



Board of County Commissioners

Health/Human Services/Education Committee

RESOLUTION ACKNOWLEDGING THE STANDARD BOARD RESOLUTION FORM FROM THE NEW JERSEY DEPARTMENT OF HUMAN SERVICES FOR THE STATE HEALTH INSURANCE ASSISTANCE PROGRAM (SHIP) GRANT

WHEREAS, the Board of Chosen Commissioners acknowledges the Standardized Board Resolution Form from the State of New Jersey Department of Human Services for State Health Insurance Assistance Program (SHIP); and

WHEREAS, various proposals shall include a signed Standardized Board Resolution Form.

NOW, THEREFORE, BE IT RESOLVED by the Salem County Board of Commissioners of the County of Salem that:

- 1. The acceptance and use of this form for proposals is approved.
2. The Commissioner Director and the Office on Aging and Disabilities Executive Director are hereby authorized to certify, approve, and sign the Standardized Board Resolution Form.
3. Authorized signatories for contract documents, checks, invoices in the SAGE system are: June Sieber, Donna Carr and Kelly Hannigan.

GORDON J. OSTRUM, JR., County Commissioner
Chair, Health/Human Services/Education Committee

I hereby certify the foregoing to be a true resolution adopted by the Salem County Board of County Commissioners on March 3, 2021.

STACY L. PENNINGTON
Clerk of the Board

RECORD OF VOTE

Table with 7 columns: COMMISSIONER, RESOLUTION MOVED, RESOLUTION SECOND, AYE, NAY, ABSTAIN, ABSENT. Rows include G. Ostrum, Jr., E. Ramsay, L. Ware, R.S. Griscom, and B. Laury.

✓ Indicates Vote

Department Initials OOA/blo

State of New Jersey
Department of Human Services

SUBJECT: Standardized Board Resolution Form

EFFECTIVE: This policy shall become effective August 1, 2009.

PROMULGATED: July 20, 2009

SUPERCEDES: Standardized Board Resolution Form, promulgated
November 21, 2007

PURPOSE: The purpose of this policy circular is to standardize the content of the Provider Agency Board Resolutions across all Department of Human Services (DHS) Departmental Components to assure that all of the required obligations are identified and committed to by the Provider Agency Board.

I. SCOPE

This policy circular applies to all DHS Third Party incorporated contracted Provider Agencies, Universities/Colleges and for-profit organizations.

II. POLICY

Periodically Boards of Directors in conducting the business of their organizations attest to their actions or decisions by way of written resolutions. The DHS requires Contract Providers to complete and file the attached standard board resolution when executing a DHS Third Party Social Service Contract.

A. Requirements for completion, updating and submission


The Attachment I, Page 1 is to be completed by the Agency and the same for Attachment II.

When any changes occur which would affect the contents of the form, the Board is to convene and complete a new Board

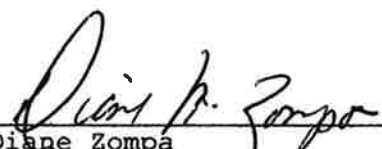
Resolution and submit it to the Departmental Component within 10 business days of the change unless otherwise specified in the DHS policy.

The completed form is to be returned to the Departmental Component with all other required contract documents as part of the contract package. (See Policy Circular P1.01, Documents and Conditions Required for Processing, Executing and Documenting a DHS Third Party Contract.)

Issued by:



Howard Mass, Director
Office of Administration



Diane Zompa
Chief of Staff
Department of Human Services