

North Jersey NIGP Chapter #7

Chartered October 26, 1977

President: *James Jorgensen*

Treasurer/Membership: *Denise Piszkowski*

Vice President: *Apryl L. Roach*

Secretary: *Simona Casian-Sirbu*

**Minutes
Regular Meeting
March 16, 2023**

The meeting was called to order at 10:00 am by President James Jorgensen. After the flag salute, a moment of silence was observed.

Denise Piszkowski/ Treasurer provided the Treasurer report and stated that the association has 78 paid members thus far and a balance of \$19,117.88. NIGP pins were purchased and will be handed out at the next forum. Secretary had not submitted minutes for the previous meeting (held December 2022).

Motions were introduced to accept the Treasurer's report. The motions were approved.

Guest Speakers

J Anthony E. Carlos, Investigator, State of New Jersey Department of the Treasury

Discussion about Public Agency Guidelines for Administering EEO in Public Contracts followed by a Q&A on requirements.

Mr. Carlos discussed the structure of the department he represents and explained that the State's Equal Employment Opportunity (EEO) law was in place as it currently is since 1975. Mr. Carlos further explained that the threshold for obtaining an Employee Information Certificate (EIC) was necessary for vendors and contractors doing business with NJ State public entities as it validated their compliance with the aforementioned EEO law.

Mr. Carlos shared that the threshold for obtaining an EIC started at dollar 1, not the bid threshold or the P2P threshold. Goods and Services Employers were required to submit an AA302 in order to obtain their EIC and typically would get the EIC response within a week or so.

Construction Contractors were required to use the AA201 for their EEO compliance. A public entity was required to provide Affirmative Action documents, such as Exhibit A and B, and quote the statute in their legal notices.

NJ State Cooperative Lead Agency contracts were not an EEO consideration for local units that were members using the cooperatives. The Lead Agency was required to fulfil all the due diligence that any local government would be required to do.

National cooperatives were required to provide all the same due diligence evidence that any NJ State based cooperative or local government would need to have in hand.

Links to the NJ State EEO office can be found on the Chapter 7 NIGP website, per president James Jorgensen.

Olga Chaban, Senior Coordinator- Professional Continuing Education and Training- Rutgers University-Center for Government Service

Ms. Chaban advised that the 2023 Public Purchasing forum will take place between May 2nd through to May 4th, at the Golden Nugget in Atlantic City. Ms. Chaban also talked about some of the concurrent seminars and presentations, including one that would be focused on group discussion for various sized public entities. The information was well received.

OLD BUSINESS- none

NEW BUSINESS – next meeting would be held at the Trade Wins on June 8th

The meeting was adjourned at or about 11:45 AM.

Respectfully Submitted,

James J. Jorgensen

President