

RESOLUTION

OF THE

UNION COUNTY UTILITIES AUTHORITY

Resolution No.: 34-2024
 Date: July 17, 2024

Approved as to form:

Bianka Vargas, Clerk

Approved as to sufficiency of funds:

John Cuffo, Acting Comptroller
 YES NO NONE REQUIRED

APPROVING UPDATES TO THE AUTHORITY'S EMPLOYEE HANDBOOK AND POLICIES AND PROCEDURES MANUAL

WHEREAS, at the direction of the Authority's Board of Commissioners via Resolution No. R-33-2023, the Authority's administration undertook a review of the needs of the Authority's programs to identify potential areas for improvement and operational efficiencies, which included a comprehensive assessment of potential changes to the Authority's Employee Handbook ("Handbook") and Policies and Procedures Manual ("Manual") consistent with County of Union policies, applicable changes in law, and the requirements of the Municipal Excess Liability/Joint Insurance Fund ("MELJIF"); and

WHEREAS, the Authority's Administration, in consultation with General Counsel, has developed and memorialized proposed updates to the Handbook and Manual and have presented their recommendations to the Personnel Procurement and Insurance {"PPI"} Committee; and

WHEREAS, the PPI Committee, following a review of the proposed modifications to the Handbook and Manual, recommends that the full Board approve and adopt the updated Handbook and Manual attached hereto; and

WHEREAS, the Board of Commissioners accepts the recommendations of its counsel, the Administration and the PPI Committee.

NOW, THEREFORE, BE IT RESOLVED, by the Union County Utilities Authority, as follows:

1. The revisions to the Employee Handbook and Policies and Procedures Manual in substantially the same form as is attached to this Resolution are hereby approved, effective immediately.
2. The Authority directs the Acting Executive Director to notify all employees of this action and to provide all employees with a copy of the updated Employee Handbook and provide all applicable employees with a full copy of the updated Personnel Policies and Procedures Manual as soon as practicable.
3. This resolution shall take effect immediately.

	PRESENT	ABSENT	AYE	NAY	ABSTAIN	MOTION	SECOND
<i>Eastman</i>		✓					
<i>Figueiredo</i>		✓					
<i>Holder</i>	✓		✓				✓
<i>Jackus</i>	✓		✓				
<i>Kahn</i>	✓		✓				
<i>McManus</i>	✓		✓				
<i>Rachlin</i>	✓		✓				
<i>Scutari</i>	✓		✓			✓	
<i>Szpond</i>	✓		✓				
<i>Alma, Alternate No. 1</i>	✓		✓				
<i>Scott-Bey, Alternate No. 2</i>		✓					