

# RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY

Resolution No.: 45-2025 |  
Date: August 20, 2025

Approved as to form:

Bianka Vargas, Clerk

Approved as to sufficiency of funds:

John Cuffo, Acting Comptroller

[ ] YES [ ] NO [X] NONE REQUIRED

## RESOLUTION OF THE UNION COUNTY UTILITIES AUTHORITY ADOPTING POLICIES REGARDING THE USE OF GPS SYSTEMS WITHIN AUTHORITY VEHICLES

**WHEREAS**, pursuant to the Solid Waste Management Act, N.J.S.A. 13:1E-1 et seq., each county within the State of New Jersey is designated a solid waste management district with responsibility for the development of a solid waste management plan setting forth the solid waste disposal strategy to be applied in the district; and

**WHEREAS**, the Board of County Commissioners of the County of Union (the "County") has adopted the Union County District Solid Waste Management Plan, as amended from time to time (the "County Plan"); and

**WHEREAS**, the County has designated the Union County Utilities Authority (the "Authority") as the agency responsible for implementing the County Plan; and

**WHEREAS**, the Authority and has a duty to ensure employee safety and safeguard public property, including Authority vehicles, while striving to enhance operational efficiency and improve resource allocation; and

**WHEREAS**, the Authority wishes to adopt formal policies governing the use of GPS systems in Authority vehicles.

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

1. A GPC Tracking Policy is hereby adopted in substantially the same forms as attached hereto.
2. The Executive Director shall ensure that the provisions of the above policy are promptly issued to all Authority employees, integrated into the Employee Handbook and implemented and enforced in a manner consistent with the policy documents.
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>	✓						



# UNION COUNTY UTILITIES AUTHORITY

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## GPS Tracking Policy

### **Purpose:**

To ensure that GPS tracking devices installed on UCUA-owned vehicles are used in a manner that is consistent with operational needs, respects employee rights, and complies with applicable laws.

- 1) **Managerial Rights Reserved:** UCUA retains the sole and exclusive right to determine:
  - a. Whether GPS units are purchased and installed on any or all UCUA-owned vehicles.
  - b. The make, model, and capabilities of the GPS equipment.
  - c. Operational deployment of vehicles and related technology.
- 2) **Use of GPS Data:** GPS data may be used for:
  - a. Operational planning and resource allocation.
  - b. Vehicle maintenance scheduling.
  - c. Safety and security monitoring.
  - d. Investigations of alleged misconduct, but only if:
    - i. There is a reasonable suspicion of a work-related violation; or
    - ii. The data is part of a broader investigation into an incident or complaint.
- 3) **Disciplinary Use:** GPS data will not be the sole basis for discipline except in cases of:
  - a. Clear and objective violations (e.g., unauthorized vehicle use, unreported accidents).
  - b. Safety-related incidents.

Employees will have the right to review GPS records used in any disciplinary matter.

- 4) **Access and Confidentiality**
  - a. Only designated supervisory or management staff may access GPS records.
  - b. Access logs will be maintained.
  - c. GPS records are confidential personnel data and will not be released except as required by law.
- 5) **Data Retention:** GPS records will be retained for 6 years in accordance with NJSA N.J.S.A. 47:3-15 et seq., unless required for a pending investigation, disciplinary matter, or litigation hold.
- 6) **Union Rights:** Upon request, the Employer will provide the Union with GPS records relevant to a grievance or disciplinary case involving a bargaining unit member.

Adopted: \_\_\_\_\_