

**BROOKDALE COMMUNITY COLLEGE**

**Board of Trustees  
Public Business Meeting Minutes**

**September 24, 2019**

**Brookdale Community College  
Warner Student Life Center  
765 Newman Springs Rd.  
Lincroft, NJ 07738**

- A. Chair Abby-White called the meeting to order at 5:30 P.M. and the group made the Pledge of Allegiance.
- B. Ms. Gruskos read the following statement: “In compliance with the Open Public Meetings Act, N.J.S. 10:4-6 et seq., advance written notice of this meeting of the Board of Trustees was provided in the following manner:

On September 18, 2019 at 2 PM advance written notice of this meeting was posted at Brookdale Community College on the first floor of the Brookdale Administrative Center; emailed to *The Asbury Park Press* and *the Star Ledger* and filed with the Clerk of the County of Monmouth.

Roll Call:

<b>Present</b>	<b>Trustees</b>	<b>Administration:</b>
	<b>Ms. Abby-White, Chair</b>	Dr. Matthew Reed
	<b>Mr. Dan Becht, Trustee</b>	Dr. Yesenia Madas Dr. Nancy Kegelman
	<b>Ms. Latonya Brennan (5:32 PM)</b>	Ms. Joan Scocco
	<b>Ms. Suzanne Brennan, Vice-Chair (5:45 PM)</b>	Ms. Patricia Sensi
	<b>Dr. Hank Cram, Trustee</b>	Mr. Ed Johnson
	<b>Mr. Paul Crupi, Trustee</b>	
	<b>Ms. Lauren Deinhardt, Trustee</b>	Ms. Kathy Kamatani
	<b>Ms. Barbara Horl, Trustee</b>	
	<b>Mr. Bret Kaufmann, Trustee</b>	
	<b>Dr. David M. Stout, Secretary</b>	
	<b>Ms. Marta Rambaud, Trustee (5:35 PM)</b>	
	<b>Dr. Les Richens, Trustee</b>	
<b>Absent</b>	<b>Ms. Madeline Ferraro, Trustee</b>	Ms. Cynthia Gruskos, Recorder
<b>College Counsel</b>	<b>Mr. Bruce Padulla, Esq., General Counsel</b>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<b>Adoption of agenda for Public Business Meeting</b>	<p>A motion to adopt the meeting agenda was made by Trustee Richens and seconded by Trustee Becht.</p> <p>Motion passed unanimously.</p>	
<b>Approval of Partnership with Ray Catena</b>	<p>A motion to approve by resolution the Memorandum of Understanding with Ray Catena Motor Car Corporation/Ray Catena Auto Group was made by Trustee Becht and seconded by Trustee Horl.</p> <p>Motion passed unanimously.</p> <p><b>YES:</b> Trustees Becht, L. Brennan, Cram, Crupi, Deinhardt, Horl, Kaufmann, Richens and Chair Abby-White</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Committee Reports</b></p> <p><b>NJCCC</b> – Trustee Horl shared the 3 priorities of NJCCC has with the state legislation which includes lobbying for an increase in operating aid for community colleges, seeking legislation for community colleges to offer baccalaureate degrees in career oriented fields and lobbying that the Community College Opportunity Grant to be put into statute versus being a line item in the state budget.</p>		
<p><b>President’s Report</b></p> <p><b>A. Ray Catena Partnership</b> –Dr. Stout and representatives of the Ray Catena Auto Group formalized their new partnership with a formal signing of a memorandum of understanding which will provide our Automotive Technology students with access to paid internships, job placement after graduation and reimbursement of tuition.</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>B. Marketing</b> – Rebranding- Splendor Design Group presented their new brand campaign “Here will get you There” and they highlighted a website refresh that will enhance the user experience.</p> <p><b>C. Rokit Foundation</b>– Bruce Gallipani, Executive Director and President of Rokit Foundation and Fred Ferrara, Vice President presented information on their charitable foundation whose mission is to provide music education and scholarships to inspiring young musicians. On November 9, a kickoff event of our partnership with the Rokit Foundation will take place in our CVA Gallery, and proceeds of the sale of art work will benefit Rokit Foundation and Brookdale Community College.</p> <p><b>D. Academic Master Plan</b> – Dr. Reed presented an update on the Academic Master Plan.</p> <p>Dr. Stout thanked Tim Zeiss and the Foundation Board for funding the Helping Hands Food Pantry and technology improvements in the library.</p>		
<p><b>Review and Adoption of Consent Agenda</b></p> <ul style="list-style-type: none"> <li><i>Any item may be removed from the consent agenda for discussion by any voting member of the Board of Trustees.</i></li> </ul> <p><b>A. Adoption of Consent agenda</b></p>	<p>A motion to adopt the consent agenda was made by Trustee Crupi and seconded by Trustee Richens.</p> <p>Motion passed unanimously.</p>	
<p><b>Public Comment on Agenda Items –</b> No public comment was made.</p>		
<p><b>Approval of Public Business Meeting Minutes – July 23, 2019</b></p>	<p>A motion to approve the minutes from the public business meeting held on July 23, 2019 was made by Trustee L. Brennan and seconded by Trustee Cram.</p> <p>Motion passed.</p> <p>ABSTENTIONS:</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p><b>Executive Session Minutes – July 23, 2019</b></p>	<p>Trustee Crupi</p> <p>A motion to approve the executive session minutes from the meeting held on July 23, 2019 was made by Trustee Kaufmann and seconded by Trustee Crupi.</p> <p>Motion passed.</p> <p>ABSTENTIONS: Trustees Becht, Crupi and Horl</p>	
<p><b>Consent Agenda</b></p> <ul style="list-style-type: none"> <li><b>A. Human Resources Recommendations-</b></li> <li><b>B. Acceptance of Grants</b></li> <li><b>C. Purchases in Excess of \$36,400 and New Jersey “Pay-to-Play” bids, and Pursuant to the New Jersey “Pay to Play” Process, in Excess of \$17,500 -</b></li> <li><b>D. Monthly Financial Dashboards</b></li> <li><b>E. Academic Calendars</b></li> </ul>	<p>A motion to approve the consent agenda was made by Trustee Horl and seconded by Trustee Deinhardt.</p> <p>Motion passed unanimously.</p> <p><b>YES:</b> Trustees Becht, L. Brennan, S. Brennan, Cram, Crupi, Deinhardt, Horl, Kaufmann, Rambaud, Richens, and Chair Abby-White</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Authorization to Exercise the Lease of Space at Brookdale to Rutgers, the State University of New Jersey -</b></p>	<p>A motion to approve by resolution the lease agreement with Rutgers University was made by Trustee Richens and seconded by Vice Chair Suzanne Brennan.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	<p><b>YES:</b> Trustees Becht, L. Brennan, S. Brennan, Cram, Crupi, Deinhardt, Horl, Kaufmann, Rambaud, Richens, and Chair Abby-White</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Lodging of Revised Policies –</b></p> <ul style="list-style-type: none"> <li><b>A. 2.9000 Acceptable Use of Computer Network, Resources &amp; Facilities</b></li> <li><b>B. 4.1005 Grants &amp; Special Projects</b></li> <li><b>C. 4.1006 Standards for Auditing &amp; Accounting</b></li> <li><b>D. 5.0018 Student Produced College Media</b></li> <li><b>E. 6.4000 Student Activities</b></li> </ul>	<p>A motion to lodge the following revised policies: 2.9000 Acceptable Use of Computer Network, Resources &amp; Facilities; 4.1005 Grants &amp; Special Projects; 4.1006 Standards for Auditing &amp; Accounting; 5.0018 Student Produced College Media, and 6.4000 Student Activities was made by Trustee Richens and seconded by Trustee Rambaud.</p> <p><b>YES:</b> Trustees Becht, L. Brennan, S. Brennan, Cram, Crupi, Deinhardt, Horl, Kaufmann, Rambaud, Richens, and Chair Abby-White</p> <p><b>NO:</b> None</p> <p><b>ABSTENTIONS:</b> None</p>	
<p><b>Public Comment</b></p> <p><b>Kevin Brown, Vice President and NJ State Director, 32BJ SEIU</b> – Mr. Brown representing the 32BJ SEIU union brought up concerns related to the employees of 3H, who won the custodial contract at the College. He reported that 3H is a party to a collective bargaining agreement with Local 32BJ and has violated the contract. He said that 3 H has denied health insurance, vacation and holiday pay to well over a third of</p>		

Topic and Discussion	Votes Taken	Action and Follow-up Actions
<p>the workforce; has failed to pay wages required by the contract, and disregarded an arbitrator’s award in favor of a fired employee. Mr. Brown suggested that the College require all future contractors to offer a standard wage policy.</p> <p><b>Elias Tobias, Employee 3H Service Systems, Inc.</b> – Mr. Tobias is a cleaner who is employed by 3H. He stated that many of his co-workers have been denied wages, health insurance, vacations, sick days and holidays which they are entitled to under their union contract. He asked the Board to consider establishing a standard wage policy and require all contractors to offer employment to existing employees during the first 90 days of a new contract.</p> <p><b>Tom Brennan, Radio Station Manager</b> – Mr. Brennan provided an overview of their fundraising activities and accomplishments, their service to the County through the recording of public service announcements, and he reported on their successful Songwriters on the Beach events.</p> <p><b>Brian McKeon, Faculty, Math Department</b> – Mr. McKeon brought up concerns for a mandate that requires all employees to complete compliance training but our Adjunct Faculty are not compensated for completing the training, whereas all other employees are. He was also concerned about unfunded state mandates for OER. He suggested that our College Counsel should be lobbying for these mandates to be funded.</p>		
<p><b>Old/New Business</b></p> <p>Vice-Chair Suzanne Brennan announced that if any board member is interested in running for Chair or Vice-Chair they should communicate their interest to her and be prepared to give a presentation at the October meeting and the formal vote will occur at the November meeting.</p> <p>Dr. Stout acknowledged employees at the meeting who were in the HR packet this month. He congratulated Suzanne Rauso and Elizabeth Kruijssen for their new positions. He also acknowledged the retirement of Michael Hargrave and Paulette Walker and thanked them for their service to the college.</p>		
<p><b>Resolution to Hold a Closed Meeting</b></p> <p><b>College Counsel read the Resolution to hold a closed meeting (Attachment A)</b></p>	<p>A motion was made to hold a closed session by Trustee Becht and seconded by Trustee Rambaud.</p> <p>Motion passed unanimously.</p>	
<p><b>Motion to Re-Open the Meeting to the Public</b></p>	<p>A motion was made to reopen the meeting to the public by Trustee Richens and seconded by Trustee L. Brennan.</p>	

Topic and Discussion	Votes Taken	Action and Follow-up Actions
	Motion passed unanimously.	
<p><b>Adjournment</b></p> <p><b>Meeting adjourned at 7:35 PM</b></p>	<p>A motion to adjourn the meeting was made by Trustee Richens and seconded by Trustee Cram.</p> <p>Motion passed unanimously.</p>	

**BROOKDALE COMMUNITY COLLEGE BOARD OF TRUSTEES**

**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

WHEREAS, while the Sen. Byron M. Baer Open Public Meetings Act (N.J.S.A. 10:4-6 et seq.) requires all meetings of the Brookdale Community College Board of Trustees to be held in public, N.J.S.A. 10:4-12(b) sets forth nine (9) types of matters that may lawfully be discussed in "Executive Session," i.e. without the public being permitted to attend, and

WHEREAS, the Brookdale Community College Board of Trustees has determined that 2 issues are permitted by N.J.S.A. 10:4-12(b) to be discussed without the public in attendance and shall be discussed during an Executive Session to be held on **September 24, 2019 at approximately 6:30 PM** the nine (9) exceptions to open public meetings set forth in N.J.S.A. 10:4-12(b) are listed below, and next to each exception is a box which will be marked when the issues to be privately discussed fall within that exception, and after each exception is a space where additional information that will disclose as much information about the discussion as possible without undermining the purpose of the exception shall be written.

"(1) Any matter which, by express provision of Federal law, State statute or rule of court shall be rendered confidential or excluded from public discussion." The legal citation to the provision(s) at issue is: \_\_\_\_\_ and the nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

\_\_\_\_\_

"(2) Any matter in which the release of information would impair a right to receive funds from the federal government." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

\_\_\_\_\_

"(3) Any material the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records, data, reports, recommendations, or other personal material of any educational, training, social service, medical, health, custodial, child protection, rehabilitation, legal defense, welfare, housing, relocation, insurance and similar program or institution operated by a public body pertaining to any specific individual admitted to or served by such institution or program, including but not limited to information relative to the individual's personal and family circumstances, and any material pertaining to admission, discharge, treatment, progress or condition of any individual, unless the individual concerned (or, in the case of a minor or incompetent, his guardian) shall request in writing that the same be disclosed publicly." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is \_\_\_\_\_

\_\_\_\_\_

**RESOLUTION**  
**Approved: September 24, 2019**



---

---

---

"(4) Any collective bargaining agreement, or the terms and conditions of which are proposed for inclusion in any collective bargaining agreement, including the negotiation of terms and conditions with employees or representatives of employees of the public body.(labor negotiations )

"(5) Any matter involving the purchase lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed." The nature of the matter, described as specifically as possible without undermining the need for confidentiality

"(6) Any tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection. Any investigations of violations or possible violations of the law." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is: \_

"(7) Any pending or anticipated litigation or contract negotiation in which the public body is or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his ethical duties as a lawyer." The parties to and docket numbers of each item of litigation and/or the parties to each contract discussed are and the nature of the discussion, described as specifically as possible without undermining the need for confidentiality is: **potential litigation regarding construction issues at the Wall Campus and contract negotiations with the Hazlet Board of Education.**

"(8) Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the public body, unless all individual employees or appointees whose rights could be adversely affected request in writing that such matter or matters be discussed at a public meeting." Subject to the balancing of the public's interest and the employee's privacy rights under South Jersey Publishing Co. v. New Jersey Expressway Authority, 124 N.J. 478 (1991), the employee(s) and nature of the discussion, described as specifically as possible without undermining the need for confidentiality is:

"(9) Any deliberation of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit belonging to the responding party as a result of an act of omission for which the responding party bears responsibility." The nature of the matter, described as specifically as possible without undermining the need for confidentiality is a

---

---

---

WHEREAS, the length of the Executive Session is estimated to be 60 minutes after which the public meeting of the Brookdale Community College Board of Trustees shall (select one)  reconvene and immediately adjourn or  reconvene and proceed with business where formal action may be taken.

NOW, THEREFORE, BE IT RESOLVED that the Brookdale Community College Board of Trustees will go into Executive Session for only the above stated reasons; and

BE IT FURTHER RESOLVED that the Brookdale Community College Board of Trustees hereby declares that its discussion of the aforementioned subject(s) will be made public at a time when the public's interest in disclosure is greater than any privacy or governmental interest being protected from disclosure.

BE IT FURTHER RESOLVED that the Board Secretary, at the present public meeting, shall read aloud enough of this resolution so that members of the public in attendance can understand, as precisely as possible, the nature of the matters that will privately discussed; and

BE IT FURTHER RESOLVED that the Board Secretary, on the next business day following this meeting, shall post this Resolution on the Board website and furnish a copy of this Resolution to any member of the public who requests one at the fees allowed by N.J.S.A. 47:1A-1 et seq.

**RESOLUTION**  
**Approved: September 24, 2019**