



PASSAIC COUNTY COMMUNITY COLLEGE

Attached are the Board resolutions passed at the September 15, 2020 Board of Trustees meeting. If you have any questions, please call me.

STEVEN M. ROSE, Ed.D.
PRESIDENT/SECRETARY
BOARD OF TRUSTEES

**BOARD OF TRUSTEES
PASSAIC COUNTY COMMUNITY COLLEGE
AGENDA**

At 7:00 p.m. on Tuesday, September 15, 2020, the Board of Trustees of Passaic County Community College will hold a regular meeting online via the Zoom web-based meeting service, as authorized by P.L.2020 c.11. Members of the public may watch the meeting on the College's YouTube channel <https://newweb.pccc.edu/board-of-trustees-meeting/> If a member of the public wishes to place a public comment on the record, please email publiccomment@pccc.edu stating your name, address, and matter to be addressed by the Board by no later than September 15, 2020 at 6:00 pm. In addition, the Board may meet in executive session to discuss such issues as are allowed pursuant to NJSA 10:4-12.

PLEDGE OF ALLEGIANCE (All Stand)

CALL TO ORDER - ROLL CALL

CONSIDERATION OF MINUTES – Resolution #1 – Minutes of the August 18, 2020 Board Meeting

PRESENTATION:

1. Update on Fall Opening
2. Academic Affairs and Institutional Advancement Annual Plans

REPORTS

President: Significant Activities
 News Articles

Chairman

DISCUSSION AGENDA

- A. BUSINESS ITEMS**
 Purchases of Goods and Services
- B. PERSONNEL ITEMS**
- C. SPECIAL RECOGNITION**
 Trustee Carlos Rodriguez
 Alumni Representative to the Board, Jennifer Greco

EXECUTIVE SESSION (if necessary)

Resolution #2 - Resolution to meet in Executive Session - Discussion of personnel, contract negotiations, and matters protected by attorney-client privilege.

ACTION ITEMS - Consent Resolution

- A. Business Items**
 Purchases of Goods & Services
- B. Personnel Items**
- C. Special Recognition**
 Trustee Carlos Rodriguez
 Alumni Representative to the Board, Jennifer Greco

REMARKS: PUBLIC; TRUSTEES

ADJOURNMENT

PASSAIC COUNTY COMMUNITY COLLEGE
ROLL CALL

BOARD OF TRUSTEES	PRESENT	ABSENT
DuHaime		X
Esquiche		X
Marco	X	
Moody		X
Pou	X	
Smith	X	
Trivedi	X	
Tanis	X	
Nutter	X	

DATED: SEPTEMBER 15, 2020

PASSAIC COUNTY COMMUNITY COLLEGE
Resolution #1 – CONSIDERATION OF MINUTES

Offered by MARCO Seconded by TANIS

Board of Trustees	Yes	No	Abstain	Absent
DuHaime				X
Esquiche				X
Marco	X			
Moody				X
Pou	X			
Smith	X			
Trivedi	X			
Tanis	X			
Nutter	X			

CONSIDERATION OF MINUTES

BE IT RESOLVED that the Board of Trustees of Passaic County Community College hereby approves the regular meeting minutes for the August 18, 2020 Board of Trustees meeting.

DATED: SEPTEMBER 15, 2020

The following are the minutes of the Board of Trustees of Passaic County Community College, held via an online Zoom web-based meeting service, on Tuesday, August 18, 2020.

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Chairman Nutter called the meeting order at 7:00 p.m., and then asked everyone to join him in the Pledge of Allegiance.

President Rose stated notice of the meeting was emailed to the Herald News, the Record, the Office of the County Clerk, the college community, and posted on the PCCC website on August 12, 2020.

ROLL CALL

Richard A. DuHaime
Yolanda Esquiche
Dennis F. Marco
Alonzo Moody
Taina Pou
Carlos Rodriguez

Sharon C. Smith
Ronak Trivedi
Jennifer Greco, Alumni Representative
Steven M. Rose, Secretary
Barbara Tanis, Vice Chairwoman
Harvey J. Nutter, Chairman

CONSIDERATION OF MINUTES – July 21, 2020

Chairman Nutter asked if there were any corrections to the minutes for July 21, 2020. Trustee Moody noted the incorrect date for the meeting, and all were in agreement with that amendment. Chairman Nutter then asked for motion on Resolution #1 – Consideration of Minutes for the July 21, 2020 board meeting, as amended. Trustee Marco moved Resolution #1; seconded by Trustee Moody. Upon roll call, Resolution #1 passed with all members present voting “yes.”

PRESENTATION – Update on Fall Restart Plan

President Rose updated the Board reminding them that instruction in the fall would be 10% in-person with the other 90% online and/or remote. He also noted that the importance of holding an August meeting was the need to purchase a lot of technology equipment to assist in the remote learning still taking place due to the pandemic. He went on to state that a laptop program was being implemented to help ensure that all students and employees have access to appropriate technology and a delivery was expected toward the end of September.

From here, he jumped right into the purchases being presented that evening, which consisted of a thermal imaging camera system, and a new, updated phone service (VOIP and TDM Services).

He informed the board that the technology items being requested for purchase are funded with federal CARES legislation. President Rose highlighted the thermal imaging camera system, which he noted was the same system being used by the County of Passaic. He explained that the system has security features, which go beyond taking temperature. Several trustees raised questions concerning privacy issues with the new system. All were assured that the initial use of the system would be for taking temperatures. Trustee Trivedi recommended that a policy be developed. President Rose stated he would have College Counsel, Mr. Michael A. Cerone, Jr. handle that request.

REPORTS

President/Chair: None

DISCUSSION AGENDA

The following items were approved for placement on the Action Items agenda and President Rose stated he would be happy to answer any questions:

A. Business Items

Purchases of Goods and Services

Purchase of Goods and Services, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et seq and NJSA:18A:64A-25 et al. are so noted and recommended.

- Consulting Services (Information Systems Security Officer services)
- Bergen County Bid #19-32 – Situational Awareness Equipment and Accessories (thermal imaging camera system)
- Hunterdon County Educational Services Commission (HCESC) Bid #15/16-Tech-01 Technology Installation (wireless network design and engineering services)
- NJEdge RFP #269MCPS-19-003 – VOIP and TDM Services (Phone handsets and hosted unified communication licenses)
- Request for Proposal 20-12 – Bus Transportation

Trustee Smith questioned the purchase of the new phone system and what would become with the current equipment currently being used. President Rose stated that several of the phones would still be used if they were compatible, and the others would be presented to the board with the annual Disposal of Surplus property.

B. Personnel Items

The personnel items included Separations, Appointments, Grant Administrator Reappointments, and Part-time Temporary Appointments.

EXECUTIVE SESSION

Chairman Nutter asked if there was a need for an executive session, and hearing none, he continued with the agenda.

ACTION ITEMS AGENDA - Consent Resolution

Chairman Nutter asked for a motion on Resolution #3 - Consent Agenda Items A and B. Trustee Trivedi moved Resolution #3; seconded by Trustee Pou. Upon roll call, Resolution #3 passed with all members present voting "yes."

A. BUSINESS ITEMS

Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Consulting Services (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2021 College Operating Funds; \$85,521.00 Available)
Information Systems Security Officer services. Not-to-exceed amount.

NJEdge.net, Inc.
625 Broad Street, Suite 260
Newark, NJ 07102

\$36,000.00
(Recommended Award)

Bergen County Bid #19-32 – Situational Awareness Equipment and Accessories

(Funding Source: FY-2021 CARES Grant Funds; \$158,500.00 Available)

Thermal imaging camera system. Bergen County cooperative contract purchasing system #11-BeCCP CK04.

Packetalk Corporation
163 Stuyvesant Avenue
Lyndhurst, NJ 07071

\$158,500.00
(Recommended Award)

Hunterdon County Educational Services Commission (HCESC) Bid #15/16-Tech-01 - Technology Installation & Integration Services (Funding Source: FY-2021 CARES Grant Funds; \$73,915.00 Available)

Wireless network design and engineering services. Not-to-exceed amount.

ePlus Technologies, Inc. 155 South Limerick Road, Building 100, Suite 300 Limerick, PA 19468	\$73,915.00 (Recommended Award)
--	--

NJEdge RFP # 269EMCPS-19-003 - VOIP and TDM Services

(Funding Source: FY-2021 CARES Grant Funds; FY-2021-2025 College Operating Funds)

Phone handsets and hosted unified communications licenses. FY-2022 through FY-2025 expenditures contingent on future budget approvals.

CBTS Technology Solutions LLC 221 East Fourth Street Cincinnati, Ohio 45202	\$213,153.80 (FY-2021) \$131,665.80 (FY-2022) \$131,665.80 (FY-2023) \$131,665.80 (FY-2024) \$131,665.80 (FY-2025) (Recommended Award)
---	---

Request for Proposal 20-12 – Bus Transportation (Public Bid Exception per NJSA 18A:64A-25.5 a. (23) – Travel) (Funding Source: FY-2021 and FY-2022 Grant Funds and College Operating Funds)

Estimated amounts FY-2021 and FY-2022. The pricing compared is a cost per service. FY-2022 expenditures contingent on future budget approvals.

Panorama Tours, Inc. 480 Main Street, Suite 8 Wallington, NJ 07057	\$55,000.00 (FY-2021) \$55,000.00 (FY-2022) (Recommended Award)
--	--

B. PERSONNEL ITEMS

- | | | |
|------|------------------------------------|--|
| I. | Separations | A: Phiara Moore, Instructor, Nurse Education
B: Stephanie Nieto, Project Coordinator, Domestic Violence
C: Shireen Washington, Medical Secretary-Nurse Education |
| II. | Appointments | A: Sabrina Johnson-Taylor, Associate Dean, Distance Learning/Learning Resources Center
B: Michelle Baldino, Interim Budget Manager |
| III. | Grant Administrators Reappointment | |
| IV. | Part-Time Temporary Appointment | |

REMARKS:

Public: None

Trustees: Trustee Smith stated she wanted to congratulate Dr. Rose for the 2020 Virtual Graduation Ceremony. She was so proud of our students and cried while she watched the ceremony, noting that the students here “were awesome!” All trustees agreed and stated congratulations as well.

ADJOURNMENT

Chairman Nutter asked for a motion to adjourn the meeting at 7:30 p.m.; moved by Trustee Marco; seconded by Trustee Pou. Upon roll call, the motion to adjourn the meeting passed unanimously with all members present voting “yes.” Chairman Nutter acknowledged that the meeting was now adjourned.

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

Offered by TANIS Seconded by POU

Board of Trustees	Yes	No	Abstain	Absent
DuHaime				X
Esquiche				X
Marco	X			
Moody				X
Pou	X			
Smith	X			
Trivedi	X			
Tanis	X			
Nutter	X			

BE IT RESOLVED that the Board of Trustees of Passaic County Community College, upon the recommendation of the President, hereby approve the following actions:

A. BUSINESS ITEMS – Purchases of Goods and Services

The following goods and services outlined below, which were obtained through a Fair and Open Process, in compliance with NJSA 19:44A-20.4 et. seq. and NJSA 18A:64A-25 et al. are so noted and recommended. The Vice President for Finance and Administrative Services certifies funding is available.

Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or services for proprietary computer hardware, software, or systems) (Funding Source: FY-2021 through FY-2025 College Operating Funds; \$44,449.00 Available for FY-2021)
Renewal of licensing and maintenance for *Transact* Access Control System. Future Fiscal Year expenditures contingent upon future budget approvals. Business Entity and Political Contribution disclosures required.

Transact Campus, Inc.
22601 N 19th Ave #130
Phoenix, AZ 85027

\$44,449.00 (FY-2021)
\$45,782.00 (FY-2022)
\$47,156.00 (FY-2023)
\$48,571.00 (FY-2024)
\$50,028.00 (FY-2025)
(Recommended Award)

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

Software Licensing and Maintenance (Public Bid Exception per NJSA 18A:64A-25.5 a. (19) – Goods or Services for proprietary computer hardware, software, or systems) (Funding Source: FY-2021 College Operating Funds; \$18,000.00 Available)
Renewal of licensing and maintenance for online application module and Customer Relationship Management (CRM) software. Business Entity and Political Contribution disclosures required.

Fire Engine RED, Inc.
P.O. Box 1017
Havertown, PA 19083

\$18,000.00
(Recommended Award)

Library Materials (Public Bid Exception per NJSA 18A:64A-25.5 b. – Purchase from Governmental Board, Body, Agency or Authority) (Funding Source: FY-2021 College Operating Funds; \$61,763.60 Available)
Annual subscriptions for various library periodicals. Estimated amount.

VALE/NJEDge
625 Broad Street, Suite 260
Newark, NJ 07102

\$40,000.00
(Recommended Award)

Banking Services (Public Bid Exception per NJSA 18A:64A-25.5 a. (1) – Professional Services) (Funding Source: Not applicable)
Banking services for FY-2021 and FY-2022. Costs are offset by interest and rebates.

PNC Bank
Two Tower Center Boulevard
East Brunswick, NJ 08816

NJEdge RFP 269EMCPS-19-001 - Microsoft Licensing Solution Providers and Services (Funding Source: FY-2021 College Operating Funds; \$97,471.00 Available)
Renewal of licensing and maintenance for Microsoft software products.

SHI International Corporation
290 Davidson Avenue
Somerset, NJ 08873

\$39,334.60
(Recommended Award)

B. PERSONNEL ITEMS

- I. Separation A: Maribel Escudero, Teacher –Child Development Center
- II. Appointments A: Karen Ector, Service Learning Specialist; Pathways to Teacher Education (Grant-funded)
Yanirys Rodriguez, Director Office of Payroll Services

PASSAIC COUNTY COMMUNITY COLLEGE

RESOLUTION #3-CONSENT RESOLUTION – ACTION ITEMS A, B, and C

- III. Grant Administrators Reappointments, FY 2020-2021
- IV. Coach's Salary
- V. Part-Time Temporary Appointment

C. SPECIAL RECOGNITION

Trustee Carlos Rodriguez

Alumni Representative to the Board, Jennifer Greco

**PASSAIC COUNTY COMMUNITY COLLEGE
ADJOURNMENT**

Offered by TANIS Seconded by POU

BOARD OF TRUSTEES	YES	NO
DuHaime	Absent	
Esquiche	Absent	
Marco	Absent	
Moody	Absent	
Pou	X	
Smith	X	
Trivedi	X	
Tanis	X	
Nutter	X	

DATED: SEPTEMBER 15, 2020