

BOARD OF TRUSTEES OF MIDDLESEX COUNTY COLLEGE
EXECUTIVE COMMITTEE

Minutes of the Meeting of August 28, 2020

The Executive Committee of the Middlesex County College Board of Trustees met at 8:30 a.m. via Zoom. Board members present were: Mrs. Power and Messrs. Finkelstein and Sica. Also present were President McCormick, Counsel Mr. Hoffman, Assistant Secretary Ms. D'Aloisio, Vice Presidents Ms. Campbell, Dr. Herron, and Dr. Scherr, Chief Financial Officer Mr. Maltino, Executive Dean Mr. Laureano, Executive Director Facilities Management Mr. Drost, Human Resources Executive Director Mr. Morgan, and Acting Information Technology Executive Director Mr. Mattaliano.

In compliance with the "Open Public Meetings Act" of the State of New Jersey, adequate notice of this meeting was provided as follows:

- (a) On August 20, 2020, advance written notice of this meeting was posted in the lobby of Chambers Hall.
- (b) On August 20, 2020, advance written notice of this meeting was e-mailed to the Home News Tribune and The Star Ledger.
- (c) On August 20, 2020, a copy of this advance notice of the meeting was filed with the Clerk of the Middlesex County Board of Chosen Freeholders.
- (d) On August 20, 2020, a copy of this advance notice was filed with the President of Middlesex County College.
- (e) Any individual who has requested notice of this meeting has been forwarded a copy of the notice of such meeting.

Chairman Power led the Pledge of Allegiance.

FINANCE COMMITTEE

Mr. Morgan reported five qualified brokers responded to the RFP for broker for dental services. Arthur J. Gallagher & Co. DBA Gallagher Benefit Services, Inc. is being recommended based on their experience with the public sector, their experience with health and dental benefits, their strong relationship with dental carriers in the market, and the proposal they had for dental plans for the College for the coming year.

Mr. Finkelstein moved, seconded by Mr. Sica, for adoption of the following resolution:

1. BE IT RESOLVED, that based on the recommendation of the Director of Purchasing and Inventory an award be made to the following firm(s) pursuant to a fair and open process:

- a. Special Quote # 10725 for Broker of Record for dental consulting services from a total of five responses received:

Arthur J. Gallagher & Co. DBA Gallagher Benefit Services, Inc., Whippany, NJ for the period from January 1, 2021 through December 31, 2021 with an optional one (1) year renewal through December 31, 2022.

After discussion, the motion carried.

GENERAL

Mr. Morgan reported the Emergency Resolution approved by the Board of Trustees on July 29, 2020, has been edited to include the following: an online questionnaire on a daily basis, a temperature check protocol for visitors to the campus, the requirement of face coverings, social distancing, and giving campus police the authority to enforce these protocols.

Mr. Sica moved, seconded by Mr. Finkelstein, for approval of the following resolution:

EMERGENCY RESOLUTION OF BOARD OF TRUSTEES ADOPTING COVID-19 PROTOCOL/PROCEDURE FOR ADMISSION TO COLLEGE CAMPUSES

1. WHEREAS, the Board of Trustees of Middlesex County College approved an emergency proclamation ("Proclamation") in response to COVID-19 on March 17, 2020; and

WHEREAS, New Jersey Executive Order No. 155 issued by Governor Murphy and other Executive Orders have recognized that in order to limit the spread of COVID-19 cases certain safeguards and restrictions are required; and

WHEREAS, pursuant to Executive Order No. 175 it was determined to allow New Jersey institutions of higher education to resume in-person instruction not previously permitted under Executive Order No. 155 while adhering to necessary health and safety standards; and

WHEREAS, Executive Order No. 175 recognizes the necessity to continue safeguards recognized in the Executive Orders regarding COVID-19 in light of the public health emergency; and

WHEREAS, the Board of Trustees now desires to set forth its Protocols/Procedures for admission to its College campuses in response to COVID-19.

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

1. The Board of Trustees hereby adopts the attached Protocols/Procedures for symptom and temperature checks and admission to all College campuses.

2. All visitors, employees, and students on College campuses shall follow social distancing guidelines and shall use face coverings except when doing so would inhibit the individual's health or when the individual is under the age of five (5) years.
3. At each Middlesex County College facility and worksite Middlesex County College will post signage informing students, employees and members of the public of the Middlesex County College COVID-19 Protocols/Procedures. The signage will provide that at designated locations upon the campuses there will be a copy of the Middlesex County College's Protocols/Procedures for review.
4. The College shall post on its website the attached Protocols/Procedures.
5. If a visitor to College campuses does not follow the Protocol/Procedure addressing temperature checks, the visitor will be denied admission to the campuses or removed by the Middlesex County College Police Department.
6. If students or employees do not follow the Protocol/Procedure addressing symptom checks, the student or employee will be denied admission to the campuses or removed by the Middlesex County College Police Department.

After discussion, the motion was approved.

The above resolutions will be ratified at the next regular meeting of the Board of Trustees on Wednesday, September 16, 2020, at 8:30 a.m.

There were no comments from the public.

The meeting adjourned at 8:36 a.m.

ROBERT P. SICA
SECRETARY

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