



COUNTY OF UNION

OFFICE OF THE COUNTY MANAGER

George W. Devanney, County Manager

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M. ELIZABETH GENIEVICH,
C.M.C., M.P.A.
*Deputy County Manager/
Director of Administrative
Services*

ROBERT E. BARRY, ESQ.
County Counsel

NICOLE L. DiRADO,
R.M.C., M.P.A.
Clerk of the Board

TO: M. Elizabeth Genievich, Deputy County Manager

FROM: George W. Devanney, County Manager

DATED: November 12, 2009

RE: 24/7 - Updated

This memo is written to clarify Section C, 139-12, Assignment of Non-Motor Pool Vehicles, which provides for assignments of vehicles. After an extensive review of the County Code it has been determined nothing has ever been issued which clarifies those individuals or positions which have the responsibility 24/7 for vehicle. This memo serves to clarify this subsection in the hopes of avoiding future confusion.

The Union County Administrative Code states: "Assignments may also be made by the County Manager based upon review and approval by the County Manager of a written statement of justification. Such statement shall set forth in detail the regular requirement of vehicle usage outside of normal working hours and on weekends."

Certain personnel require "24/7" access and usage of a vehicles for purposes of ensuring health and safety, vital public services, buildings and grounds and emergent conditions are properly maintained and addressed. More recently, homeland security needs have put additional burdens on Administrative personnel who also require 24 hour ability to respond and have access to the county radio system. ("Admin Ops")

People who fall within these categories include, but are not limited to those responsible for all our properties, buildings and facilities which operate 24 hours a day. These are the people who are expected to report if and when it is deemed necessary. The services they provide are those which the residents of Union County rely on a daily basis.

ADMINISTRATION BUILDING

Elizabethtown Plaza

Elizabeth, NJ 07207

(908)527-4200

fax(908)289-0180

www.ucnj.org

We're Connected to You!

As such, the following positions are deemed to be "24/7" or full time first responders:

County Manager
Deputy County Manager/Director of Administrative Services
Public Safety Director
Human Services Director
Clerk of the Freeholder Board
Parks & Community Renewal Director and Deputy Director
County Counsel
Engineering, Public Works & Facilities Director and Deputy Director
Division of Engineering, Director
Division of Public Works, Director
Division of Facilities, Director
Finance Director
Division of Park Maintenance Director
Runnells Hospital
Director of Hospital Maintenance
Jail Director
Juvenile Detention Superintendent
Chief of Police
Medical Examiner
Morgue Custodian
OEM Coordinator
Purchasing Director
Personnel Director
Motor Vehicle Director

In addition, the following personnel are considered to be "24/7" or full time first responders:

Lina Alvarado, Bldg. Maint. Worker, Juvenile Detention
George Blaskewicz, Asst. Director, Corrections
Michael Cahill, Stationary Engineer
Alfonso Campanella, Stationary Engineer
Richard Cardozo, Bldg. Supt. Jail
Victor Chacon, Sr. Maint. Repairer, Jail
Anthony Ciramella, Stationary Engineer
Ted Debowski, Asst. Spvsg. Plumber/Steamfitter
Seb D'Elia, Director of Public Information
Karen Dinsmore, Asst. Director, Human Services
Mike Furchak, Plumber/Steamfitter, Jail
Donald Geib, Stationary Engineer
Lester Jones, Health Officer
Kazmierczyk, Ted, Spvsg. Plumber
Edward Kuspiel, Stationary Engineer, Runnells Hosp.
Jeffrey Lassiter, Bldg. Maint. Worker, Juv. Det.

Brian Lynch, Stationary Engineer
Thomas MacDermant, General Supervisor Construction
John Matejek, Stationary Engineer
Tina Matlock, Asst Supt., Juv. Det.
Marvyn Matthes, Stationary Engineer
Roberta Milano, Bureau Chief/Health Management
Jerry Pecoraro, General Trade Supervisor
Frank Romano, Building Supt. Juv. Det.
Gray Rothrock, Asst. Chief Stationary Engineer
Peter Ryan, Bldg. Maint. Worker, Jail
Alberto Sanchez, System Analyst, Information Tech.
Arnold Schmidt, Supervisor, Environmental
El-Amin Shaheed, Stationary Engineer
Philip Triano, Bureau Chief/Boiler Room
Kathleen Villagio, Bureau Chief, Information Tech.
Joan Wheeler, Assoc. Hospital Admin, Runnells

I trust that this memorandum clarifies any confusion that exists.

Cc: Robert E. Barry, Esq.