

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS
COUNTY OF ESSEX**

RESOLUTION NO. _____ **AUTHORITY FOR RESOLUTION:** N.J.S.A. 40:41A-38(n)

PROPOSED BY: COUNTY EXECUTIVE **AUTHORITY FOR ACTION:** N.J.S.A. 40:41A-36(i)

SUBJECT:

DEPARTMENT OF CITIZEN SERVICES, DIVISION OF COMMUNITY ACTION – INTERAGENCY AGREEMENTS WITH THE CITY OF EAST ORANGE (\$40,000.00), TOWNSHIP OF IRVINGTON/IRVINGTON NEIGHBORHOOD IMPROVEMENT CORPORATION (\$40,000.00) AND TOWNSHIP OF MONTCLAIR (\$40,000.00) FOR CODE BLUE EMERGENCY HOMELESS SERVICES – JANUARY 1, 2023 – MARCH 31, 2023 – AMOUNT NOT TO EXCEED \$120,000.00

WHEREAS, the County desires to enter into interagency agreements with the City of East Orange (\$40,000.00), the Township of Irvington/Irvington Neighborhood Improvement Corporation (\$40,000.00) and the Township of Montclair (\$40,000.00) for the period of January 1, 2023 through March 31, 2023 at a cost not to exceed of \$120,000.00, for Code Blue Emergency Services and said agreements are presented to the Board of County Commissioners for its approval; and

WHEREAS, the Chief Financial Officer has certified the availability of funds to pay such contracts (which certification is attached hereto); now, therefore, be it.

RESOLVED, by the Board of County Commissioners of the County of Essex as follows:

1. That the agreements between the County of Essex, acting through its Department of Citizen Services, Division of Community Action and the City of East Orange, the Township of Irvington/Irvington Neighborhood Improvement Corporation and the Township of Montclair , attached hereto are hereby approved.
2. That one (1) certified copy of this resolution and agreements be forwarded to Terrance McCoy, Division of Community Action.

Approved as to form and legality _____ *Justin* _____ Date _____

ESSEX COUNTY COUNSEL

RECORD OF VOTE (X=Vote N.V.=Abstention ABS=Absent)

Moved by Commissioner _____
 Second by Commissioner _____

Commissioner	Yes	No	N.V.	ABS	Commissioner	Yes	No	N.V.	ABS
Cooper					Mercado				
Gill					Pomares, V.P.				
Graham					Richardson, Pres.				
Johnson					Sebold				
Luciano									

It is hereby certified that the foregoing Resolution was () adopted () defeated () tabled by roll call vote at a _____ meeting of the Board of County Commissioners of the County of Essex, New Jersey held on _____.

Is Publication Required () Yes () No

Date Published _____

 Wayne L. Richardson, President

Inter-Agency Code Blue Agreements
 1/27/2023

DEPARTMENT: CITIZEN SERVICES

DIVISION: COMMUNITY ACTION

**TO: ROBERT D. JACKSON,
COUNTY ADMINISTRATOR**

**FROM: ANIBAL RAMOS, JR.
DEPARTMENT DIRECTOR**

DATE: JANUARY 26, 2023

SUBJECT: MEMORANDUM OF AGREEMENT'S WITH THE CITY OF EAST ORANGE (\$40,000) AND TOWNSHIP OF IRVINGTON/IRVINGTON NEIGHBORHOOD IMPROVEMENT CORPORATION (\$40,000) AND TOWNSHIP OF MONTCLAIR (\$40,000) FOR THE PERIOD OF JANUARY 1, 2023, THRU MARCH 31, 2023, IN THE AMOUNT OF \$120,000.00

Introduction:

Three Memorandums of Agreement's (MOA) were developed between the City of East Orange, Township of Irvington/Irvington Neighborhood Improvement Corporation and the Township of Montclair with the County of Essex, Department of Citizen Services, Division of Community Action for Code Blue Emergency Homeless Services not to exceed the amount of \$120,000.00.

The MOA is to provide funds to the City of East Orange, Township of Irvington/Irvington Neighborhood Improvement Corporation and Township of Montclair for the purposes of assisting the County during the Code Blue declaration to shelter homeless individuals and families when frigid and/or inclement weather conditions occur for the period of January 1, 2023, through March 30, 2023.

Recommendation:

It is recommended that the Essex County Board of County Commissioners approve these Memoranda of Agreements for the three (3) month term to ensure the homeless population is assisted with shelter accommodations as needed.

Reasons for Recommendations:

To assist the City of East Orange, Township of Irvington/Irvington Neighborhood Improvement Corporation, and the Township of Montclair in collaboration with the County of Essex' efforts to provide sheltering to the homeless population during the County's Code Blue declared dates.

Fiscal Impact:

The Memorandum of Agreement's shall not exceed \$120,000.00 and there is no match required for the funding. The grant is 100% funded through the Essex County Homeless Trust Fund grant; therefore, there is no negative fiscal impact on the County.



OFFICE OF ACCOUNTS AND CONTROL
HALL OF RECORDS, ROOM 542
NEWARK, NEW JERSEY 07102

CERTIFICATION OF FUNDS

Vendor Name See Attached Schedule
Account Name See Attached Schedule
Account # See Attached Schedule
Contract Period (If Applicable) 01/01/2023 03/31/2023
Purpose of Contract To provide for Interagency Agreements with the City of East Orange,
Township of Irvington/ Irvington Neighborhood Improvement Corporation and
the Township of Montclair for Code Blue Emergency Services

120,000.00 Contract Amount

Funding

Temporary Budget Amount
Current Fund Budget Amount
Contingent Current Year Amount
Grant Funding
Capital Funding
120,000.00 Trust Funding
Contingent Subsequent Years

I, do hereby certify that the funding is legally appropriated per the above information for the purpose specified in the attached contract. Furthermore, it has been represented to me that the contracts have been processed in accordance with the applicable provisions of the Optional County Charter Law, the Essex County Administrative Code and the Essex County Standard Operating Policies and Procedures.

CM Date: 1/30/2023
Cert: 713



Ehab Salama
Chief Financial Officer



OFFICE OF ACCOUNTS AND CONTROL
HALL OF RECORDS, ROOM 542
NEWARK, NEW JERSEY 07102

CERTIFICATION OF FUNDS

Date: 1/30/2023
Cert: 713

Vendor Name	Account Number	Account Name	Amount
City of East Orange	03-287-56-345-051-108	Homeless Trust Fund - Code Blue	40,000.00
Township of Irvington/Irvington Neighborhood Improvement Corporation	03-287-56-345-051-108	Homeless Trust Fund - Code Blue	40,000.00
Township of Montclair	03-287-56-345-051-108	Homeless Trust Fund - Code Blue	40,000.00

MEMORANDUM OF AGREEMENT

Essex County and its partners are responsible for providing housing and homeless supportive services in the community are collaborating on Code Blue initiatives for persons experiencing homelessness. This Memorandum of Agreement shall stand as evidence that the **City of East Orange**, hereinafter referred to as the AGENCY, agrees to work with the **Essex County Division of Community Action**, which serves as the lead agency for the NJ 504-Newark/Essex Continuum of Care (CoC). To this end, each entity, agency and/or organization agrees to participate in an exchange providing emergency sheltering and supportive services. This is defined as:

Providing temporary emergency sheltering that has amenities including bathroom facilities, case management services, sleeping quarters, food and water, and housing resource. These are the minimum requirements for the Essex County CoC's CODE BLUE Warming Center facility.

RESPONSIBILITIES

Essex County is required to establish and administer a Code Blue program that will ensure shelter & safety for homeless individuals and families during Code Blue designated days/night & times throughout the winter/spring months when weather temperatures reach 32 degrees Fahrenheit or lower; or the National Weather Service declares a wind chill temperature below zero.

The Essex County Division of Community Action will be the primary Code Blue responsible agency which entails:

- Determining when a Code Blue will be called and the duration of that Code Blue Declaration
- Facilitating the placement of individuals at Code Blue sites through partners such as: street outreach organizations and NJ211 as the primary referral source
- Providing system management, monitoring and oversight.
- Maintaining a thorough, accurate, and updated resource database (NJHMIS)
- Collecting and disseminating community needs data, and
- Communicating and collaborating with partner agencies
- The receipt of invoices and the remittance of funds as they are available, and not to exceed any agreed upon and understood funding amounts.
- The ability to accept, request for changes to, deny, or request the reimbursement for any funds requested or utilized by the City of East Orange. The County at any time reserves the right to terminate this MOA upon its discretion, through written notice to the City of East Orange

As the Lead Agency, the Essex County Division of Community Action will respond to the City of East Orange concerns, advocate for system improvement, and ensure the Code Blue program for Essex County remains efficient and effective, distributing updates and communication to the City of East Orange in a timely fashion or when the need arises. Community Action will oversee and lead efforts for Code Blue, sharing revisions with the City of East Orange, Essex County Continuum of Care Executive Board/Full Body, State and Federal Partners, as needed.

In compliance with all applicable Code Blue NJ Laws, HEARTH Act, and all other applicable Federal, State and Local law, the objectives of the Essex County CoC, by signing this MOA, the City of East Orange agrees to participate in the Essex County Code Blue program. Participation, includes, but not limited to:

- Emergency Sheltering during official designated Code Blue Declaration alerts at a cost of \$400 per night/day (24-hour instance)
- Demonstrating “good faith” efforts to improve cross-system collaboration and sustain inter-agency cooperation.

- Actively engaging in “good faith” efforts to resolve all program implementation challenges.
- Utilizing all capacity available within the facilities to house the maximum number of individuals in need of shelter during Code Blue in Essex County
- Referring individuals/families who are eligible for Essex County Division of Family Assistance & Benefits (formerly known as Welfare) and/or Community Action’s, Coordinated Entry for Supportive Housing (Sheltering, Transitional Housing, Permanent Housing) assessment screenings; as such, the City of East Orange or it’s designees will assess the need of the individual/family for housing or homeless supportive services and refer as needed
- Providing Community Action with updated and accurate information about the City of East Orange capacity & service delivery and programmatic changes; as well as keeping up to date HMIS logs, intakes, and data on all program participants.
- Understanding that participation is required by the Continuum of Care with funding sources backing up the requirement in their funding/program evaluation criteria, and

TERM

The MOA is an agreement which shall not exceed \$40,000 and be for a term of three months beginning January 1, 2023, through March 31, 2023, and shall be extended based on unforeseen State of New Jersey Code Blue Legislative weather conditions.

This Memorandum of Agreement “MOA” will be provided to the agency in full executed force upon the required signatures.

AUTHORIZED SIGNATURES

City of East Orange:

(Print) Name: TEO R. GRECIV
 Title: Mayor
 Signature: [Handwritten Signature] Date: 1/23/23

Essex County Division of Community Action:

(Print) Name: TERRENCE L. MCCOY
 Title: Division Director
 Signature: [Handwritten Signature] Date: 1/23/2023

AFFIRMATIVE ACTION REQUIREMENTS

COMPANY NAME: City of East Orange
SIGNATURE: [Signature]
PRINT NAME: Joseph A. Green
TITLE: Mayor

VENDORS ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF P.L. 1975, c. 127 (N.J.S.A. 10:5-51, et seq.). See also N.J.A.C. 17:27 et seq.

REQUIRED AFFIRMATIVE ACTION EVIDENCE

A. PROCUREMENT & SERVICE CONTRACT (which are not subject to a Federally approved or sanctioned affirmative action program). All successful vendors must submit within ten calendar (10) days of the notice of intent to award (Memorandum of Agreement) or the signing of the contract, whichever is sooner, one of the following:

1. A PHOTOCOPY OF THEIR FEDERAL LETTER OF AFFIRMATIVE ACTION PLAN APPROVAL.

OR

2. A PHOTOCOPY OF THEIR CERTIFICATE OF EMPLOYEE INFORMATION REPORT.

OR

3. A COMPLETED AFFIRMATIVE ACTION EMPLOYEE INFORMATION REPORT (AA302).

B. CONSTRUCTION CONTRACTS

ALL SUCCESSFUL CONTRACTORS MUST SUBMIT WITHIN TEN (10) DAYS OF THE NOTICE OF INTENT TO AWARD A CONTRACT (MEMORANDUM OF AGREEMENT), AN INITIAL PROJECT MANNING REPORT (AA201) FOR ANY CONTRACT AWARD THAT MEETS OR EXCEEDS THE PUBLIC AGENCY BIDDING THRESHOLD.

**STATEMENT OF CERTAIN POLITICAL CONTRIBUTIONS
MADE AFTER JULY 11, 1986**

NEGOTIATED CONTRACTS
(This Statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Commissioners of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods to or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, or political organization, or any State political party.

Set forth name of County elected official, County political party and/ or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposer within five (5) years of the date hereof. If none, write "none".

<u>Name</u>	<u>Amount</u>
City of East Orange	0

Proposer City of East Orange
By 
Signature
Print or Type Name of Signatory
Tom L. Green

MEMORANDUM OF AGREEMENT

Essex County and its partners are responsible for providing housing and homeless supportive services in the community are collaborating on Code Blue initiatives for persons experiencing homelessness. This Memorandum of Agreement shall stand as evidence that the **Township of Irvington/Irvington Neighborhood Improvement Corporation**, hereinafter referred to as the AGENCY, agrees to work with the **Essex County Division of Community Action**, which serves as the lead agency for the NJ 504-Newark/Essex Continuum of Care (CoC). To this end, each entity, agency and/or organization agrees to participate in an exchange providing emergency sheltering and supportive services. This is defined as:

Providing temporary emergency sheltering that has amenities including bathroom facilities, case management services, sleeping quarters, food and water, and housing resource. These are the minimum requirements for the Essex County CoC's CODE BLUE Warming Center facility.

RESPONSIBILITIES

Essex County is required to establish and administer a Code Blue program that will ensure shelter & safety for homeless individuals and families during Code Blue designated days/night & times throughout the winter/spring months when weather temperatures reach 32 degrees Fahrenheit or lower; or the National Weather Service declares a wind chill temperature below zero.

The Essex County Division of Community Action will be the primary Code Blue responsible agency which entails:

- Determining when a Code Blue will be called and the duration of that Code Blue Declaration
- Facilitating the placement of individuals at Code Blue sites through partners such as: street outreach organizations and NJ211 as the primary referral source
- Providing system management, monitoring and oversight.
- Maintaining a thorough, accurate, and updated resource database (NJHMIS)
- Collecting and disseminating community needs data, and
- Communicating and collaborating with partner agencies
- The receipt of invoices and the remittance of funds as they are available, and not to exceed any agreed upon and understood funding amounts.
- The ability to accept, request for changes to, deny, or request the reimbursement for any funds requested or utilized by the Township of Irvington/Irvington Neighborhood Improvement Corporation. The County at any time reserves the right to terminate this MOA upon its discretion, through written notice to the Township of Irvington/Irvington Neighborhood Improvement Corporation

As the Lead Agency, the Essex County Division of Community Action will respond to the Township of Irvington/Irvington Neighborhood Improvement Corporation concerns, advocate for system improvement, and ensure the Code Blue program for Essex County remains efficient and effective, distributing updates and communication to the Township of Irvington/Irvington Neighborhood Improvement Corporation in a timely fashion or when the need arises. Community Action will oversee and lead efforts for Code Blue, sharing revisions with the Township of Irvington/Irvington Neighborhood Improvement Corporation, Essex County Continuum of Care Executive Board/Full Body, State and Federal Partners, as needed.

In compliance with all applicable Code Blue NJ Laws, HEARTH Act, and all other applicable Federal, State and Local law, the objectives of the Essex County CoC, by signing this MOA, The Township of Irvington/Irvington Neighborhood Improvement Corporation agrees to participate in the Essex County Code Blue program. Participation, includes, but not limited to:

- Emergency Sheltering during official designated Code Blue Declaration alerts at a cost of \$400 per night/day (24-hour instance)
- Demonstrating "good faith" efforts to improve cross-system collaboration and sustain inter-agency cooperation.
- Actively engaging in "good faith" efforts to resolve all program implementation challenges.
- Utilizing all capacity available within the facilities to house the maximum number of individuals in need of shelter during Code Blue in Essex County
- Referring individuals/families who are eligible for Essex County Division of Family Assistance & Benefits (formerly known as Welfare) and/or Community Action's, Coordinated Entry for Supportive Housing (Sheltering, Transitional Housing, Permanent Housing) assessment screenings; as such, the Township of Irvington/Irvington Neighborhood Improvement Corporation or it's designees will assess the need of the individual/family for housing or homeless supportive services and refer as needed
- Providing Community Action with updated and accurate information about the Township of Irvington/Irvington Neighborhood Improvement Corporation capacity & service delivery and programmatic changes; as well as keeping up to date HMIS logs, intakes, and data on all program participants.
- Understanding that participation is required by the Continuum of Care with funding sources backing up the requirement in their funding/program evaluation criteria, and

TERM

The MOA is an agreement which shall not exceed \$40,000 and be for a term of three months beginning January 1, 2023, through March 31, 2023, and shall be extended based on unforeseen State of New Jersey Code Blue Legislative weather conditions.

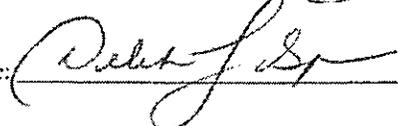
This Memorandum of Agreement "MOA" will be provided to the agency in full executed force upon the required signatures.

AUTHORIZED SIGNATURES

Township of Irvington/Irvington Neighborhood Improvement Corporation:

(Print) Name: Deborah T. Siodkias

Title: Executive Director

Signature:  Date: 1-11-23

Essex County Division of Community Action:

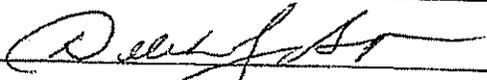
(Print) Name: Terrence L. McCoy

Title: Division Director

Signature:  Date: 1/12/2023

AFFIRMATIVE ACTION REQUIREMENTS

COMPANY NAME: Township of Irvington/INIC

SIGNATURE: 

PRINT NAME: Deborah F. Simpkins

TITLE: Executive Director

VENDORS ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF P.L. 1975, c. 127 (N.J.S.A. 10:5-31, et seq.). See also N.J.A.C. 17:27 et seq.

REQUIRED AFFIRMATIVE ACTION EVIDENCE

A. PROCUREMENT & SERVICE CONTRACT (which are not subject to a Federally approved or sanctioned affirmative action program). All successful vendors must submit within ten calendar (10) days of the notice of intent to award (Memorandum of Agreement) or the signing of the contract, whichever is sooner, one of the following:

1. A PHOTO COPY OF THEIR FEDERAL LETTER OF AFFIRMATIVE ACTION PLAN APPROVAL.

OR

2. A PHOTO COPY OF THEIR CERTIFICATE OF EMPLOYEE INFORMATION REPORT.

OR

3. A COMPLETED AFFIRMATIVE ACTION EMPLOYEE INFORMATION REPORT (AA302).

B. CONSTRUCTION CONTRACTS

ALL SUCCESSFUL CONTRACTORS MUST SUBMIT WITHIN TEN (10) DAYS OF THE NOTICE OF INTENT TO AWARD A CONTRACT (MEMORANDUM OF AGREEMENT), AN INITIAL PROJECT MANNING REPORT (AA201) FOR ANY CONTRACT AWARD THAT MEETS OR EXCEEDS THE PUBLIC AGENCY BIDDING THRESHOLD.

**STATEMENT OF CERTAIN POLITICAL CONTRIBUTIONS
MADE AFTER JULY 11, 1986**

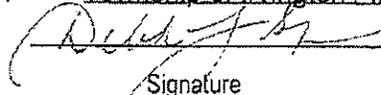
NEGOTIAED CONTRACTS
(This Statement is part of the proposal packet)

Ordinance Number 0-86-0007, as amended by Ordinance Number 0-95-0003, adopted by the Board of Chosen Freeholders of the County of Essex, requires that all proposals for negotiated contracts submitted by individuals and/or business entities seeking to provide goods to or to perform services for the County of Essex shall contain a statement setting forth each political contribution by them of \$500.00 or more made within five years next preceding the date of said contract, either directly or indirectly, to any County elected political official, County political party and/or County official, or political organization, or any State political party.

Set forth name of County elected official, County political party and/ or County official, political organization, or State political party to whom a political contribution of \$500.00 or more was made by proposer within five (5) years of the date hereof. If none, write "none".

<u>Name</u>	<u>Amount</u>
	"NONE"

Proposer Township of Irvington / INIC

By 

Signature

Print or Type Name of Signatory

Deborah F. Simpkins

MEMORANDUM OF AGREEMENT

Essex County and its partners are responsible for providing housing and homeless supportive services in the community are collaborating on Code Blue initiatives for persons experiencing homelessness. This Memorandum of Agreement shall stand as evidence that the **Township of Montclair**, hereinafter referred to as the AGENCY, agrees to work with the **Essex County Division of Community Action**, which serves as the lead agency for the NJ 504-Newark/Essex Continuum of Care (CoC). To this end, each entity, agency and/or organization agrees to participate in an exchange providing emergency sheltering and supportive services. This is defined as:

Providing temporary emergency sheltering that has amenities including bathroom facilities, case management services, sleeping quarters, food and water, and housing resource. These are the minimum requirements for the Essex County CoC's CODE BLUE Warming Center facility.

RESPONSIBILITIES

Essex County is required to establish and administer a Code Blue program that will ensure shelter & safety for homeless individuals and families during Code Blue designated days/night & times throughout the winter/spring months when weather temperatures reach 32 degrees Fahrenheit or lower; or the National Weather Service declares a wind chill temperature below zero.

The Essex County Division of Community Action will be the primary Code Blue responsible agency which entails:

- Determining when a Code Blue will be called and the duration of that Code Blue Declaration
- Facilitating the placement of individuals at Code Blue sites through partners such as: street outreach organizations and NJ211 as the primary referral source
- Providing system management, monitoring and oversight.
- Maintaining a thorough, accurate, and updated resource database (NJHMIS)
- Collecting and disseminating community needs data, and
- Communicating and collaborating with partner agencies
- The receipt of invoices and the remittance of funds as they are available, and not to exceed any agreed upon and understood funding amounts.
- The ability to accept, request for changes to, deny, or request the reimbursement for any funds requested or utilized by the Township of Montclair. The County at any time reserves the right to terminate this MOA upon its discretion, through written notice to the Township of Montclair

As the Lead Agency, the Essex County Division of Community Action will respond to the Township of Montclair concerns, advocate for system improvement, and ensure the Code Blue program for Essex County remains efficient and effective, distributing updates and communication to the Township of Montclair in a timely fashion or when the need arises. Community Action will oversee and lead efforts for Code Blue, sharing revisions with the Township of Montclair, Essex County Continuum of Care Executive Board/Full Body, State and Federal Partners, as needed.

In compliance with all applicable Code Blue NJ Laws, HEARTH Act, and all other applicable Federal, State and Local law, the objectives of the Essex County CoC, by signing this MOA, The Township of Montclair agrees to participate in the Essex County Code Blue program. Participation, includes, but not limited to:

- Emergency Sheltering during official designated Code Blue Declaration alerts at a cost of \$400 per night/day (24-hour instance)
- Demonstrating "good faith" efforts to improve cross-system collaboration and sustain inter-agency cooperation.

- Actively engaging in “good faith” efforts to resolve all program implementation challenges.
- Utilizing all capacity available within the facilities to house the maximum number of individuals in need of shelter during Code Blue in Essex County
- Referring individuals/families who are eligible for Essex County Division of Family Assistance & Benefits (formerly known as Welfare) and/or Community Action’s, Coordinated Entry for Supportive Housing (Sheltering, Transitional Housing, Permanent Housing) assessment screenings; as such, the Township of Montclair or it’s designees will assess the need of the individual/family for housing or homeless supportive services and refer as needed
- Providing Community Action with updated and accurate information about the Township of Montclair capacity & service delivery and programmatic changes; as well as keeping up to date HMIS logs, intakes, and data on all program participants.
- Understanding that participation is required by the Continuum of Care with funding sources backing up the requirement in their funding/program evaluation criteria, and

TERM

The MOA is an agreement which shall not exceed \$40,000 and be for a term of three months beginning January 1, 2023, through March 31, 2023, and shall be extended based on unforeseen State of New Jersey Code Blue Legislative weather conditions.

This Memorandum of Agreement “MOA” will be provided to the agency in full executed force upon the required signatures.

AUTHORIZED SIGNATURES

Township of Montclair:

(Print) Name: BRIAN P. STANTZEBUM

Title: Deputy Township Mgr.

Signature: [Handwritten Signature] Date: 1/26/23

Essex County Division of Community Action:

(Print) Name: Terrence L. McCoy

Title: Division Director

Signature: [Handwritten Signature] Date: 1/30/2023