carried unanimously.

Academic and Student Affairs Committee

Ms. Croll presented a report from the Academic and Student Affairs Committee with one action item.

Resolution #134 – Ms. Croll stated that this resolution approves the revision of Board Policy 511: Policy for Institutional Awards as included in the packet.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2023-134 (see attachment **5195C**). **Motion** carried unanimously.

Business Affairs, Audit and Campus Development Committee

Ms. Ward presented a report from the Business Affairs, Audit and Campus Development Committee with eight action items, the quarterly financial report, and the bid/contract recommendations.

Resolution #135 – Ms. Ward presented this resolution authorizing a facilities use agreement with Mainstage Center for the Arts for use of Lincoln Hall, the Little Theater, and the Dennis Flyer Theater for programming and performances for the period of May 1, 2023 through April 30, 2025.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2023-135 (see attachment **5195D**). **Motion** carried unanimously.

Resolution #136 – Ms. Ward presented this resolution awarding a non-fair and open contract to Wynters Wellness, LLC to provide the College with special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older for an amount not to exceed \$35,000 during the period of March 8, 2023 through December 31, 2023.

Motion made by Mr. Hanson and seconded by Mr. Maressa approving Resolution FY2023-136 (see attachment **5195E**). **Motion** carried unanimously.

Resolution #137 – Ms. Ward presented this resolution authorizing the disposal of outdated, non-functional audiovisual display equipment located in the Wolverton Library on the Blackwood Campus.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2023-137 (see attachment **5195F**). **Motion** carried unanimously.

Resolution #138 – Ms. Ward presented this resolution authorizing the disposal of outdated, non-functional information technology equipment located on the Blackwood and Camden Campuses.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2023-138 (see attachment **5195G**). **Motion** carried unanimously.

Resolution #139 – Ms. Ward presented this resolution authorizing the disposal of non-functioning and/or outdated furniture located in Roosevelt Hall on the Blackwood Campus and at the Rohrer Center.

Motion made by Mr. Hanson and seconded by Ms. Castiglione approving Resolution FY2023-139 (see attachment **5195H**). **Motion** carried unanimously.

Resolution #140– Ms. Ward presented this resolution authorizing an amendment to the College’s existing shared services agreement with Camden County to include management services and food operations at the County Hall of Justice for a payment of \$833.00 per month for the duration of the current agreement including two one-year options to renew to be exercised in accordance with the provisions of the agreement between the parties.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2023-140 (see attachment **5195I**). **Motion** carried unanimously.

Resolution #141– Ms. Ward presented this resolution ceasing membership in the NJ Community College Insurance Pool for workers compensation insurance and serving required notice of withdrawal effective June 30, 2023. Ms. Ward noted that this resolution further authorizes obtaining this insurance through the Camden County Insurance Commission and the NJ Counties Excess Joint Insurance Fund for a term of July 1, 2023 to December 31, 2024.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2023-141 (see attachment **5195J**). **Motion** carried unanimously.

Resolution #142– Ms. Ward presented this resolution approving and authorizing the College to enter into a new collective negotiations agreement with the Maintenance Unit of the NJEA Support Staff Union for the period July 1, 2017 through June 30, 2027.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution FY2023-142 (see attachment **5195K**). **Motion** carried unanimously.

Campus Works Update – Ms. Ward advised that the committee received an informative update from Jack Post on an analysis of the College’s Enterprise Resource Planning systems, namely, the Ellucian Colleague Student Information System and Central Square One Solution System. Ms. Ward noted that after a comprehensive review, the results showed overwhelmingly that those who participated in this project believe we should not move to another Enterprise Resource Planning platform but instead should invest in our current systems.

This was an information item and no action was necessary.

Quarterly Financial Report

Resolution #143 - Ms. Ward presented this resolution authorizing acceptance of the financial report for the second quarter of fiscal year 2023, ending December 31, 2022.

Motion made by Mr. Hanson and seconded by Ms. Stewart approving Resolution FY2023-143 (see attachment **5195L**). **Motion** carried unanimously.

Bid/Contract Recommendations

Ms. Ward presented Resolution #144 awarding a contract for nursing simulation center renovations at Polk Hall to Levy Construction Company in the anticipated amount of \$2,465,600 which is inclusive of the owner's general allowance of \$60,000.

Motion made by Mr. Hanson and seconded by Dr. Mirmanesh approving Resolution FY2023-144 (see attachment **5195M**). **Motion** carried unanimously.

Ms. Ward then presented Resolution #'s 145 & 146 which required eight affirmative votes of the membership of the Board.

Motion made by Mr. Hanson and seconded by Ms. Croll approving Resolution #'s FY2023-145 & 146 (see attachment **5195N**).

The following roll call vote was recorded:

AYES: Maressa, Castiglione, Croll, Albright, Ward, Stewart, Mirmanesh, Hanson.

NOES: None.

ABSTENTIONS: None.

Personnel

Dr. Pugh-Bassett presented **Resolution FY2023-147** - Personnel Actions, dated March 7, 2023.

Motion made by Mr. Hanson and seconded by Ms. Troxell approving Resolution FY2023-147 (see attachment **5195O**). **Motion** carried unanimously.

Old Business

None.

New Business

Resolution #148 – Mr. Hanson presented this resolution affirming and commending Anthony Maressa for 25 years of longstanding service and dedication to the College and the community.

Motion made by Ms. Troxell and seconded by Ms. Stewart approving Resolution FY2023-148 (see attachment **5195P**).

Ms. Troxell commented that she was sincerely appreciative of Mr. Maressa's dedication to the College from his time here as a student in the 1960's to the present.

Ms. Stewart commented that she too was extremely appreciative of Mr. Maressa's support in helping her become active and engaged on the Board when she was newly appointed.

Motion carried unanimously.

Dr. Pugh-Bassett then presented Mr. Maressa with a proclamation from the Camden County Board of Commissioners honoring him for 25 years of service to the College.

Ms. Stewart reminded the Board of the following upcoming events:

- Beatles and Beer Singalong on Thursday, March 16 in the Little Theater in Lincoln Hall on the Blackwood Campus at 7:00 PM (VIP pre-show at 6:15 PM); and
- CCC Foundation Blue Jean Ball on Thursday, June 8 at the White Horse Winery at 6:00 PM.

Adjournment

Motion to adjourn the meeting made by Ms. Stewart and seconded by Ms. Troxell. **Motion** carried unanimously. The meeting adjourned at 7:42 PM.

Respectfully submitted,

Anthony J. Maressa, Secretary

/lr

RESOLUTION NO. FY2023-132

**RESOLUTION ACCEPTING A GRANT OF FUNDS FROM THE STATE FOR THE
CAMDEN SCHOLARS PROGRAM**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12(k) specifically authorizes the Board to accept from “any government or government agency” grants or contributions of money or property which the Board may use for or in aid of any of its purposes at Camden County College; and

WHEREAS, the State has offered to provide \$300,000 in funds to fund the Camden Scholars program; and

WHEREAS, this is designed to serve both traditional and non-traditional students who have barriers with attaining their goals; the goal is to help students earn an associate’s degree within three years of matriculation or earn a workforce credential; and

WHEREAS, this program funding will be used to provide intensive support such as coaching, academic advising, wrap around supports, success seminars, financial support, orientation and a summer institute in order to alleviate barriers such as food insecurity, financial barriers and challenges to learning; and

WHEREAS, programs will be administered in phases: **Cohort I** – Fifty participants will be identified during the fall semester/winter intersession and will start in spring 2023. Forty students will enroll in credit courses and ten will pursue workforce training certificates. Cohort I will also attend the Summer Institute. **Cohort II** – Fifty students will be recruited during spring 2023 and begin in summer 2023 with the Summer Institute and orientation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts \$300,000 from the State for this program and purpose; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized and directed to take any and all appropriate actions to receive these funds.

SUMMARY STATEMENT

This resolution authorizes Camden County College to accept \$300,000 from the State to identify students needing guidance and support, and implement an intensive support framework, including a summer institute, to help them achieve their goals.

March 7, 2023

RESOLUTION NO. FY2023-133

**RESOLUTION AUTHORIZING THE COLLEGE TO ACCEPT GRANT FUNDING
FOR A PILOT SUPPORT PROGRAM FOR JUSTICE IMPACTED YOUTHS**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 § (o), the Camden County College Board of Trustees is authorized to enact such rules and regulations as may be appropriate for the maintenance and operation of the College; and

WHEREAS, the College has engaged in planning dialogue with the Camden County Youth Services Commission for a pilot program to provide intake, advisement and higher education placement of justice-impacted youths up to twenty-six years of age; and

WHEREAS, the College would provide needs assessment, enrollment pathways and individualized mentorship in either for-credit or pre-college programming; and

WHEREAS, the Camden County Youth Service Commission has approved program funding in the amount of \$30,000 for the College's participation in the pilot support initiative; and

WHEREAS, the President of the College recommends to the Board of Trustees that the College accept the grant funding allocated by the Camden County Youth Services Commission; and

WHEREAS, the Board of Trustees has examined relevant information and materials related to the funding allocation and proposed pilot program objectives;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Camden County College hereby approves acceptance of Camden County Youth Services Commission pilot program funding in the amount \$30,000.

SUMMARY STATEMENT

This resolution approves acceptance of \$30,000 in grant funding from the Camden County Youth Services Commission for a pilot program to provide enrollment pathways and individualized mentorship for justice-impacted youths.

March 7, 2023

RESOLUTION NO. FY2023-134

**RESOLUTION RECOMMENDING THE REVISION OF BOARD POLICY 511:
POLICY FOR INSTITUTIONAL AWARDS**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-12; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered to enact policies governing Camden County College; and

WHEREAS, on June 8, 2007 the Board of Trustees revised and adopted Board of Trustees Policy 511 (“Policy for Institutional Awards”), a policy statement governing institutional awards; and

WHEREAS, after a periodic review, the President of the College has recommended certain revisions to Board of Trustees Policy 511 as attached; and

WHEREAS, the Board of Trustees has examined relevant information and materials regarding the proposed revision of Policy 511 and determined that these proposed language changes properly clarify the intent of the policy and it is appropriate to do so.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby revises and adopts Board of Trustees Policy 511: Policy for Institutional Awards attached hereto.

SUMMARY STATEMENT

This resolution approves the revision of Board Policy 511: Policy for Institutional Awards.

March 7, 2023

CAMDEN COUNTY COLLEGE

Board of Trustees Policy

Subject: Policy for Institutional Awards	Number 511	Page 1	Of 2
	Date: March 7, 2023		
	Supersedes: January 8, 2013 June 8, 2007 (without change) January 4, 2000 October 20, 1994		

The Board of Trustees of Camden County College authorizes institutional awards to outstanding individuals who have demonstrated meritorious service and contributions to the College and/or to the community, **either in the County, state or nation.**

I. Honorary Degree

The Board of Trustees of Camden County College authorizes the award of the honorary associate degree, Associate in Letters. (A.I.) to outstanding individuals who have demonstrated meritorious service and contributions to the College and to the community, effective May 1995. The degree shall be awarded in accordance with the following criteria and procedures.

Criteria

1. Nominees should **meet one or more of the following criteria:**
 - a. A distinguished alumnus/alumna who has made a contribution of lasting significance and value; **and/or**
 - b. One who has provided significant assistance in creating a new program department or segment of the College; **and/or**
 - c. One who has made a noteworthy contribution to faculty, students, to the College in general **or** the community at large; **and/or**
 - d. One who has made a significant financial contribution in the best interest and welfare of the College.
 - e. Honorary degrees may not be awarded to active Board of Trustee members, administrators or faculty members until five years or more have passed since their separation from that office at the College.
 - f. The number of honorary degrees that may be awarded at any one time or in any one academic year should be strictly limited.
 - g. An honorary degree is generally conferred at the College Commencement ceremony.

Procedures

The degree shall be awarded in accordance with guidelines formulated by the Academic Affairs Committee of the Board of Trustees.

II. Pro Beneficio Dato (Distinguished Public Service Award)

Criteria

1. Nominees should meet one or more of the following criteria.
 - a. An individual who has given outstanding or unusual service to Camden County College;
 - b. An individual who has made extraordinary contribution to society while reflecting the values and interest of the College;
 - c. An individual who has a record of major distinction in public service at the local, state or national level;
2. The College recognizes distinguished service on the part of faculty by awarding Emeritus or Emerita status. This distinguished service award is, therefore not intended to honor retiring faculty for their contributions
3. Administrators, staff, presently enrolled students, presently serving or retiring trustees, holders of political office selected on a partisan basis or candidates for elective office may qualify for this award under exceptional circumstances.
4. Distinguished service awards are generally presented at Commencement.
5. The number of distinguished service awards given in any one year should be strictly limited unless a category of people giving identical service is being considered.

III. Presidential Medal

Awarded in recognition of individuals who have made humanitarian, cultural, intellectual or scientific contributions to society; and/or who have achieved noteworthy success in their professions or have given significant service to the community, state or region. This award is presented at academic convocations.

RESOLUTION NO. FY2023-135

**RESOLUTION AUTHORIZING THE COLLEGE TO ENTER INTO A FACILITIES
USE AGREEMENT WITH MAINSTAGE CENTER FOR THE ARTS**

WHEREAS, Camden County College is governed by the Board of Trustees pursuant to N.J.S.A. 18A:64A-11; and pursuant to N.J.S.A. 18A:64A-12, (j)(k)(l) that the Board is authorized and empowered to take actions governing Camden County College and to contract for the use of the College's facilities; and

WHEREAS, Mainstage Center for the Arts ("Mainstage"), is a non-profit entity offering theatre/workshop education primarily for young people and requires a facility for rehearsals and performances of its Summerstage and Mainstage productions by its students; and

WHEREAS, the Lincoln Hall facility, the Little Theater, and the Dennis Flyer Memorial Theatre on the College's Blackwood Campus are deemed by Mainstage as appropriate venues for their programming and performances; and

WHEREAS, the College has determined that it may make Lincoln Hall, the Little Theater, and the Dennis Flyer Memorial Theatre available for Mainstage performances when the facility is not otherwise in use by the College during May 1, 2023 through April 30, 2025; and

WHEREAS, entering into a Facilities Use Agreement with Mainstage is of fiscal, academic, and community service value to the College while also meeting the facility needs of Mainstage Center for the Arts.

NOW, THEREFORE BE IT RESOLVED, by the Board of Trustees of Camden County College that it hereby authorizes entry by the College into a Facilities Use Agreement with Mainstage for the period of May 1, 2023 through April 30, 2025, permitting use by Mainstage of Lincoln Hall, the Little Theater, and the Dennis Flyer Theater for performances when those facilities are not otherwise in use, for an annual rental fee of the following:

\$26,400	Year One
\$29,040	Year Two

to be paid in equal monthly installments until the conclusion of this agreement; and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such purchase orders, contracts, or other instruments as may be necessary and appropriate in connection therewith.

SUMMARY STATEMENT

This resolution authorizes a Facilities Use Agreement with Mainstage Center for the Arts for use of Lincoln Hall, the Little Theater, and the Dennis Flyer Theater for programming and performances for the period of May 1, 2023 through April 30, 2025.

March 7, 2023

RESOLUTION NO. FY2023-136

RESOLUTION AWARDING A NON-FAIR AND OPEN CONTRACT FOR SENIOR AND SPECIAL RECREATIONAL AND LEISURE SERVICES FOR DEVELOPMENTALLY AND PHYSICALLY CHALLENGED RESIDENTS

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, N.J.S.A. 19:44A-20.4 and P.L.2005, C.271, s.2 *et seq.*; and under N.J.S.A. 18A:64A-25.5 (a) (15) is exempt from public bidding; and because the proposed contract for services is below the mandatory bid amount under the applicable statute; and

WHEREAS, on January 6, 2015 the College Board of Trustees adopted Resolution FY2015-99 for a Shared Services Agreement with the County of Camden to provide recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older (the “SSA”) and to do so retained the contractor, Wynters Wellness, LLC, with expertise in developing and planning the special services which it had provided those services since July 2011; and

WHEREAS, Wynters Wellness, LLC has the expertise and experience in providing those services and has agreed to provide them again for a total contract sum not to exceed \$35,000.00 which is within the budget established under the SSA and will result in no cost to the College; and

WHEREAS the County has determined that it will pay all program costs directly from its accounts to other parties directly and will continue to handle all other expenditures other than these contracted funds that are occasioned under the SSA; and

WHEREAS, it is the recommendation of Jack Lipsett, Executive Director of Financial Administration to retain and award a one-year non-fair and open contract to Wynters Wellness, LLC (#FY23BEDC-10); and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning has certified the availability of funding in account #143715-61102; and further acknowledges receipt of the Business Entity Disclosure Certificate, Political Contribution Disclosure Form and Determination of Value.

NOW THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that a non-fair and open contract be and hereby is awarded to **Wynters Wellness, LLC (#FY23BEDC-10)** to provide special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older for a sum **not to exceed \$35,000.00** with terms commencing on or about **March 8, 2023** through **December 31, 2023**; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate where appropriate any other necessary further terms of contract and execute all such documents or other instruments and/or to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards a non-fair and open contract to **Wynters Wellness, LLC**. to provide the College with special recreational and leisure services to developmentally and physically challenged individuals and individuals age 50 and older for an amount not to exceed \$35,000.00 during the period of **March 8, 2023 through December 31, 2023**. It authorizes the College staff to execute an agreement with further details of appropriate contract terms. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

March 7, 2023

RESOLUTION NO. FY2023-137

**RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS LIBRARY DISPLAY
EQUIPMENT**

WHEREAS, The Board of Trustees of Camden County College is granted the authority of “acquiring, owning, using, and operating any property, real personal or mixed, or any interest therein” by the County College Act, N.J.S.A. 18A:64A-1, *et seq.*; and specifically, 18A:64A-12(l); and which the Board is authorized by 18A:64-12(m) to “ . . .determine that any property is no longer necessary for college purposes. . .” ; and

WHEREAS, Isabel Gray, Director of Library Services, Academic Support has determined that three audiovisual display cases (as shown on the attached list) located in the Wolverton Library are outdated and no longer of functional value; and

WHEREAS, it is the recommendation of Dr. Patrick Chadd, Dean of eLearning and Academic Support Services and Jack Lipsett, Executive Director of Financial Administration that the Board authorize disposal of the display cases (as shown on the attached list); and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that disposal of surplus audiovisual display equipment located in the Wolverton Library is hereby is authorized.

SUMMARY STATEMENT

This resolution authorizes the disposal of outdated, nonfunctional audiovisual display equipment located in the Wolverton Library.

March 7, 2023

Board of Trustees Minutes Attachment #5195F

RESOLUTION NO. FY2023-137

#	Description	Disposal or Sale
1	CD Display Case Asset #06-2535 In Service Date: 10/10/2003 Purchase Amount: \$850.00	Disposal
2	CD Display Case Asset #06-2536 – Serial #RCI 148802 In Service Date: 06/30/2012 Purchase Amount: \$850.00	Disposal
3	CD Display Case Asset #06-2537 – Serial #RCI 148803 In Service Date: 06/30/2012 Purchase Amount: \$850.00	Disposal

March 7, 2023

RESOLUTION NO. FY2023-138

**RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS OFFICE OF
INFORMATION TECHNOLOGY EQUIPMENT DETERMINED TO BE WITHOUT
VALUE OR USE FOR ANY COLLEGE PURPOSES**

WHEREAS, County College Act, N.J.S.A. 18A:64A-1, *et seq* authorizes The Board of Trustees of Camden County College to acquire, own, use, and operate any property, real personal or mixed, or any interest therein” and specifically by 18A:64A-12(l) and 18A:64-12(m) the Board is authorized to “. . .determine that any property is no longer necessary for college purposes. . .” ; and

WHEREAS, Jack Post, Chief Information Officer, Office of Information Technology (OIT) has determined that various OIT equipment shown on the attached list, all of which is located on the Blackwood and Camden campuses, is outdated and no longer of functional value and recommends that the Board make such a finding here as to these items; and

WHEREAS, it is the recommendation of Jack Post, Chief Information Officer, Office of Information Technology and Jack Lipsett, Executive Director of Financial Administration that the Board authorize disposal of the various OIT equipment as shown on the attached list as they have no value; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that these items are therefore, and based on the advice and recommendations received, found to be:

- a) no longer necessary for college purposes; and
- b) having no value for the college or in aid of any of its purposes; and
- c) having no value so as to be sold under terms set by the Board; and therefore,

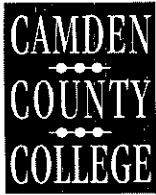
is authorized to be disposed of in the time form and fashion as causes the least expensive cost as may be had; and such disposal is hereby authorized.

ALSO, BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or to receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes the disposal of the outdated, nonfunctional OIT equipment (as shown on the attached list) located on the Blackwood and Camden campuses in the time, form and fashion as is least expensive to the College.

March 7, 2023



PROPERTY CONTROL LOG

*For Transfer/Disposal/Move
Of Fixed Assets*

Originator Earl Ruberts

Department Office of Information Technology

Date 12/1/2022

This Transfer/Disposal/Move is approved by:

Receipt of the above listed property is acknowledged by:

INVENTORY TAG #	DESCRIPTION (Make, Model, Serial #, etc.)	GRANT FUNDED?	MOVED FROM	MOVED TO	FOR DISPOSAL	FOR DONATION	Location
None	Dell Poweredge 1850 8P85D81	N/A			X		Community Center
13447	Dell EqualLogic 24JCCG1	N/A			X		Community Center
None	Dell PowerEdge 2950 FVQMGG1	N/A			X		Community Center
None	Dell PowerEdge 2950 DVQMGG1	N/A			X		Community Center
None	Dell EqualLogic PS4000 36R8WN1	N/A			X		Community Center
None	Quantum Super Loader 3 L700 CJ4MBC0129	N/A			X		Community Center
None	Dell PowerVault 122T 4P2KQ51	N/A			X		Community Center
None	Exabyte Tape Backup M1X7LTO 000087030177	N/A			X		Community Center
None	Dell PowerEdge 1850 5XXKL81	N/A			X		Community Center

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None	Dell PowerEdge 2850 9WW6771	N/A			X		Community Center	not found in system
None	Dell PowerEdge 2850 5901871	N/A			X		Community Center	not found in system
None	Dell PowerEdge 1750 99TS451	N/A			X		Community Center	not found in system
None	Dell PowerEdge 2850 JP1MV91	N/A			X		Community Center	not found in system
None	Dell PowerVault 220S DG96V91	N/A			X		Community Center	not found in system
None	Dell PowerEdge 2850 BCV2Z51	N/A			X		Community Center	not found in system
None	Dell PowerEdge 2850 9CV2Z51	N/A			X		Community Center	not found in system
10728	Dell PowerEdge 2650 FWVDQ41	N/A			X		Community Center	not found in system
None	Dell PowerEdge 2650 DKZ5841	N/A			X		Community Center	not found in system
004367	APC UPS WS0241251251	N/A			X		Community Center	not found in system
004366	APC UPS WS0241251255	N/A			X		Community Center	not found in system
004373	APC UPS 5S1320T03718	N/A			X		Community Center	not found in system
004374	APC UPS AS0907220329	N/A			X		Community Center	not found in system
None	HP Storage Works 1/8 AutoLoader MXA064209D	N/A			X		Community Center	not found in system
None	HP Storage 14 Bay 20AVLMPX48	N/A			X		Community Center	not found in system
None	HP Storage Works 1/8 AutoLoader MXA061306V	N/A			X		Community Center	not found in system

None	HP Integrity RX4640 No S/N	N/A			X		Community Center	not enough info to check system
None	HP Storage 14 Bay MP16LMPY72	N/A			X		Community Center	not found in system
None	HP Integrity RX4640 No S/N	N/A			X		Community Center	not enough info to check system
12014 06-2331	Dell Opti 620 JQFHJ91 <i>\$850 LRC</i>	N/A			X		Community Center	***** no funding info avail
06-6004	Dell Opti GX280 4KM8G81	N/A			X		Community Center	not found in system
10625	HP Server rp5470 USE43500R7	N/A			X		Community Center	not found in system
None	HP StorageWorks Tape Array 5300 SG03470334	N/A			X		Community Center	not found in system
None	HP DiskSystem 2300 SG34620007	N/A			X		Community Center	not found in system
None	HP R3000xr MX13250321	N/A			X		Community Center	not found in system
None	HP 2U Rack Mount Adapter US70014474	N/A			X		Community Center	not found in system
None	HP SureStore Disk Array E12H UST3R10422	N/A			X		Community Center	not found in system
None	HP 9000	N/A			X		Community Center	not enough info to check system
None	HP PowerTrust E00HQ00121	N/A			X		Community Center	not found in system
004356	Dell R210 1JVBQN1	N/A			X		Community Center	not found in system
None	PowerEdge 2850 CFCYX81 <i>\$2500 CTC</i>	N/A			X		Community Center	***** no funding info avail
12-2483 10494	PowerEdge 2650 445B741 <i>\$3152.43 CTC</i>	N/A			X		Community Center	***** no funding info avail

004364	APC UPS JS0933000621	N/A			X		Community Center	not found in system
004365	APC UPS No S/N	N/A			X		Community Center	not found in system
None	APC UPS 7A1425L20934	N/A			X		Community Center	not found in system
None	HP ProLiant DL380 D227 JZG2F249	N/A			X		Community Center	not found in system
None	HP ProLiant DL360 M01JKYD128	N/A			X		Community Center	not found in system
None	APC UPS AS1542313504	N/A			X		Community Center	not found in system
None	APC UPS AS0919210401	N/A			X		Community Center	not found in system
None	APC UPS AS1047110957	N/A			X		Community Center	not found in system
None	APC UPS AS0907220408	N/A			X		Community Center	not found in system
12972	PowerEdge 2950 JMVN6G1	N/A			X		Community Center	not found in system
12970	PowerEdge 2950 1NVN6G1	N/A			X		Community Center	not found in system
12971	PowerEdge 2950 97PQTF1	N/A			X		Community Center	not found in system
12-3366 08874	SN# 234782 Cisco Catalyst 6500 Core CNM3WZ0BRB \$2500 COM	N/A			X		Community Center	**** no funding info avail
08718 06-1379	Cisco Catalyst 3500 XL FAB0527U1MN \$1500 ADAMS	N/A			X		Community Center	**** no funding info avail
09714	SmartSwitch 2200 193698060407240C	N/A			X		Community Center	not found in system
None	PowerEdge 2650 BFK4S41	N/A			X		Madison 104	not found in system

None	PowerEdge 2650 93W3V21	N/A			X		Madison 104
None	PowerEdge 2650 1LZ5S41	N/A			X		Madison 104
None	Dell EquaLogic B036800	N/A			X		Madison 104
None	PowerVault MD3000 4M97QM1	N/A			X		Madison 104
None	PowerEdge 2850 2Q1MV91	N/A			X		Madison 104
None	PowerEdge 1750 FMHGR51	N/A			X		Madison 104
None	PowerEdge 1850 5V3T671	N/A			X		Madison 104
08935	Cisco Catalyst 6500 Core CNDQAR7GAC	N/A			X		Madison 104
None	Barracuda ESG 400 BAR-SF1307859	N/A			X		Madison 104
None	Barracuda ESG 400 BAR-SF1167428	N/A			X		Madison 104
None	Meru MC3000 2307MC30001065	N/A			X		Madison 104
None	Pelco DX8100 684-1664	N/A			X		Madison 104
None	Pelco DX8100 684-2274	N/A			X		Madison 104

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Jack Post 02/10/2023 _____ _____
 Dean's Signature Date Recipient's Signature Date

This form should be attached to the *Work Request Form*, if applicable.
 After property is moved, this form should be forwarded to Accounts Payable.



PROPERTY CONTROL LOG

*For Transfer/Disposal/Move
Of Fixed Assets*

Originator _____Brian_____

Department _Office of Information Technology

Date: 14 February 2023

This Transfer/Disposal/Move is approved by:

Receipt of the above listed property is acknowledged by:

INVENTORY TAG #	DESCRIPTION (Make, Model, Serial #, etc.)	GRANT FUNDED?	SERIAL NUMBER	MOVED TO	FOR DISPOSAL	FOR DONATION	Location
06-1662	Sony 26" TV	No	8043226		Trash		College Hall 508
N/A	NEC 27" TV	No	91000585		Trash		College Hall 508
N/A	Sony VCR/DVD Player	No	0949216		Trash		College Hall 508
N/A	JVC VCR	No	091K2551		Trash		College Hall 508
N/A	NEC 27" TV	No	PM-2772		Trash		College Hall 508
N/A	Sony VCR/DVD Player	No	0944612		Trash		College Hall 508
N/A	Sony 26" TV	No	8043196		Trash		College Hall 508
N/A	Sony VCR/DVD Player	No	0621085		Trash		College Hall 508
N/A	Sony 27" TV	No	4587287		Trash		College Hall 508

INVENTORY TAG #	DESCRIPTION (Make, Model, Serial #, etc.)	GRANT FUNDED?	SERIAL NUMBER	MOVED TO	FOR DISPOSAL	FOR DONATION	Location
N/A	Sony VCR/DVD Player	No	0949221		Trash		College Hall 508
N/A	JVC 27" TV	No	10014568		Trash		College Hall 508
N/A	3M Overhead Transparency Projector	No	N/A		Trash		College Hall 508
N/A	3M Overhead Transparency Projector	No	N/a		Trash		College Hall 508
N/A	Sony VCR/DVD Player	No	0440615		Trash		College Hall 508
N/A	Sony VCR/DVD Player	No	0722829		Trash		College Hall 508
N/A	Sony 27" TV	No	4587294		Trash		College Hall 508

Supervisor's Signature

Date

Recipient's Signature

Date

**This form should be attached to the *Work Request Form*, if applicable.
After property is moved, this form should be forwarded to Accounts Payable.**

**RESOLUTION AUTHORIZING THE DISPOSAL OF NON-FUNCTIONING
FURNITURE ON THE BLACKWOOD CAMPUS AND ROHRER CENTER
DETERMINED TO BE WITHOUT VALUE OR USE FOR ANY COLLEGE PURPOSES**

WHEREAS, County College Act, N.J.S.A. 18A:64A-1, *et seq* authorizes The Board of Trustees of Camden County College to acquire, own, use, and operate any property, real personal or mixed, or any interest therein” and specifically by 18A:64A-12(l) and 18A:64-12(m) the Board is authorized to “. . .determine that any property is no longer necessary for college purposes. . .”; and

WHEREAS, the College had the following non-functioning and/or outdated furniture located in Roosevelt Hall on the Blackwood Campus and at the Rohrer Center which was in some varying degrees of disrepair and which it has replaced; and

#	Description	Disposal or Sale
1	Wooden L-shaped executive desk - Roosevelt Hall 200 Tag #02003, 06-02856 Date in service: 6/30/2012 Purchase Price \$1,000.00	Disposal
2	Wooden L-shaped executive desk - Roosevelt Hall 200 Tag #06-2854, 09942/02012 Date in service: 6/30/2012 Purchase Price \$1,000.00	Disposal
3	Wooden U - desk furniture system - Roosevelt Hall 200 Tag #06-2908, 01999 Date in service: 6/30/2012 Purchase Price \$798.95	Disposal
4	Wooden storage credenza in Roosevelt Hall 200 Tag #09635	Disposal
5	Wooden single desk in Roosevelt Hall 200 Tag #07462	Disposal
6	16 Maroon lounge chairs multi-piece – Rohrer Center Hallway Tags # 06-1608 & 06807, 06-1609 & 06808, 06-1610 & 06810, 06-1611 & 06809, 06-1612 & 06811, 06-1613 & 06812, 06-1614 & 06814, 06-1615 & 06806, 06-1616 & 06817, 06-1617 & 06821, 06-0618 & 06816, 06-1619 & 06820, 06-1620 & 06818, 06-1621 & 06813, 06-1622 & 06819, 06-1536 & 06-- -- -- (unreadable)	Disposal
7	22 gold conference room chairs – Rohrer Center 110 Tag# 06680-06705	Disposal
8	14 Rectangular conference room tables with removable legs – Rohrer Center 110 Tag # 06783-06801	Disposal
9	One Folding table – Rohrer Center Kitchen	Disposal

RESOLUTION NO. FY2023-139

WHEREAS, this non-functioning and/or outdated furniture had been purchased more than a decade and several administrations ago by the College and is deemed by the recommending administrators as being past its useful life; and

WHEREAS, Jack Lipsett, Executive Director of Financial Administration and Helen Antonakakis, Executive Director of Finance and Planning recommend that, pursuant to NJSA 18A:64A-12 (m), the president's office furniture on the Blackwood Campus (as listed above) is no longer necessary for College purposes or usable such that it has value to the College and requests authority from the Board to dispose of the above listed pieces; and

WHEREAS, David Bruno, Associate Dean of Educational Programming and External Relations recommends that, pursuant to NJSA 18A:64A-12 (m), the Rohrer Campus chairs and tables as listed above, are no longer necessary for College purposes and they are no longer "usable" and requests disposal authorization by the Board; and

WHEREAS, it is the recommendation of David Edwards, Executive Vice President for Academic and Student Affairs and Jack Lipsett, Executive Director of Financial Administration that the Board authorize the disposal of the Blackwood and Rohrer Campus furniture listed above; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees that these items are therefore, and based on the advice and recommendations received, found to be:

- a) no longer necessary for college purposes; and
- b) having no value for the college or in aid of any of its purposes; and
- c) having no value so to be profitable if sold under terms set by the Board; and therefore,

is authorized to be disposed of in the time, form and fashion as causes the least expensive cost as may be had; and such disposal is hereby authorized.

ALSO, BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or to receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution authorizes the disposal of the outdated, nonfunctional furniture as listed above shown in the time, form and fashion as is least expensive to the College.

RESOLUTION FY2023-140

**RESOLUTION AMENDING THE EXISTING SHARED SERVICE AGREEMENT
WITH THE COUNTY OF CAMDEN FOR MANAGEMENT OF FOOD AND VENDING
SERVICES AT COUNTY HALL OF JUSTICE**

WHEREAS, N.J.S.A. 40A:65-1, *et. seq.* (“Uniform Shared Services and Consolidation Act”) permits two local governmental units to enter into a contract for a service which any party to the agreement is empowered to render and pursuant to N.J.S.A. 18A:64A-12(j) and 64A-25.10 the College is empowered to enter into agreements with any government entity when it deems it necessary or advisable to further its authorized goals; and

WHEREAS Camden County (“County”) and Camden County College (“College”) long ago committed to the Transformation Initiative seeking to identify economies and efficiencies in the operations of government that will increase efficiency and reduce the tax burden on residents and to improve the effectiveness of government for County constituents; and

WHEREAS, the College currently has an agreement for food services and vending with Sodexo Operations, LLC (“Sodexo”) which accounts for the addition of individual and satellite sites, and the College utilizes this to provide services to the County which needed a proven and reliable food and vending management service and the County has found Sodexo to be such; and

WHEREAS the Board of Trustees of Camden County College approved Resolution FY2021-105 awarding a one-year Shared Service Agreement for the period July 1, 2020 through June 30, 2021 for the College to provide such services to the County at Camden City Hall utilizing that Sodexo contract for which the County paid a management fee of \$25,000.00; and thereafter, the Board approved Resolution FY2022-32 awarding a one-year Shared Service Agreement for the period July 1, 2021 through June 30, 2022 for the College to such management services to the County at the Camden City Hall building utilizing that Sodexo contract and with the County paying that same fee; and again the Board approved Resolution FY2023-35 awarding a one-year Shared Service Agreement for the period July 1, 2022 through June 30, 2023 for the College to provide the same services for the same fee; and

WHEREAS, the County now desires to have the College extend the provision of such services to include the Hall of Justice and therefore seeks hereby to amend the Shared Service Agreement to include such food service operations at the Hall of Justice at a cost of \$833.00 per month to be paid to the College for adding this additional site for the duration of the current Shared Service Agreement, with two one-year mutual options to renew; and

WHEREAS, the County has agreed to work with the College to reduce any expense overages and is committed to the continuation of funding to the College for general expenses that would more than offset any additional cost to the College associated with servicing Camden City Hall and the Hall of Justice; and

WHEREAS, it is the recommendation of Jack Lipsett, Executive Director of Financial Administration, to award the amended Shared Services Agreement to include food service

March 7, 2023

RESOLUTION FY2023-140

operations at the Hall of Justice, for the duration of the current Shared Service Agreement, which expires June 30, 2023, with the two one-year mutual options to renew.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that the College is hereby authorized to enter into an amended Shared Services Agreement with the County of Camden to provide management, food and vending services in the Hall of Justice through its contract with Sodexo under the same terms as the previous agreement with the County and by the addition of the amendment proposed and provided by the County and accompanying this resolution;

BE IT FURTHER RESOLVED that the proper officials be and are hereby authorized on appropriate terms to execute all appropriate contracts and documents necessary to affect a Shared Services Agreement with the County of Camden and to take such actions as may be necessary and appropriate in connection herewith to effectuate this resolution of the Board of Trustees

SUMMARY STATEMENT

This resolution authorizes the College to execute the accompanying amendment to the existing Shared Service Agreement with the County so as to include such management services and food operations at the Hall of Justice for the duration of the current Shared Service Agreement for a payment of \$833.00 per month toward the costs incurred by the College for providing such services to the Hall of Justice, and with two one-year options to renew the Shared Service Agreement between the government entities. The current agreement between the College and Sodexo expires June 30, 2023.

RESOLUTION NO. FY2023-141

**RESOLUTION AUTHORIZING PARTICIPATION IN THE CAMDEN COUNTY
INSURANCE COMMISSION WORKERS COMPENSATION INSURANCE AND ITS
THE NEW JERSEY COUNTY EXCESS JOINT INSURANCE FUND COVERAGE**

WHEREAS on January 21, 2010, the Board of Commissioners of the County of Camden (the “County”) established a County Insurance Fund Commission (“CCIC”) for the purposes provided by law; and

WHEREAS the existence of the Camden County Insurance Fund Commission is providing Camden County’s various boards, agencies, authorities and commissions with the opportunity to combine resources to self-insure and/or manage their liability and casualty risks and employer insurance including workers compensation, as may be authorized; and

WHEREAS pursuant to N.J.S.A. 40A: 10:8 et seq. the County of Camden appointed Commissioners of the County Insurance Fund Commission; and pursuant to the rules and regulations adopted by the Camden County Insurance Fund Commission they are authorized to perform all the duties as set forth in N.J.S.A 40A:10-10 and all applicable rules and regulations; and

WHEREAS the participating county member entities have representation on the safety committee and the advisory committee established by the Camden County Insurance Fund Commission; and the CCIC as a founding member in the **NEW JERSEY COUNTIES EXCESS JOINT INSURANCE FUND** can enjoy and obtain for its members the purchasing power and efficiencies of excess insurance coverage and administration operated and created for the TEN counties plus 25 of their affiliate agencies which are now participating in that Fund and coverages, reserves, services and dividends having been found to be superior and an Indemnity and Trust Agreement having been required of all participants; and

WHEREAS the Camden County College Board of Trustees having determined repeatedly that it is in the best interest of the College to renew its membership in the Camden County Insurance Fund Commission and to secure the benefits of cooperative insurance purchasing through this State approved joint insurance fund and most recently having again done so on September 14, 2021 in Resolution 2022-21 so that the College is committed to membership in the Camden County Insurance Fund Commission shall be for a period of three (3) years from January 1, 2022 to December 31, 2024;

WHEREAS, when the College joined the CCIC, the only insurance it has that it has not participated in through the CCIC has been Workers Compensation coverage which it continued in its participation with the New Jersey Community College Insurance Pool (NJCCIP) which the College joined June 1, 1995 and at the time consisted of sixteen county colleges whose state approved insurance pool only purchased and managed workers compensation for CCC at a very good premium rate and for which this College executed an Indemnity and Trust Agreement; and

WHEREAS, the New Jersey Counties Excess Joint Insurance Fund has now made a proposal to have the Workers Compensation coverage included in the CCIC & NJCEL JIF coverages and have done so with superior coverage at the rate next year (July 1, 2023-June 30, 2024) which is currently being charged by the NJCCIP for the prior year (July 1, 2022- June 30, 2023, namely \$260,000.00; and

March 7, 2023

RESOLUTION NO. FY2023-141

WHEREAS, the College staff participating having reviewed the proposal and having considered all factors involved, including administration, safety training, claims handling, long-term risk and indemnification, reserves and excess coverages, dividends and service to and for both employees and the College; and

WHEREAS, the transition to include the Workers Compensation in the CCIC/ NJCEL JIF cooperative pool and to serve notice of withdrawal from the NJCCIP effective June 30, 2023 (90 day minimum notice) as being the most advantageous for the College now and projecting forward is hereby recommended by Cecilia Murphy, Risk Management Coordinator, Legal and Insurance Department, Karl McConnell, General Counsel, Kathleen Kane, Executive Director of Human Resources, and Helen Antonakakis, Executive Director of Finance and Planning as the most advantageous for the College and effectively the lowest responsible quotation, price and other factors considered; and

NOW THEREFORE BE IT RESOLVED by the Camden County College Board of Trustees as follows:

that the College accept the proposal to participate in Workers Compensation coverages through its participation in the CCIC & NJCELJIF for its coming next coverage period; and

that the College is directed to serve Notice of Withdrawal to NJCCIP for June 30, 2023.

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to execute any agreement, including an indemnity and trust agreement, or other documents required by the Camden County Insurance Fund Commission to affect the purposes of this resolution.

I hereby certify that the above accurately reflects the Resolution approved by the Board of Trustees of Camden County College in a duly advertised and properly held regular Public Meeting on the 7th day of March 2023.

Camden County College Board of Trustees

Name: Anthony Maressa

Title: Secretary

Attest:

Name: Leeann Rinaldi

SUMMARY STATEMENT

This resolution authorizes ceasing membership in the NJCCIP and serving required Notice immediately, and obtaining succeeding Workers Compensation through the Camden County Insurance Commission and the NJ Counties Excess Joint Insurance Fund which staff believes will provide superior communication, safety training and responsiveness for the workers compensation coverage. In addition, it provides superior long-term protection from claims and the long-line symptomology and risks as a sequela of Covid-19 as well as a growing pool of participant, even aside from the finding of a lower responsible quotation.

March 7, 2023

RESOLUTION NO. FY2023-142

**RESOLUTION APPROVING A COLLECTIVE NEGOTIATIONS AGREEMENT
WITH THE MAINTENANCE UNIT OF THE NJEA SUPPORT STAFF UNION**

WHEREAS, Camden County College is governed by the Board of Trustees of the institution pursuant to N.J.S.A. 18A:64A-11; and pursuant to N.J.S.A. 18A:64A-12, the Board of Trustees is empowered upon recommendation by the President to employ members of the maintenance support staff and to fix their compensation and terms of employment; and

WHEREAS, members of the College's maintenance support staff are represented for purposes of collective negotiations by the NJEA Support Staff Association; and the Board of Trustees approved a collective negotiations agreement with the NJEA Support Staff - Maintenance unit for the period July 1, 2013 through June 30, 2017; and has since authorized its agents to engage in good faith negotiations for a successor agreement with the Maintenance Unit for the period after that date; and

WHEREAS the College's negotiating team has continuously since that time and through the pandemic engaged in negotiations, and has finally reached terms that it could recommend which both sides executed and which the College's negotiators were now informed was ratified by the union membership that would be required to do so to make this binding; and

WHEREAS the College's negotiators, namely Karl McConnell, General Counsel, Kathie Kane, Executive Director of Human Resources, Jack Lipsett, Executive Director of Financial Administrative Services, and Special Counsel Michael DiPiero of Brown & Connery hereby recommend to the Board to ratify the successor terms and agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby approves a successor collective negotiations agreement between the College and the NJEA Support Staff – Maintenance in accord with the terms stated in the Memorandum of Agreement of February 20, 2023 *as attached hereto*; and

BE IT FURTHER RESOLVED that the President and Board members are authorized and directed to execute, codify and implement these terms and conditions and amendments to create the successor collective negotiations agreement.

SUMMARY STATEMENT

This resolution approves and authorizes the College to enter into a new collective negotiations agreement with the Maintenance Unit of the Support Staff Union which is affiliated with the NJEA for the period July 1, 2017 through June 30, 2027. The attached changes are as recited on the accompanying MOA signed by the negotiating teams.

March 7, 2023

CAMDEN COUNTY COLLEGE BOARD OF TRUSTEES (BOARD)
and
CAMDEN COUNTY COLLEGE SUPPORT STAFF ASSOCIATION/MAINTENANCE
EMPLOYEES (UNION)
MEMORANDUM OF AGREEMENT

The College and the Union agree that the following sets forth the material terms to be recommended for approval by the Board and for ratification by the membership of the Association as follows:

1. This Agreement becomes binding only upon ratification by both Parties; and
2. All of the Undersigned hereby agree to publicly and privately to recommend its ratification and to take all proper action necessary to assure same; and
3. All proposals not referenced herein are withdrawn; and
4. The parties agree that the attached are the items between them that have been agreed to as changes to the provisions of the current Collective Negotiations Agreement (CNA); and
5. Except as set forth below and attached items, it is the intention of the parties that all other items remain the same as in the expired agreement, except for grammar or typographical, or legal corrections that the parties find or deem appropriate to make; and
6. Except as otherwise explicitly indicated, this agreement shall be in effect following mutual ratification for the period beginning following mutual ratification thru July 1, 2017 thru June 30, 2027; and
7. The language of the Collective Negotiations Agreement shall consist of the same language as that expiring except for that changed as follows; and the sections and pages appropriately renumbered.
8. Article II – Recognition. The term "employees" as used in this Agreement shall include all maintenance unit employees, ~~boiler operators, mechanics, and painters.~~ "Bargaining" was changed to "negotiating" throughout the Agreement.

The College shall not employ more than four (4) temporary employees in job categories ~~that exceed in number twenty percent (20%)~~ of bargaining unit members covered by this agreement excluding capital improvement projects. This number may be exceeded only in emergencies for the period needed to address that emergency.

je

9. Article VII – Agency Shop. Changed to Authorized Deductions. Delete A&B.

Representation Fee

A. ~~Purpose of Fee: If an employee does not become a member of the Association during any membership year (i.e., from July 1 to the following June 30) which is covered in whole or in part by this Agreement, said employee will be required to pay a representation fee to the Association for that membership year. The purpose of this fee will be to offset the employee's per capita cost of services rendered by the Association as majority representative.~~

B. ~~Amount of Fee/Notification: The Union shall certify to the College in writing, the current rate of its membership dues, and any changes in dues rates shall be provided to the College thirty (30) days in advance of the effective date of such change. The representation fee to be paid by non-members will be determined by the Association in accordance with the law.~~

B. The Union shall indemnify, defend and save the College harmless against any and all claims, demands, suits or other forms of liability that shall arise out of or by any reason of action taken by the College in reliance upon this provision or the deduction authorization forms submitted.

10. Article XI – Grievance Procedure. *Step 1* Between the aggrieved employee and the steward on the one hand and the immediate supervisor on the other hand. If no satisfactory agreement is reached between them in three (3) working days, eight (8) hours, the grievance shall be reduced to writing and referred to: *Step 2* The Union Chief Shop Steward and the Steward, or their designees, on the one hand, the Director of Facilities ~~the Physical Plant~~ and the supervisor, or their designees, on the other hand. If no satisfactory agreement is reached between them within five (5) working days, the matter will be referred to:

11. Article XIII – Seniority. *Section 2* For the purposes of seniority and layoffs, Carpenters; Electricians; Plumbers; and General Maintenance employees, ~~Boiler Operators, Mechanics, and Painters~~ shall be ~~four~~ separate units. *Section 12* Seniority shall cease upon voluntary termination, discharge for just cause and failure to return to work when recalled or expiration of time limit on recall rights. *Section 14* An employee inducted or called for active military duty in any branch of the United States Armed Forces, shall be granted military leave without pay in accordance with applicable law.

12. Article XIV – Hours and Overtime. *Section 1* The standard work week will be forty (40) hours per week, eight (8) hours per day, five (5) days per week between the hours of 7:00 am and 3:00 pm, Monday thru Friday. The College may vary this schedule via a minimum of 2-weeks' notice to the affected employees(s). Variation from the standard work week may occur only when related work responsibilities cannot be fulfilled efficiently during the standard work week. Such variation will not exceed a period of ten (10) consecutive working days unless the affected employee(s) and the College mutually agree to extend the above-noted period via mutual consent. Variation from the standard work week will not exceed a maximum of six (6) occurrences per academic year. The standard work week shall be forty (40) hours per week, eight (8) hours per day, and five (5) days per week from Monday through Friday. The College may vary these hours by mutual consent between the College and the employee or for any new or vacant position. Prorated portions of annual salaries will be paid by check every other week. There shall be no payroll advances. *Section 2* The Union shall be notified of any proposed changes in the above working schedule at least two full weeks prior to any change taking effect. Any difference or disputes concerning any such proposed changes shall be handled through the grievance procedures. *Section 3* All work performed in excess of 8 hours in a single day, or in excess of 40 hours in a given week and all work performed on a sixth day shall be compensated at one and one-half times (1 ½) the regular straight time rate. Double time shall be paid for all work performed on a seventh day provided that the employee works on the sixth

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day preceding it. For employees whose seventh day falls on a Sunday, double time shall be paid for hours worked only when called in by the College in cases of emergency and provided that the employee did not turn down overtime offered on the sixth day preceding it. Work performed on listed holidays shall be paid as double time and one-half (2 ½), which shall include all remuneration including pay for the holiday and the overtime premium pay. Section 4 If classes are cancelled for weather related reasons, this same policy shall also apply to employees. All personnel who are required to work on a day when classes are cancelled for weather related reasons will receive their regular day's pay and in addition will receive straight time for all hours worked. Employees who are not required to work on a day when classes are cancelled due to weather will receive their regular day's pay. When classes are cancelled employees will work their regular hours for their regular pay. Section 6 The College may require the services of employees in the bargaining unit in the case of an emergency such as snow removal, flood or other "Act of God" to protect the property of the College and to permit the College to function. Employees who are called in on an emergency basis are to receive minimum of four (4) hours pay unless the hours are adjacent to the employee's regular shift, in which case the employee shall be paid time and one-half.

There shall be no pyramiding of overtime.

13. Article XV – Promotions and Posting of Vacancies. *Section 1* It is the policy and intention of the College to provide advancement opportunities to upgrade its employees. Job vacancies for permanent or new positions will be posted for a period of not less than three (3); but not more than five (5) working days exclusively within the College for the information of the employees. The posting will include, but not be limited to, a general summary of the major duties expected of the position, as well as the salary range.
14. Article XIX - Wash Up Time. Article removed.
15. Article XX – Vacations. *Section 1* #11 - Remove “Effective January 1, 2014” as it relates to the 403(b) retirement account for payout. *Section 2* On July 15 of each year, employees will receive a memorandum from the Human Resources Office advising them of the number of personal days, sick days and vacation days they have remaining. Additionally, it is agreed that the Human Resources Office will notify, in writing, any employee who is in danger of losing time at least sixty (60) days prior to the end of the fiscal year. All employees shall be provided access to their accumulated vacation time upon which they may rely with regard to use or lose of such time in accordance with College procedures.
16. Article XXI – Holidays. *Section 1* Juneteenth added
17. Article XXII – Sick Leave. A.6. Reference to probationary and probationary period removed. Section E “Effective January 1, 2014” was removed as it relates to the 403(b) retirement account for payout.
18. Article XXVI – Jury Duty. An employee who is required to be absent from his/her scheduled work in order to serve jury duty, shall receive from the College the difference between the daily jury duty pay and the amount payable at his/her regular straight time earning for a normal work day.

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19. Article XXVIII – Hospitalization and Prescription Plans. Section B. “Effective July 1, 2013” was removed as it relates to employees who have opted out. Section E. The College shall continue providing Association members with a flexible spending account. ~~Beginning January 1, 2014, The College will contribute \$500 to each FSA account each year and members may at their option make additional contributions. The College will match a member’s contribution over \$500 on a dollar for dollar basis up to \$600 per year in accordance with tax laws and IRS regulations, six hundred dollars (\$600) each calendar year. Association members may add voluntary contributions on a pre-tax basis.~~
20. Article XXX – Dental Insurance. “Effective January 1, 2014” was removed as it relates to the maximum annual benefit.
21. Article XXXI – Disability Insurance. *Section 2* “Effective July 1, 2010” was removed as it relates to the disability plan.
22. Delete any other irrelevant dates or dates that are effectively moot.
23. Article XXXIV – Salaries. The salary language shall be to amend Section A to provide that employees currently employed in the unit and on the payroll at the signing of this agreement shall receive:
- 2% increase to their current base salary retroactive for the period from July 1, 2017 to June 30, 2018;
 - 2% increase to their current base salary retroactive for the period from July 1, 2018 to June 30, 2019;
 - 2% increase to their current base salary retroactive for the period from July 1, 2019 to June 30, 2020;
 - 2% increase to their current base salary (not retroactive) for the period from July 1, 2020 to June 30, 2021;
 - 2% increase to their current base salary retroactive for the period from July 1, 2021 to June 30, 2022;
 - 2% increase to their current base salary retroactive for the period from July 1, 2022 to the date of payment ~~June 30, 2023~~;
 - 2% increase to their current base salary for the period July 1, 2023 to June 30, 2024;
 - 2% increase to their current base salary for the period July 1, 2024 to June 30, 2025.
 - 2% increase to their current base salary for the period July 1, 2025 to June 30, 2026.
 - 2% increase to their current base salary for the period July 1, 2026 to June 30, 2027.

Effective at the signing of the agreement the College will pay each member a one-time retention bonus of \$1,000 not added to base.

Section B. Full-time salaries for employees hired on or after July 1, 2017 shall be compensated under the following schedule (salaries for part-time positions will be adjusted proportionately):

	7/1/2017- 6/30/2018	7/1/2018- 6/30/2019	7/1/2019- 6/30/2020	7/1/2020- 6/30/2021	7/1/2021- 6/30/2022	7/1/2022- 6/30/2023	7/1/2023- 6/30/2024	7/1/2024- 6/30/2025	7/1/2025- 6/30/2026	7/1/2026- 6/30/2027
Maintenance	\$56,081	\$57,202	\$58,346	\$59,513	\$60,703	\$61,918	\$63,156	\$64,419	\$65,707	\$67,022
Carpenter	\$56,081	\$57,202	\$58,346	\$59,513	\$60,703	\$61,918	\$63,156	\$64,419	\$65,707	\$67,022
Electrician	\$56,081	\$57,202	\$58,346	\$59,513	\$60,703	\$61,918	\$63,156	\$64,419	\$65,707	\$67,022
Plumber	\$56,081	\$57,202	\$58,346	\$59,513	\$60,703	\$61,918	\$63,156	\$64,419	\$65,707	\$67,022

24. Article XXXVIII – Meal Compensation. Article removed.

25. Article XXXIX – Union Rights. Section C Duty was changed to Duly (typo)

This Agreement, resulting in these five (5) pages of contract changes, shall remain in full force and effect to and including June 30, 2027.

For the Union:

For the College:

James E. Cadogan
John Murphy
William F. [Signature]

My F. R.
Kathleen M. Kane
John [Signature]

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RESOLUTION NO. FY2023-143

**RESOLUTION ACCEPTING QUARTERLY FINANCIAL REPORT
FOR THE PERIOD ENDING DECEMBER 31, 2022**

WHEREAS, it is the policy of the Board of Trustees to have a financial report prepared at the close of each quarter and submitted to the Board; and

WHEREAS, the attached report is submitted for the Quarter ending December 31, 2022; and

WHEREAS, the report presents operating results for the period as well as year-to-date performance including: a comparison of revenue – budget-to-actual for Q2 FY2023; revenues – FY2023 compared to FY2022; expenditures – budget to actual for Q2 FY2023; expenditures – FY2023 compared to FY2022; projections year-end FY2023 and a summary; and

NOW THEREFORE BE IT RESOLVED by the Board of Trustees hereby accepts the financial report for the period ending December 31, 2022 as submitted

SUMMARY STATEMENT

This resolution authorizes the acceptance of the financial report for the second quarter of fiscal year 2023, ending December 31, 2022.

March 7, 2023

Camden County College
Board of Trustees Quarterly Financial Report
Q2 – FY2023 – December 31, 2022

This report contains results for the quarter ending December 31, 2022. It was presented at the February 23, 2023 meeting of the Business Affairs and Campus Development Committee and the March 7, 2023 Board of Trustees meeting. It includes performance for the second quarter and year-to-date along with year-end projections.

Revenues – Budget vs. Actual Q-2 FY2023

Second quarter revenues were approximately \$2.2 million under budget. Although revenue from tuition and fees were higher for this quarter, miscellaneous revenue was lower. The timing of the State and County aid disbursement schedule also contributed to this variance.

Revenues – FY2023 vs. FY2022

Year over year-to-date revenue for the second quarter was down by \$8,434,384. The State and County aid disbursement timing contributed \$2,811,405 to this variance. Miscellaneous revenue was down by \$7.2 million. It is important to note that last year's miscellaneous revenue included \$6.0 million lost revenue that was recovered through CARES grants. Revenues from tuition and fees as well as revenue from Continuing Education were up for this quarter.

Expenditures – Budget vs. Actual Q-2 FY2023

Expenditures were \$2.5 million under budget for the second quarter. The variance includes decreases in all expense categories as a result of moving COVID-related salaries and expenses to the CARES grants.

Expenditures - FY2023 vs. FY2022

Overall, expenses were up approximately \$1.2 million for the period between FY2022 and FY2023. The majority of the increase, approximately \$1 million, was in salaries and was attributed to this year's related lower COVID salaries that could be transferred to the CARES grants.

Projections Year-End FY2023

The report contains year-end projections on actual financial activity for the first 6 months of the fiscal year plus projected for remainder of FY2023. While estimates, these projections were prepared in order to better inform the Board of Trustees of anticipated changes in activity, both positive and negative. This information will be helpful in identifying issues that arise during the fiscal year and help the College respond accordingly by developing action plans to minimize future consequences.

Although, lower than last year, the administration transferred all COVID related expenses to CARES grants. Furthermore, CARES funding was used to cover tuition discounts.

This budget included \$1,089,862 in debt service payment to the County which represents 20% of the College's portion of the debt service payment. The County forgave the debt service payment from FY2015 to FY2022.

Based on the results of the second quarter, the administration is projecting a net shortfall of approximately \$2.8 million, down from the original projection of \$5 million. It is important to mention that since the original projection was made, the deadline for CARES funding was extended by one year.

Summary

The FY2023 Operating Budget included a transfer of \$5 million from the FY 2022 surplus. Due to the CARES funding extension and the increase in credit enrollments, the administration was able to reduce the anticipated deficit to \$2.8 million.

CAMDEN COUNTY COLLEGE
Board of Trustees Quarterly Financial Report

Board of Trustees Minutes Attachment #5195L

Qtr 2 - FY2023

Current Period							Year-to-Date					Year Over Year to Date				
					% of					% of						2023
	Original Budget	Revised Budget	Actual	Variance	Revised Budget	Original Budget	Revised Budget	Actual	Variance	Revised Budget	Year-End Projection	2022 Actual	2023 Variance	Var %	Projected vs. Revised Budget	
Revenues																
State Aid	2,400,724	2,400,724	1,696,277	(704,447)	70.66%	9,602,894	9,602,894	4,350,818	(5,252,076)	45.31%	10,287,786	4,944,603	(593,785)	87.99%	(684,892)	
County Aid	3,187,500	3,187,500	1,053,238	(2,134,262)	33.04%	12,750,000	12,750,000	5,054,520	(7,695,480)	39.64%	12,638,856	7,272,140	(2,217,620)	69.51%	111,144	
Credit Tuition	4,125,000	4,125,000	6,787,665	2,662,665	164.55%	16,500,000	16,500,000	15,261,252	(1,238,748)	92.49%	17,000,000	14,571,467	689,785	104.73%	(500,000)	
Credit Fees	2,125,000	2,125,000	2,840,603	715,603	133.68%	8,500,000	8,500,000	7,744,464	(755,536)	91.11%	8,600,000	7,503,816	240,648	103.21%	(100,000)	
Continuing Ed	653,750	653,750	359,967	(293,783)	55.06%	2,615,000	2,615,000	2,174,215	(440,785)	83.14%	3,000,000	1,520,687	653,528	142.98%	(385,000)	
Miscellaneous Revenue	3,645,963	3,645,963	1,196,754	(2,449,209)	32.82%	9,500,000	9,500,000	2,308,447	(7,191,553)	24.30%	8,000,000	9,515,387	(7,206,940)	24.26%	1,500,000	
Total Revenues	16,137,937	16,137,937	13,934,504	(2,203,433)	86.35%	59,467,894	59,467,894	36,893,716	(22,574,178)	62.04%	59,526,642	45,328,100	(8,434,384)	81.39%	(58,748)	
Expenditures																
Salaries	8,865,296	8,847,356	8,205,282	642,074	92.74%	35,461,044	35,389,284	17,055,105	18,334,179	48.19%	33,900,000	16,037,972	1,017,133	106.34%	1,489,284	
Benefits	3,276,425	3,276,425	2,706,748	569,677	82.61%	13,105,700	13,105,700	5,124,756	7,980,944	39.10%	13,105,550	5,091,668	33,088	100.65%	150	
Contractual Services	1,956,320	1,972,340	1,315,955	656,385	66.72%	7,825,239	7,889,317	3,521,071	4,368,246	44.63%	7,000,000	3,270,470	250,601	107.66%	889,317	
Supplies	514,108	518,735	419,439	99,296	80.86%	2,056,330	2,074,843	752,292	1,322,551	36.26%	1,500,000	697,226	55,066	107.90%	574,843	
Utilities	839,057	836,932	619,100	217,832	73.97%	3,356,211	3,347,711	1,362,505	1,985,206	40.70%	3,500,000	1,502,930	(140,425)	90.66%	(152,289)	
Other Expenses	681,711	678,865	353,198	325,667	52.03%	2,726,717	2,715,336	1,281,822	1,433,514	47.21%	3,300,000	1,288,128	(6,306)	99.51%	(584,664)	
Capital	5,125	7,388	2,753	4,635	37.26%	20,500	29,550	2,753	26,797	9.32%	29,550	-	2,753		0	
Total Expenditures	16,138,042	16,138,041	13,622,475	2,515,566	84.41%	64,551,741	64,551,741	29,100,304	35,451,437	45.08%	62,335,100	27,888,394	1,211,910	104.35%	2,216,641	
Net	(105)	(104)	312,029			(5,083,847)	(5,083,847)	7,793,412			(2,808,458)	17,439,706			(2,275,389)	

RESOLUTION NO. FY2023-144

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR
NURSING SIMULATION CENTER RENOVATIONS AT POLK HALL, BLACKWOOD
CAMPUS CAMDEN COUNTY COLLEGE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Nursing Simulation Center Renovations at Polk Hall, Blackwood Campus, Camden County College**, Bid #FY23ITB-19 and responsive bids were received as noted below; and

WHEREAS, it is the recommendations of the College's architect, John F. Wright, Principal of Spiegle Architectural Group, Inc., and of the College's consultant, Michael Hagarty, Director of Planning, Construction and Maintenance for Camden County, as well as that of the College's personnel: Fathia Richardson, Director of Nursing Programs; John Steiner, Dean of Math, Science & Health Careers; Dr. David Edwards, Executive Vice President for Academic Affairs; Melissa Manera, Manager of Purchasing; and Jack Lipsett, Executive Director of Financial Administration, to award a contract to **Levy Construction Co.**, as set forth below as the lowest responsible responsive bidder; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds in accounts #9250511-300170, #9220517-500200, #9240633-503215, #9240513-500500, #9240633-607020, #9240513-607030 and #9240633-608021.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the aforementioned **Bid #FY23ITB-19 for Nursing Simulation Center Renovations at Polk Hall, Blackwood Campus, Camden County College** be and is hereby **AWARDED** to **Levy Construction Co.**, in the amount of **\$2,465,600.00 which is inclusive of the Owner's General Allowance of \$60,000.00** pursuant to the terms and conditions advertised for the bid; and the Board hereby rejects all other bids; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate or document all appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements to make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution, based *inter alia* on the architect's recommendation which is attached, awards the contract to **Levy Construction Co.**, in the anticipated amount of \$2,465,600.00 which is inclusive of the Owner's General Allowance of \$60,000.00 for the Nursing Simulation Center Renovations at Polk Hall, Blackwood Campus, Camden County College. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary.

March 7, 2023

Bid Response
for
Nursing Simulation Center Renovations at
Polk Hall, Blackwood Campus, Camden County College
(Bid #FY23ITB-19)

Bidders:	Base Bid:	Owner's General Allowance:	Grand Total:
G. Meyer Group Manasquan, NJ	\$2,663,510.00	\$60,000.00	\$2,723,510.00
Joseph Porretta Builders Hammonton, NJ	\$2,458,774.00	\$60,000.00	\$2,545,774.00
Kavi Construction Berlin, NJ	\$2,540,000.00	\$60,000.00	\$2,600,000.00
Levy Construction Co. Oaklyn, NJ	\$2,405,600.00	\$60,000.00	\$2,465,600.00



PEOPLE
PASSION
PURPOSE

February 28, 2023

Mr. Michael Hagarty
Director of Facilities Planning, Construction and Maintenance
Camden County College
200 College Drive
Blackwood, New Jersey 08012
1-856-227-7200 x4108

RE: **NURSING SIMULATION CENTER RENOVATIONS AT
POLK HALL**
CCC Bid No. FY23ITB-19
Commission No. 21U026

Dear Mr. Hagarty:

Pursuant to the bid opening for the Nursing Simulation Center Renovations at Polk Hall project, held on Thursday, February 16, 2023 at 2:00 PM in the College Purchasing Department in Roosevelt Hall, the lowest responsible bid was received from **Levy Construction**, with a submitted bid of **\$2,465,600.00**.

Levy Construction has successfully completed several higher education projects, has a good reputation within the industry and surrounding communities, and their references provide positive commentary on their performance.

After review and acceptance of the referenced bid by your legal counsel, we recommend award of the contract to;
Levy Construction
134 Cuthbert Boulevard
Audubon, New Jersey 08106-1066
1-856-547-0707

Please feel free to contact me with any questions.

Sincerely,

SPIEZLE ARCHITECTURAL GROUP, INC.



John F. Wright AIA, LEEDap
Principal

RESOLUTION NO. FY2023-145

**RESOLUTION AWARDING CONTRACT AFTER PUBLIC BIDS FOR MAILHOUSE SERVICES
FROM THE DEPARTMENTAL VENDOR OF CHOICE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised for bids for **Mailhouse Services** twice as Bid #FY23ITB-16 and #FY23ITB-21 and received no valid bids either time on either of the bid processes; and

WHEREAS, the Publications and Creative Services Department by Stacey Matteo-Maier, Web Specialist, has made or caused to be made a reasonable effort to determine that the same or equivalent materials or supplies are not readily available at a cost lower than the negotiated price from any local agency of the United States, the state or the county or any nearby municipality; and

WHEREAS, it is the recommendation of Stacey Matteo-Maier, Web Specialist, Publications and Creative Services; Jack Lipsett, Executive Director Financial Administrative Services and Melissa Manera, Manager of Purchasing to award a negotiated contract as identified below as being the departmental vendor of choice. The selection of the departmental vendor of choice was based upon terms for the negotiated contract (#FY23NG-17) for the bid items that received no responsive bids on both occasions (FY23ITB-16 and FY23ITB-21). The selection of the departmental vendor of choice was selected based upon the terms, conditions, restrictions and specifications for the negotiated contract items and are not substantially different from those which were the subject of the aforesaid bids with the vendor of choice respectively; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified the availability of funds on an as-needed basis in account #164689-62419. Funding in FY2024 is subject to the availability of funds; and is conditioned upon the contract, which shall reflect that it is conditional pursuant to N.J.S.A. 18A:64A-25.28(q) and contains an appropriate cancellation clause; and

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the negotiated contract #FY23NG-17 for **Mailhouse Services** be and is hereby AWARDED to the departmental vendor of choice: **CJ Springfield Services, Inc. t/a (SBSC) Small Business Service Center** in the anticipated amount of **\$12,000.00 annually on an as-needed basis** with terms commencing **March 8, 2023 through January 31, 2025** pursuant to the terms and conditions for the negotiated contract; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards the negotiated contract to the departmental vendor of choice: CJ Springfield Services, Inc. t/a (SBSC) Small Business Service Center for mailhouse services which received no bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c) on an as-needed basis. These services are required during the period of March 8, 2023 to January 31, 2025 in the anticipated amount of \$12,000.00 annually for the two-year period. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary. **This resolution requires a two-thirds affirmative vote of the authorized membership of the Board.**

March 7, 2023

Negotiated Response
For
Mailhouse Services
(#FY23NG-17)

Negotiated Vendor of Choice:	Interior Windows	Interior Windows	Tabloid Mailings	Tabloid Mailings	Anticipated Total
CJ Springfield Services, Inc. t/a (SBSC) Small Business Service Center 122 E. Kings Hwy. Maple Shade, NJ 08052	Year 1: \$3,981.60	Year 2: \$3,981.60	Year 1: \$8.00/ Thousand	Year 1: \$8.00/ Thousand	Year 1: \$12,000.00 Year 2: \$12,000.00

RESOLUTION NO. FY2023-146

**RESOLUTION REJECTING BID SUBMISSIONS AFTER PUBLIC BIDS FOR
UNIFORMS AND RELATED SUPPLIES FOR PUBLIC SAFETY AND FACILITIES II AND
AUTHORIZING PURCHASE FROM DEPARTMENTAL VENDOR OF CHOICE**

WHEREAS, purchasing and contracting by Camden County College is governed by the County College Contracts Law, N.J.S.A. 18A:64A-25.1, *et seq.*; and the College publicly advertised twice for bids for **Uniforms and Related Supplies for Public Safety and Facilities II**, Bid #FY23ITB-24; and

WHEREAS, the bid submissions from Hero Outfitters, LLC and Smart Stitch were rejected as both companies failed to submit the required Addendum Acknowledgement; and the bid from Municipal Emergency Service, Inc. was rejected as the vendor will not meet the specification for onsite fittings or for bids on all of Bid Base C, and the department chooses to award as a whole; and

WHEREAS, the Facilities Department by Michael Calabrese, Building Operations Manager has determined that the same or equivalent materials or supplies are not readily available at a cost lower than the negotiated price from any local agency of the US, state, county, or nearby municipality; and

WHEREAS, it is his, Melissa Manera, Manager of Purchasing and Jack Lipsett, Executive Director of Financial Administration recommendation to award a negotiated contract to a vendor of choice (#FY22NG-30) for Bid Base C that received no responsive bids on both occasions (FY23ITB-17 and FY23ITB-24). The selection of the vendor was as required by statute, selected based upon the terms, conditions, restrictions and specifications for the contract items and not substantially different from those of the aforesaid bids respectively; and

WHEREAS, Helen Antonakakis, Executive Director for Finance and Planning, has certified that funding is available in accounts #164680-52412 and 164683-52412.

NOW, THEREFORE, BE IT RESOLVED by the BOARD OF TRUSTEES that the negotiated contracts for **Uniform and Related Supplies for Public Safety & Facilities II** be and are hereby AWARDED to Alko Distributors, Inc. in the anticipated amount of \$25,000 during the period of **March 8, 2023 through February 28, 2025** on an as-needed basis; and

BE IT FURTHER RESOLVED that the proper officers of the College are authorized to negotiate the appropriate further terms and execute all such documents or other instruments and to make appropriate arrangements and/or receive or make payments to effectuate this resolution of the BOARD OF TRUSTEES.

SUMMARY STATEMENT

This resolution awards the negotiated contract to Alko Distributors, Inc. as the departmental vendor of choice for items that received no responsive bids twice pursuant to N.J.S.A. 18A: 64A-25.5(c). These uniforms and related supplies are required on an as-needed basis during the period of March 8, 2023 through February 28, 2025 in the anticipated aggregated amount of \$25,000.00. To the extent it does otherwise, or fails to do so, it is hereby corrected by the summary. **This Resolution requires eight (8) affirmative votes of the membership of the Board.**

March 7, 2023

RESOLUTION NO. FY2023-147

RESOLUTION AUTHORIZING PERSONNEL ACTIONS

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the President of Camden County College is empowered to nominate to the Camden County College Board of Trustees personnel for employment by Camden County College; and

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 §(f) and §(g), the Camden County College Board of Trustees is authorized to appoint such personnel upon the recommendation of the President of the College, with such terms of employment as the Board of Trustees shall determine; and

WHEREAS, the Board of Trustees has determined that it is in the best interests of Camden County College to take the personnel actions so recommended;

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of Camden County College that it hereby accepts and approves the personnel actions per the attached schedule as submitted by the President, and

BE IT FURTHER RESOLVED that the proper officers of Camden County College are hereby authorized to sign and execute such contracts or take such other actions as may be necessary and appropriate in connection herewith, and to make payments of salary and benefits and fulfill other terms of employment as appropriate in accordance herewith.

March 7, 2023

PERSONNEL RECOMMENDATIONS

New Hires

Jeffrey Grace

Community Service Officer
Public Safety
Effective March 13, 2023

James Palmer

Senior Enterprise Programmer/Analyst
Office of Information Technology
Effective March 13, 2023

Promotions

Jeffrey Edwards

From Student Support Services Success Coach, Permanent part-time
To Director of Student Support Services, Acting
Student Affairs
Effective March 13, 2023

Martine Howard

From Associate Professor
To Interim Dean of Liberal Arts & Professional Studies
Effective March 20, 2023

Derena Shafer

From Director of Career Services
To Director of Academic Advisement & Retention, Acting
Effective March 13, 2023

Salary Changes

Alison Bombara

Senior Research Analyst
Institutional Advancement
Effective March 13, 2023

Rebecca Sheppard

Dean, Institutional Research
Institutional Advancement
Effective March 13, 2023

Separations

Ashley Amoriello

Director
Academic Advisement & Retention
Effective March 7, 2023

Linda Bacha

Associate Professor
Biology
Effective June 30, 2023

Michael Nester

Dean
Liberal Arts & Professional Studies
Effective March 10, 2023

RESOLUTION NO. FY2023-147-1

Steven Serrano
Supervisor
Public Safety
Effective February 15, 2023

Leaves

Arlene Barker
B Secretary
Liberal Arts & Professional Studies
Effective February 1, 2023 – January 31, 2024

Orlando Cuevas
Executive Director
Public Safety & Regional Emergency Training Center
Effective January 10, 2023 – January 9, 2024

Richard Erskine
Multimedia Specialist
Office of Informational Technology
Effective February 11, 2023 to April 10, 2023

Nicole Pomales
Workforce Training Job Developer
School, Community and Workforce Training Programs
Effective February 24, 2023 – March 31, 2023

Bobby Todd
Public Safety Officer
Public Safety
Effective January 31, 2023 – March 27, 2023

Government Services Division

Reassignments/Transfers

Rickey Gibson
From Government Services Officer-LEO, Temporary part-time
To Government Services Officer-LEO, Permanent part-time
Financial Administrative Services
Effective March 13, 2023

Kenneth Hearne
From Government Services Officer-LEO, Temporary part-time
To Government Services Officer-LEO, Permanent part-time
Financial Administrative Services
Effective March 13, 2023

Michael Killebrew
From Government Services Officer, Temporary part-time
To Government Services Officer, Permanent part-time
Financial Administrative Services
Effective March 13, 2023

Louella Sadler
From Government Services Officer, Temporary part-time
To Government Services Officer, Permanent part-time
Financial Administrative Services
Effective March 13, 2023

RESOLUTION NO. FY2023-147-1

Separation

Timothy Roehr

Government Services Officer-Military
Financial Administrative Services
Effective February 14, 2023

RESOLUTION NO. FY2023-148

**RESOLUTION TO ACKNOWLEDGE AND COMMEND BOARD OF TRUSTEES
MEMBER ANTHONY J. MARESSA FOR SERVICE AND DEDICATION TO CAMDEN
COUNTY COLLEGE**

WHEREAS, pursuant to N.J.S.A. 18A:64A-12 § (o), the Camden County College Board of Trustees is authorized to enact such rules, regulations and commendations as may be appropriate for the maintenance and operation of the College; and

WHEREAS, Anthony J. Maressa earned an Associate Degree in Liberal Arts in the second graduating class from Camden County College in 1968; and

WHEREAS, Mr. Maressa later earned both a Bachelor of Arts degree in Political Science from Glassboro State College and a Juris Doctor degree from Delaware Law School/Widener University; and

WHEREAS, in February of 1998, the Camden County Board of Commissioners appointed Mr. Maressa as a Trustee of the Camden County College Board, where he has served for twenty-five (25) consecutive years, and is thus one of the longest serving Trustees in the history of the College; and

WHEREAS, Mr. Maressa was chosen by his fellow Trustees to serve as Secretary to the Board, having served continuously in that capacity since November of 2014; and

WHEREAS, Mr. Maressa has served the College, this Board, the College Foundation, and the entire College community with selfless dedication and enthusiasm, and has done so in an egalitarian, gracious and informal manner towards students, staff, employees and community members.

NOW, THEREFORE BE IT RESOLVED, that on this date in lawful assembly and by unanimous affirmation the Board of Trustees of Camden County College issues a resolution of acknowledgement and commendation to

ANTHONY J. MARESSA

for his dedication to this Board, College, and community, for the spirit in which he serves, and with the firm hope that he will continue to lead us all by such example for many years to come.

SUMMARY STATEMENT

This resolution affirms and commends Board Trustee Anthony J. Maressa for 25 years of longstanding service and dedication to Camden County College and the community.

March 7, 2023