



Essex County College
Board of Trustees
PUBLIC MEETING AGENDA

November 17, 2020 – 4:30 PM

A Virtual Meeting

Dial-In Number: **1 (520) 420-9132**

*If you would like to submit Comments on Agenda Actions or Public Comments, please do
so before noon on Tuesday, November 17, 2020 as follows:*

Comments on Agenda Actions to: agendacomment@essex.edu

Public Comments to: publiccomment@essex.edu

I.	Call to Order/Roll Call	Chair M. Bolden
II.	Open Public Meetings Act Announcement.....	Mrs. J. Grimes
III.	Minutes	Mrs. J. Grimes
IV.	Communications	Mrs. J. Grimes
V.	Public Comments on Agenda Items	TBD
VI.	Annual Organization of the Board of Trustees	Mr. J. Zarra
VII.	Finance Committee Report.....	Mr. J. Zarra
3-1.1/11-2020	Authorize the Award of a Purchase for Two-Way Radio System Mobile Communications America, Inc., Spartanburg, SC Chapter XII Funded – Capital Expense	\$55,970.38
3-1.2/11-2020	Authorize the Award of a License for Zoom Webinar Zoom Video Communications, Inc., San Jose, CA COVID-19 Funded – Operating Expense	\$19,000.00
3-1.3/11-2020	Authorize the Award of a Purchase of Thermographic Cameras Johnston GP, Inc. DBA Johnston Communications (JCT Solutions), North Arlington, NJ COVID-19 Funded – Operating Expense	\$26,587.98
3-1.4/11-2020	Authorize the Award of a License for Telephone Remote Access Johnston GP, Inc. DBA Johnston Communications (JCT Solutions), North Arlington, NJ COVID-19 Funded – Operating Expense	\$1,199.50
3-1.5/11-2020	Authorize the Award of a License Renewal for Telephone System and Infotel Software Support Johnston GP, Inc. DBA Johnston Communications (JCT Solutions), North Arlington, NJ College Funded – Operating Expense	\$22,968.00

3-1.6/11-2020	Authorize the Award of a License Renewal for the College's PCs and Servers Security Protection SHI International Corporation, Somerset, NJ College Funded – Operating Expense	\$4,196.00
3-1.7/11-2020	Authorize the Award of a Maintenance Renewal for Oracle Premier Support for Systems Oracle America, Inc., Dallas, TX College Funded – Operating Expense	\$302.97
3-1.8/11-2020	Authorize the Award of a Bid for Print Shop Paper Products Paper Mart, East Hanover, NJ Paterson Card & Paper Company DBA Paterson Paper, Paterson, NJ W.B. Mason Co., Inc., Secaucus, NJ College Funded – Operating Expense	\$21,600.60 21,330.00 2,552.72 TOTAL \$45,483.32
3-1.9/11-2020	Authorize the Award of a Maintenance Renewal and a Payment of Outstanding Invoices for Copier Machine at West Essex Campus Ricoh Americas Corporation, West Caldwell, NJ College Funded – Operating Expense	\$820.46
3-1.10/11-2020	Authorize the Award of a Subscription Renewal of PeopleAdmin Talent Management System PeopleAdmin Corporation, Dallas, TX College Funded – Operating Expense	\$25,974.13
3-1.11/11-2020	Authorize the Award of a Purchase for Personal Protective Equipment Supplies for Day Care Center Bio-Shine, Spotswood, NJ Grant Funded – Operating Expense	\$2,128.32
3-1.12/11-2020	Authorize the Payment for Legal Services Genova Burns Attorneys-At-Law, Newark, NJ College Funded – Operating Expense	\$405.00
3-1.13/11-2020	Authorize the Payment for Legal Services O'Toole Scrivo, LLC., Cedar Grove, NJ College Funded – Operating Expense	\$7,980.00
3-1.14/11-2020	Authorize the Payment for Legal Services Scarinci Hollenbeck, Lyndhurst, NJ College Funded – Operating Expense	\$14,280.00

VIII. Personnel Committee ReportMrs. J. Grimes

Appointments

4-1 Administrative Confidential	George Peterson	Chief Financial Officer Controller's Office
4-2 Professional Level I Confidential	Shaliele Hunt	Administrative Assistant Controller's Office

Resignations

4-3 Professional Level I Confidential	Robin Perlas	Administrative Assistant – Scheduling Academic Affairs
Security	Crystal Akridge	Security Dispatcher Public Safety
Security	Valerie Baldwin	Security Officer Public Safety
Fraternal Order of Police	Mark Williams	Police Officer Public Safety

Retirements

4-4 Administrative	Gwendolyn Slaton	Director Martin Luther King Library
Professional	Gail Abram	Coordinator Information Commons
Professional	Fatima McMahon	Coordinator Job Development and Federal Work Study/Student Placement Student Development and Career Services
Support Staff	Jewel Eoff	Teacher Assistant Child Development Center

IX.	Educational Programs Committee Report.....	Dr. A. Lewis
	7-1.1/11-2020 Acceptance of Funds: NewarkWorks	
	7-1.2/11-2020 Letter of Agreement: Southern New Jersey Perinatal Cooperative	
X.	Site Facilities and Equipment Committee Report.....	Ms. C. Morales
XI.	Policy and Governance Committee Report	Ms. I. Cruz
XII.	Community Relations Committee Report.....	Ms. J. Wright
XIII.	Alumni Association Report	TBD
XIV.	Student Government Report	Ms. Sapphire Rodriguez
XV.	Faculty Association Report	Prof. Michael Frank
XVI.	President’s Report	Dr. Augustine Boakye Interim President
XVII.	New Business	TBD
XVIII.	Public Comments	TBD
XIX.	Notice of Executive Session	Mrs. J. Grimes
XX.	Adjournment.....	Chair M. Bolden

***Public meeting agenda subject to change**

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Mobile Communications America, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.1/11-2020
Resolution Authorizing the Award of a Purchase for Two-Way Radio System	

WHEREAS, Essex County College needs to approve a purchase to **Non-SBE/MBE/WBE, Mobile Communications America, Inc.**, 100 Dunbar Street, Spartanburg, South Carolina 29306 for **\$55,970.38** for a two-way radio system in which contracts goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5(10), Specialized machinery or equipment of a technical nature which will not reasonably permit the drawing of specifications, and the procurement thereof without advertising is in the public interest; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, **Mobile Communications America, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a purchase with **Non-SBE/MBE/WBE, Mobile Communications America, Inc.**, 100 Dunbar Street, Spartanburg, South Carolina 29306 for **\$55,970.38** for a two-way radio system;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5(10);
3. The award of this purchase shall be made as “Non-Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00;
4. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
5. Specific line item against which this purchase is to be charged is as follows:
902013-3127-7903A Chapter XII, Ordinance # 0-2020-00013
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Zoom Video Communications, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.2/11-2020 COVID-19
Resolution Authorizing the Award of a License for Zoom Webinar	

WHEREAS, Essex County College needs to approve a license to conduct online meetings and presentations considering the matters related to the Coronavirus pandemic (**COVID-19**) in Essex County to **Non-SBE/MBE/WBE, Zoom Video Communications, Inc.**, 55 Almaden Boulevard, San Jose, California 95113 in the amount of **\$19,000.00**, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.6(a) A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials or supplies; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a license with **Non-SBE/MBE/WBE, Zoom Video Communications, Inc.**, 55 Almaden Boulevard, San Jose, California 95113 in the amount of **\$19,000.00** for Zoom online meeting service, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County;
2. This license is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a);
3. Request for Emergency Purchase due to COVID-19 is placed on file with this resolution;
4. Specific line item against which this license is to be charged is as follows:
10-1701-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Johnston GP, Inc. DBA Johnston Communications (JCT Solutions) Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.3/11-2020 COVID-19
Resolution Authorizing the Award of a Purchase of Thermographic Camera	

WHEREAS, Essex County College needs to approve a purchase of thermographic cameras for the Public Safety Department of **\$26,587.98** to **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, New Jersey 07031, considering the matters relating to the Corona Virus pandemic in Essex County; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.6(a) A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials or supplies; and

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statues) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a purchase with **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, NJ 07031 of **\$26,587.98** for Thermographic Camera, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.6(a);
3. Request for Emergency Purchase due to COVID-19 is placed on file with this resolution;
4. Specific line item against which this purchase is to be charged is as follows:
10-7451-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Johnston GP, Inc. DBA Johnston Communications (JCT Solutions) Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.4/11-2020 COVID-19
Resolution Authorizing the Award of a License for Telephone Remote Access	

WHEREAS, Essex County College needs to approve a license of **\$1,199.50** for hosted call center service to support the communication needs of employees to **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, New Jersey 07031, considering the matters relating to the Corona Virus pandemic in Essex County; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.6(a) A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filed with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials or supplies; and

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statues) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a license with **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, NJ 07031 in the amount of **\$1,199.50** for hosted call center service, considering the matters related to Coronavirus pandemic (**COVID-19**) in Essex County;
2. This license is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.6(a);
3. Request for Emergency Purchase due to COVID-19 is placed on file with this resolution;
4. Specific line item against which this license is to be charged is as follows:
10-1723-7795 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Pay to Play – Johnston GP, Inc. DBA Johnston Communications (JCT Solutions) Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.5/11-2020
Resolution Authorizing the Award of a License Renewal for Telephone System and Infotel Software Support	

WHEREAS, Essex County College needs to approve a license renewal of the College's Telephone System, and the Infotel Software Support in the total amount of **\$22,968.00** to **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, New Jersey 07031; in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.9(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State by the Division of Purchase and Property Contract # T-316 / A-80802; and

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a renewal with **Non-SBE/MBE/WBE, Johnston GP, Inc. DBA Johnston Communications (JCT Solutions)**, 322 Belleville Tpke., North Arlington, NJ 07031 in the total amount of **\$22,968.00** for the following:

<u>Description</u>	<u>Total Amount</u>	<u>Term Period</u>
Telephone System	\$20,700.00	10/01/2020 – 09/30/2021
Infotel Software Support	\$ 2,268.00	09/16/2020 – 09/15/2021

2. These renewals are awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.9(a). State of New Jersey Contract T-316/A-80802;
3. The award of these renewals shall be made as "Fair and Open" pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00;
4. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
5. Specific line item against which these renewals are to be charged are as follows:
10-1751-7401 Operating Expense FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: License Renewal – SHI International Corporation Minority Woman Business Enterprise (MWBE)
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.6/11-2020
Resolution Authorizing the Award of a License Renewal for the College's PCs and Servers Security Protection	

WHEREAS, Essex County College needs to approve a license of the McAfee maintenance and support for the College's PCs and servers security protection of **\$4,196.00** to **SHI International Corporation**, 290 Davidson Avenue, Somerset, New Jersey 08873, vendor approved by the State of New Jersey under Minority Woman Business Enterprise (**MWBE**), from October 5, 2020 through October 4, 2021; in which contracts goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5(19), Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals and systems development of the hardware; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, **SHI International Corporation** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a license with **MWBE, SHI International Corporation**, 290 Davidson Avenue, Somerset, New Jersey 08873 of **\$4,196.00** for College's PCs and Servers Security Protection from October 5, 2020 through October 4, 2021;
2. This license is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. The award of this license shall be made as "Non-Fair and Open" pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00;
4. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
5. Specific line item against which this license is to be charged is as follows:
10-1723-7511 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Pay to Play – Oracle America, Inc. Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.7/11-2020
Resolution Authorizing the Award of a Maintenance renewal for Oracle Premier Support for Systems	

WHEREAS, Essex County College needs to approve a maintenance renewal of **\$302.97** to **Non-SBE/MBE/WBE, Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 for 4GB FC Dual Port HBA for the period February 20, 2021 to February 19, 2022, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19), Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals, and system development for the hardware; and

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids be made available for public inspection; and

WHEREAS, Essex County College wishes to award a said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, **Oracle America, Inc.** has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a maintenance renewal with **Non-SBE/MBE/WBE, Oracle America, Inc.**, P.O. Box 203448, Dallas, Texas 75320 of **\$302.97** for 4GB FC Dual Port HBA for the period February 20, 2021 to February 19, 2022;
2. This maintenance renewal is awarded without public bidding in accordance with the provisions of the County College Contracts Law N.J.S.A.18A:64A-25.5.a(19);
3. The award of this maintenance shall be made as "Non-Fair and Open" pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00;
4. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
5. Specific line item against which this maintenance renewal is to be charged is as follows:
10-1723-7620 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Purchases over \$36,400.00 – Print Shop Paper Products Non-SBE/MBE/WBE
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.8/11-2020
Resolution Authorizing the Award of a Bid for Print Shop Paper Products	

Recommendation: It is recommended that the Board of Trustees approves the award of three (3) contracts in the total amount of **\$45,483.32** to the following **Non-SBE/MBE/WBE** Companies: **Paper Mart, Inc.**, 151 Ridgedale Avenue, East Hanover, New Jersey 07936, **Paterson Card & Paper Company DBA Paterson Paper**, 730 Madison Avenue, Paterson, New Jersey 07509, and **W.B. Mason Co., Inc.**, 535 Secaucus Road, Secaucus, New Jersey 07094 for Print Shop Paper Products for the fiscal year July 1, 2020, through June 30, 2021.

The award of these contracts shall be made as “Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00.

Bid # 8088 was advertised in The Star-Ledger on April 28, 2020. There were three (3) bids solicited. One (1) response was received, opened, and publicly read on May 12, 2020. The bid was canceled as per the Auxiliary Services Department.

Bid # 8088-A was advertised in The Star-Ledger on September 29, 2020. There were six (6) bids solicited. Three (3) responses were received, opened, and publicly read on October 13, 2020.

Nature of Bid: Essex County College – Print Shop Paper Products

Bid Item #1-35: **The recommendation is for the lowest responsive and responsible bidder.**

<u>Vendor</u>	<u>Amount</u>
Paper Mart, Inc.	\$21,600.60
Paterson Card & Paper Company	\$21,330.00
W.B. Mason Co., Inc.	\$ 2,552.72

Source of Funding: The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the following funds are available for this purpose:

<u>Department</u>	<u>Type of Funds</u>	<u>Account #</u>	<u>\$ Amount</u>
Print Shop	Operating	10-1765-7501	\$45,483.32

Resolution: The Board of Trustees of Essex County College approves the award of three (3) contracts in the total amount of **\$45,483.32** to the following **Non-SBE/MBE/WBE** Companies: **Paper Mart, Inc.**, 151 Ridgedale Avenue, East Hanover, New Jersey 07936, **Paterson Card & Paper Company DBA Paterson Paper**, 730 Madison Avenue, Paterson, New Jersey 07509, and **W.B. Mason Co., Inc.**, 535 Secaucus Road, Secaucus, New Jersey 07094 for Print Shop Paper Products for the fiscal year July 1, 2020, through June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Ricoh Americas Corporation Small Business Enterprise (SBE)
Contact:	Mohamed Seddiki / Executive Dean / Chief Information Officer (CIO)
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.9/11-2020
Resolution Authorizing the Award of a Maintenance Renewal and a Payment of outstanding invoices for Copier Machine at West Essex Campus	

WHEREAS, Essex County College needs to approve the maintenance renewal for Copier Machine located at the West Essex Campus from July 1, 2020 through June 30, 2021 and a payment for outstanding invoices in the total amount of **\$820.46 to Ricoh Americas Corporation**, 5 Dedrick Place, West Caldwell, New Jersey 07006, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**), in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.9(a), Any county college, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefor, may purchase any materials, supplies, goods, services or equipment pursuant to a contract or contracts for such materials, supplies, goods, services or equipment entered into on behalf of the State by the Division of Purchase and Property Contract # G2075/16-R-24223 Contract #40467; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a renewal and payment with **SBE, Ricoh Americas Corporation**, 5 Dedrick Place, West Caldwell, New Jersey 07006 for a copier machine located at the West Essex Campus for the following:

<u>Description</u>	<u>Time Period</u>	<u>\$Amount</u>	<u>Fiscal Year</u>
Maintenance Renewal	07/01/2020 – 06/30/2021	\$360.00	2020/2021
Invoice #5060491103	07/01/2019 – 09/30/2019	\$ 72.00	2019/2020
Invoice #5060491104	10/01/2019 – 12/31/2019	\$ 72.00	2019/2020
Invoice #5059670036	01/01/2020 – 03/31/2020	\$244.46	2019/2020
Invoice #5059670037	04/01/2020 – 06/30/2020	\$ 72.00	2019/2020

2. This maintenance renewal and outstanding invoices are awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.9(a);
3. Specific line item against which this maintenance renewal and outstanding invoices are to be charged are as follows:
10-1765-7620 Operating Expense \$360.00
10-1765-7730 Operating Expense \$460.46
FY 2020/2021
FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: License Renewal – PeopleAdmin, Inc. Non-SBE/MBE/WBE
Contact:	Yvette Henry / Executive Director of Human Resources
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.10/11-2020
Resolution Authorizing the Award of a Subscription Renewal of PeopleAdmin Talent Management System	

WHEREAS, Essex County College needs to approve a subscription of **\$25,974.13** to **Non-SBE/MBE/WBE, PeopleAdmin Corporation**, P.O. Box 205748, Dallas Texas 78746 for the renewal of the Applicant Tracking Module, Onboard, LDAP Single Sign-In Access, Posting Integration with HigherEdJobs.com, and the Position Management Module for the period December 17, 2020 through December 16, 2021, in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.5.a(19), Providing goods or services for the use, support or maintenance of proprietary computer hardware, software peripherals, and systems development of the hardware; and

WHEREAS, The County College Contracts Law (N.J.S.A.18A:64A of NJ statutes) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, PeopleAdmin, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that the vendor has not made any reportable contributions to a political or candidate committee in Essex County in the previous one year and that the contract will prohibit the vendor from making any reportable contributions through the term of the contract; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a subscription renewal with **Non-SBE/MBE/WBE, PeopleAdmin, Inc.**, P.O. Box 205748, Dallas, Texas 78746 for **\$25,974.13** for the renewal of the Applicant Tracking Module, Onboard, LDAP Single Sign-In Access, Posting Integration with HigherEdJobs.com, and the Position Management Module for the period December 17, 2020 through December 16, 2021;
2. This subscription is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.5.a(19);
3. The award of this subscription shall be made as “Non-Fair and Open” pursuant to the provisions of N.J.S.A. 10:44A-20, 4. When the aggregation rules (NJAC 5:34-8-2) are applied, the value of this acquisition exceeds \$17,500.00;
4. The Business Disclosure Entity Certification and the Determination of Value are placed on file with this resolution;
5. Specific line item against which this subscription is to be charged as follows:
10-0304-7511 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Bio-Shine, Inc. Small Business Enterprise (SBE)
Contact:	Dr. Keith Kirkland / Dean of Student Affairs
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.11/11-2020
Resolution Authorizing the Award of a Purchase for Personal Protective Equipment supplies for Day Care Center	

WHEREAS, It is recommended that the Board of Trustees approve the award of a purchase of **\$2,128.32** to **Bio-Shine**, 190 Summerhill Road, Spotswood, New Jersey 08884, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) for Personal Protective Equipment (PPE) supplies for the Child Development Center (CDC); in which contract goods are exempt from bidding pursuant to the provisions of County College Contracts Law N.J.S.A.18A:64A-25.6(a) A written requisition for the performance of such work or the furnishing of materials or supplies, certified by the employee in charge of the building, facility or equipment where the emergency occurred, is filled with the contracting agent or his deputy in charge, describing the nature of the emergency, the time of its occurrence, and the need for invoking this section. The contracting agent, or his deputy in charge, being satisfied that the emergency exists, is hereby authorized to award a contract for safe work, materials or supplies; and

WHEREAS, In August 2020, the Child Development Center (CDC) was awarded \$5,000 of the Health and Safety Grant from the Department of Children and Families (DCF) to prevent the spread of COVID-19 in the Day Care Center; and

WHEREAS, The County College Law (N.J.A.18A:64A of NJ statues) requires that the resolution authorizing an award of contract for this service without public bids, be made available for public inspection; and

WHEREAS, Essex County College wishes to award said contract without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq, and the provisions of N.J.S.A.19:44A-20, 4 et seq; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve a purchase with **SBE, Bio-Shine**, 190 Summerhill Road, Spotswood, New Jersey 08884 of **\$2,128.32** for Personal Protective Equipment supplies;
2. This purchase is awarded without public bidding in accordance with the provisions of the County College Contracts Law 18A:64A-25.6(a);
3. Specific line item against which this purchase is to be charged is as follows:
29210-9210-7501 Grant Funds – Department of Children and Families
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – Genova Burns Attorneys-At-Law Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.12/11-2020
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **Genova Burns Attorneys-At-Law**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for September 2020; and

WHEREAS, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which Genova Burns Attorneys-At-Law was among at a rate of \$250.00 per hour; and

WHEREAS, Essex County College wishes to authorize payment for services rendered without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve payments to **SBE, Genova Burns Attorneys-At-Law**, 494 Broad Street, Newark, New Jersey 07102 for legal services rendered in the amount of **\$405.00** for the following invoice:
 - **#425763** for **\$380.00**, September 30, 2020 (Lisa Durden);
 - **#425768** for **\$25.00**, September 30, 2020 (ECC v. Gibson/Hasan counterclaim);
2. Specific line item against which these payments are to be charged are as follows:
10-1701-7827 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Services – O’Toole Scrivo, LLC Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq. / General Counsel
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.13/11-2020
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **O’Toole Scrivo Fernandez Weiner Van Lieu, LLC**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for September 2020; and

WHEREAS, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which O’Toole Scrivo, LLC was among at a rate of \$200.00 per hour; and

WHEREAS, Essex County College wishes to authorize payment for services rendered without the need for public bidding in compliance with the provisions of the County College Contracts Law, N.J.S.A.18A:64A-25.1 et seq., and the provisions of N.J.S.A.19:44A-20, 4 et seq.; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve payments to **SBE, O’Toole Scrivo, LLC**, 14 Village Park Road, Cedar Grove, New Jersey 07009 for legal services rendered in the amount of **\$7,980.00** for the following invoice:
 - **#92923** for **\$7,980.00**, September 30, 2020 (General Billing);
2. Specific line item against which this payment is to be charged is as follows:
10-1701-7827 Operating Expense
FY 2020/2021

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Finance: Legal Service – Scarinci Hollenbeck Small Business Enterprise (SBE)
Contact:	Joy B. Tolliver, Esq./General Counsel
Meeting Date:	November 17, 2020
Agenda Item No.:	3-1.14/11-2020
Resolution Authorizing the Payment for Legal Services	

WHEREAS, Essex County College required outside legal services. **Scarinci Hollenbeck**, vendor approved by the State of New Jersey under Small Business Enterprise (**SBE**) rendered services for June, August, and September, 2020; and

WHEREAS, Request for Qualification #FY20-RFQ1 was advertised in The Star-Ledger newspaper on January 28, 2020 and was opened and publicly announced on February 12, 2020. There were sixteen (16) respondents; and

WHEREAS, The Board of Trustees of Essex County College at their monthly meeting March 17, 2020 (3-1.1/3-2020) approved the awarding of those sixteen (16) contracts of which Scarinci Hollenbeck was among at a rate of \$150.00 per hour; and

WHEREAS, The Deputy CFO/Comptroller of Essex County College has determined and certified in writing that the funds are available for this purpose,

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

1. The Essex County College Board of Trustees is hereby authorized and directed to approve payments to **SBE, Scarinci Hollenbeck**, 1100 Valley Brook Avenue, Lyndhurst, New Jersey 07071 for legal services rendered in the total amount of **\$14,280.00** for the following invoices:
 - **#233998** for **\$195.00**, June 30, 2020 (Labor and Employment Counsel);
 - **#233999** for **\$7,125.00**, June 30, 2020 (Administrative Association Contract Negotiations);
 - **#234796** for **\$345.00**, July 31, 2020 (Labor and Employment Counsel);
 - **#234797** for **\$4,365.00**, July 31, 2020 (Administrative Association Contract Negotiations);
 - **#235788** for **\$690.00**, August 31, 2020 (Labor and Employment Counsel);
 - **#235789** for **\$1,470.00**, August 31, 2020 (Karen Brown (o.b.o Joyce Harley) v. ECC - Government Records Council Complaint);
 - **#236557** for **\$90.00**, September 30, 2020 (Labor and Employment Counsel);
2. Specific line item against which these payments are to be charged are as follows:
 10-1701-7827 Operating Expense
 FY 2020/2021
 FY 2019/2020

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine A. Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, George Peterson
Contact:	Dr. Augustine Boakye, Interim President
Meeting Date:	November 17, 2020
Agenda Item No.:	4-1/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of George Peterson, to the position of Chief Financial Officer, for the Controller's Office, for the period December 1, 2020 to August 31, 2021. The recommended annual salary for the position is \$140,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. A total of 27 applications were reviewed and two (2) applicants were selected to be interviewed. George Peterson is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (MASTER'S DEGREE REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Certified Public Accountant		State of New York	
● Master of Business Administration		Cornell University Ithaca, NY	Accounting, Finance and Management Information Systems
● Master of Advanced Engineering Studies		Cornell University Ithaca, NY	Computer Science
● Bachelor of Industrial Engineering		Cornell University Ithaca, NY	Operations Research / Electrical Engineering

FISCAL NOTES: The recommended salary of \$140,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of George Peterson, at the annual salary of \$140,000, to the position of Chief Financial Officer, for the Controller's Office, for the period December 1, 2020 to August 31, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Appointment, Shaliele Hunt
Contact:	Evens Wagnac, Deputy Chief Financial Officer
Meeting Date:	November 17, 2020
Agenda Item No.:	4-2/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees approve the appointment of Shaliele Hunt, to the position of Administrative Assistant, for the Controller's Office, for the period retroactive from November 1, 2020 to June 30, 2021. The recommended annual salary for the position is \$41,000.

BACKGROUND AND RATIONALE: This position vacancy was posted in accordance with College policy and EEO/AA guidelines. One internal applicant applied and was interviewed. Shaliele Hunt is the recommended candidate.

DEGREE/CERTIFICATION QUALIFICATIONS (ASSOCIATE'S DEGREE REQUIRED):

<u>Degree or Certification</u>	<u>Date Awarded</u>	<u>Institution Name, Location</u>	<u>Major Area of Study</u>
● Bachelor of Science	2009	Rutgers University Newark, NJ	Criminal Justice
● Associate in Science	2006	Essex County College Newark, NJ	Criminal Justice

FISCAL NOTES: The recommended salary of \$41,000 is included in the Department's annual budget.

RESOLUTION: The Board of Trustees of Essex County College approves the appointment of Shaliele Hunt, at the annual salary of \$41,000, to the position of Administrative Assistant, for the Controller's Office, for the period retroactive from November 1, 2020 to June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Resignation
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	November 17, 2020
Agenda Item No.:	4-3/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees accept the resignation of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective Date</u>
Robin Perlas	Administrative Assistant – Scheduling Academic Affairs	Professional Level I Confidential	07/15/2019	11/06/2020
Crystal Akridge	Security Officer Public Safety	Security	08/08/2000	09/30/2020
Valerie Baldwin	Security Officer Public Safety	Security	01/26/2020	09/11/2020
Mark Williams	Police Officer Public Safety	Fraternal Order of Police	09/04/2002	10/22/2020

FISCAL NOTES: The impact of this recommendation is undetermined at this time.

RESOLUTION: The Board of Trustees of Essex County College accepts the resignation of the individual(s) listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Personnel: Retirement
Contact:	Yvette Henry, Executive Director, Human Resources
Meeting Date:	November 17, 2020
Agenda Item No.:	4-4/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees accept the retirement of the individual(s) listed, effective on the date indicated:

<u>Name</u>	<u>Title</u> <u>Department</u>	<u>Unit</u>	<u>Hire Date</u>	<u>Effective Date</u>
Gwendolyn Slaton	Director Martin Luther King Library	Administrative	02/01/1972	12/31/2020
Gail Abram	Coordinator Information Commons	Professional	12/03/2007	10/31/2020
Fatima McMahon	Coordinator Job Development and Federal Work Study/Student Placement Student Development and Career Services	Professional	02/02/1998	12/31/2020
Jewel Eoff	Teacher Assistant Child Development Center	Support Staff	07/02/1979	12/31/2020

FISCAL NOTES: The impact of this recommendation is undetermined at this time.

RESOLUTION: The Board of Trustees of Essex County College accepts the retirement of the individual(s) listed, effective on the date indicated.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Acceptance of Funds: NewarkWorks
Contact:	Dr. Elvy M. Vieira, Dean, Comm, Cont. Ed & Workforce Dev.
Meeting Date:	November 17, 2020
Agenda Item No.:	7-1.1/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College accept funding from *NewarkWorks* to provide training to 20 participants for Certified Nurse Aide with Community Health Worker and Patient Care Technician respectively, in the amount of \$60,000 for the period beginning December 7, 2020 and ending June 30, 2021.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., utilizing the standards and practices of the business world, provides a wide variety of job training services at no cost to individuals, in business as well as allied health careers, to seeking initial entry, reentry or upward mobility in the workforce. The Training, Inc. program has operated successfully for the past thirty three years, attaining a 75% completion rate and an 80% graduate job placement rate.

FISCAL NOTES: The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College accepts funding from *NewarkWorks* to provide training to 20 participants for Certified Nurse Aide with Community Health Worker and Patient Care Technician respectively, in the amount of \$60,000 for the period beginning December 7, 2020 and ending June 30, 2021.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	

BOARD OF TRUSTEES

REQUEST FOR BOARD ACTION

Subject:	Approval of Agreement and Acceptance of Funds – Southern New Jersey Perinatal Cooperative
Contact:	Dr. Elvy M. Vieira, Dean, Comm, Cont. Ed & Workforce Dev.
Meeting Date:	November 17, 2020
Agenda Item No.:	7-1.2/11-2020

RECOMMENDATION: It is recommended that the Board of Trustees of Essex County College approve the agreement between Southern New Jersey Perinatal Cooperative (SNJPC) and Essex County College to facilitate training opportunities for 52 incumbent participants in the Community Health Worker program. SNJPC agrees to provide funding in the amount of \$97,344 to be utilized to provide the above mentioned services.

BACKGROUND AND RATIONALE: The Training, Inc. program has a long history of soliciting and securing funding from various foundations and public agencies. Training, Inc., utilizing the standards and practices of the business world, provides a wide variety of job training services at no cost to individuals, in business as well as allied health careers, to seeking initial entry, reentry or upward mobility in the workforce. The Training, Inc. program has operated successfully for the past 36 years, attaining a 75% completion rate and an 80% graduate job placement rate.

FISCAL NOTES: The costs associated with the program are funded by the grant.

RESOLUTION: The Board of Trustees of Essex County College approves the agreement between Southern New Jersey Perinatal Cooperative (SNJPC) and Essex County College to facilitate training opportunities for 52 incumbent participants in the Community Health Worker program. SNJPC agrees to provide funding in the amount of \$97,344 to be utilized to provide the above mentioned services.

EXECUTIVE RESPONSIBLE FOR RECOMMENDATION Dr. Augustine Boakye, Interim President	FINAL DISPOSITION
BOARD APPROVAL DATE November 17, 2020	