Public Works

14th Annual
Continuing Education Conference

Co-sponsored by the Public Works Association of New Jersey

March 28 & 29, 2018
Bally’s Atlantic City
AGENDA
Wednesday, March 28, 2018

8:00 – 9:00 Registration & Breakfast
9:00 – 9:15 Welcome
9:15 – 10:15 OPRA and Records Management
   Liz Hartman, Administrative Analyst 3/
   Record Manager, Records Management Services,
   New Jersey Department of Treasury
10:15 – 10:45 Break/Exhibits
10:45 – 12:30 Collective Bargaining and Dealing with Grievances
   Mark Ruderman, Esq., Ruderman, Horn & Esmerado, P.C.
12:30 – 1:30 Lunch/Exhibits
1:40 – 2:40 Concurrent Sessions - Select One
   Reasonable Accommodations
   Mark Ruderman, Esq., Ruderman, Horn & Esmerado, P.C.
   What’s New in Paving?
   Andrew Hipolit, Senior Principal and Regional Manager of the
   Mt. Arlington Office, Maser Consulting
   Bid Specifications
   Joseph Valenti, LLC
2:40 – 3:00 Break/Exhibits
3:00 – 4:00 Concurrent Sessions - Select One
   Repeated from 1:40 p.m. session choices.
5:30 Public Works Graduation
7:30 – 8:30  Registration & Breakfast

8:30 – 10:15  Digital Security  
Joe Adams, Tech Educator and Consultant, CEUnion

10:15 – 10:30  Break/Exhibits

10:30 – 11:30  Managing Millennials  
Joe Adams, Tech Educator and Consultant, CEUnion

11:40 – 12:40  Concurrent Sessions - Select One

**Clean Communities**  
Sandy Huber, Executive Director, New Jersey Clean Communities

**Stormwater Update**  
James Murphy, Bureau Chief and Matt Klewin, Case Manager, Bureau of Non-point Pollution Control, Division of Water Quality, New Jersey Department of Environmental Protection

**Municipal Forestry**  
Ted Szczawinski, Sterling Consultants LLC

12:40 – 1:30  Lunch/Exhibits

1:30 – 2:30  Concurrent Sessions - Select One
Repeated from 11:40 a.m. session choices.
REGISTRATION INFORMATION

The registration fee includes tuition, breakfast, breaks, and luncheon. Early registration is encouraged. Registrations are processed on a first-come, first-served basis. Attendees must submit registration forms with method of payment in order to reserve a space. No confirmations will be sent.

WITHDRAWAL
Participants who wish to cancel their registration may do so up to two (2) business days prior to the start of the conference date. Participants must submit their notice of withdrawal in writing to the Center for Government Services in order to receive a refund of the full conference fee less a $25 processing charge. Faxed requests are accepted at (732) 932-3586.

LATE FEES
Students are required to register for classes before the date of the conference. Any student who attempts to register on the day of the conference will be considered a late registrant and will be assessed a $15 late fee for the processing of the registration.

CONFERENCE FEES AND PAYMENT
Payment for a student’s participation in a course can be obtained using any of the following methods:
1) Credit card payment (Visa, MasterCard, Discover, or American Express) available only through online registration at cgs.rutgers.edu
2) Check or money order payment by mail or in person at CGS
3) Authorized voucher or purchase order received via mail or fax

CONFERENCE COMMITTEE

Public Works Institute Education Committee
Ron Conte, Fair Lawn Borough (Retired)
Robert Culvert, Borough of Tenafly
Frank Dann, Town of Dover
Troy DePrince, West Deptford Township
Donna Domico, Westville Borough
Donald Hansen, Princeton Township (Retired)
Shannon Hudak, NJ State Department of Community Affairs
Andrew Kapp, Cherry Hill Township (Retired)
Mike Lovett, Township of Warren
Paul McCall, Somerset County
Vinny Russo, Somerset County
Gary Sylvester, Manchester Township (Chair)
Joseph Veni, Manchester Township
Steven Zarecki, New Brunswick

In Cooperation with Rutgers University, Center for Government Services
Louis Demian, Program Assistant
Laura Flagg, Senior Program Coordinator
Debbie Steinert, Administrative Assistant
**HOTEL INFORMATION**

**LOCATION**
Bally’s is located at 1900 Pacific Avenue, Atlantic City.

**ACCOMMODATIONS**
Overnight accommodations are available at Bally’s Atlantic City for $75 per night for single or double occupancy, plus applicable room tax and fees. Each additional person per room is $20.00 per night.

Reservations can be made through Bally’s Reservations Department by calling (888) 516-2215. Please identify yourself with “NJ Public Works 14th” to receive the discounted rate. Group Code: SB03PW8; Group Name: NJ Public Works

Reservations can also be made online at https://aws.passkey.com/go/SB03PW8.

**Reservations must be made before February 25, 2018.** Any reservations made after the cut-off date are on a space available basis and may not be given the discounted rate. A credit card is required at the time of booking. Cancellations less than 72 hours prior to arrival will be subject to a forfeiture of one night’s room charge.

A daily resort fee of $10.00 per room per night plus room tax of 14% (tax is subject to change) will be charged in addition to the room rates. This fee includes unlimited local phone calls (no long distance or international calls), $5 voucher towards self-parking, and basic Wi-Fi for two devices per room per day.

**PARKING**
Overnight Guests - The current parking fee for overnight guests is $5.00 for self parking or $10.00 for valet per stay.
Daily Attendees - The current parking fee for guests attending one day of the conference is $5 per day.

**SESSION HANDOUTS**
Handouts will not be distributed at the conference. Please visit our website to view conference documents - www.cgs.rutgers.edu/publicworks.
The Center for Government Services has applied for continuing education credits with various agencies. These include the Department of Community Affairs, the NJ Water Environment Association (NJWEA) for TCH credits, the NJ Recycling Certification Advisory Committee for classroom CRP credits, and NJ Clean Communities. Approval is pending.

The requested CPWM breakdown is below. Final credit approvals will be posted on the Public Works website at http://cgs.rutgers.edu/publicworks.

<table>
<thead>
<tr>
<th>SEMINAR</th>
<th># HOURS</th>
<th>CPWM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collective Bargaining and Dealing with Grievances</td>
<td>2</td>
<td>Management</td>
</tr>
<tr>
<td>OPRA and Records Management</td>
<td>1</td>
<td>Government</td>
</tr>
<tr>
<td>Reasonable Accommodations</td>
<td>1</td>
<td>Government</td>
</tr>
<tr>
<td>What’s New in Paving?</td>
<td>1</td>
<td>Technical</td>
</tr>
<tr>
<td>Bid Specifications</td>
<td>1</td>
<td>Government</td>
</tr>
<tr>
<td>Managing Millennials</td>
<td>1</td>
<td>0.5 Ethics/0.5 Mgmt</td>
</tr>
<tr>
<td>Digital Security</td>
<td>2</td>
<td>Ethics</td>
</tr>
<tr>
<td>Clean Communities</td>
<td>1</td>
<td>Government</td>
</tr>
<tr>
<td>Stormwater Update</td>
<td>1</td>
<td>Technical</td>
</tr>
<tr>
<td>Municipal Forestry</td>
<td>1</td>
<td>Technical</td>
</tr>
</tbody>
</table>

A CGS certificate and breakdown of continuing education credits earned will be mailed to all conference attendees upon review of session attendance and payment of the conference fee. The Center will provide DCA, NJWEA, and the Recycling Certification Advisory Committee with attendance records for approved sessions. Individuals interested in obtaining separate certificates for sessions approved by the NJWEA should contact them directly.
REGISTRATION FORM

Mail registration form and payment to:
Public Works Conference
Center for Government Services
303 George Street, Suite 604
New Brunswick, NJ  08901-2020 or fax to (732) 932-3586

Last Name   First Name   Middle Initial

Gender:  □ Female  □ Male

Employer    Title

Business Address

City     State   Zip

Home Address

City     State   Zip

Phone Numbers (required - check box for preferred)

☑ Mobile ________________________  □ Home ________________________

☑ Work ___________________________ Extension ______________________

E-mail (required)

Check or voucher must accompany registration form. Make check or voucher payable to Rutgers, The State University of New Jersey and send to above address. There is a $25 fee for conference withdrawals and/or returned checks.

☑ 2 Days, March 28 & 29    PW-1311-SP18-1  $465
☑ 1 Day, March 28          PW-1311-SP18-2  $237
☑ 1 Day, March 29           PW-1311-SP18-3  $237

In accordance with University policies, credit card information is no longer accepted on registration forms. Students paying course fees with a credit card must register online at http://cgs.rutgers.edu. Click on the red “Register Now” button.