



State of New Jersey

DEPARTMENT OF COMMUNITY AFFAIRS

CHRISTINE TODD WHITMAN
GOVERNOR

LOCATION:

WILLIAM ASHBY
COMMUNITY AFFAIRS BUILDING
101 SOUTH BROAD STREET
TRENTON, NEW JERSEY

DIVISION OF COMMUNITY RESOURCES
OFFICE OF COMMUNITY SERVICES (NJCS)

HARRIET DERMAN
COMMISSIONER

MAILING ADDRESS:

CN 800
TRENTON, NJ 08625-0800

PROGRAM POLICY BULLETIN (PPB-94-2)

DATE: May 5, 1994
TO: NJ Community Action Agency (CAA) Executive Directors
AFFECTED PROGRAMS: All
SUBJECT: **APPLICABILITY OF NEW JERSEY'S OPEN PUBLIC MEETINGS ACT
TO MEETINGS OF CAA GOVERNING BODIES**
SUPERSEDES: N/A

POLICY SUMMARY: All meetings conducted by the board of directors or governing body of "eligible entities" under New Jersey's Community Services Block Grant Community Action Program shall be conducted in accordance with the requirements of the New Jersey Open Public Meetings Act, N.J.S.A. 10:4-6 et seq. This policy also extends to public agency "community action advisory boards".

DISCUSSION: Since it began administering the Community Services Block Grant (CSBG) in the early 1980s, it has been State Office of Community Services' policy (though apparently never put in writing) that all grantees under the Community Action Program (i.e. CAAs and LPAs) were obligated to conduct their governing body and, for public agencies, their community action advisory board meetings in accordance with our State's Open Public Meetings Act. Recently, however, one CAA executive director obtained an interpretation from the office of the New Jersey Attorney General that only public agencies are subject to the Open Public Meetings Act unless otherwise required by statute, regulation, or policy.

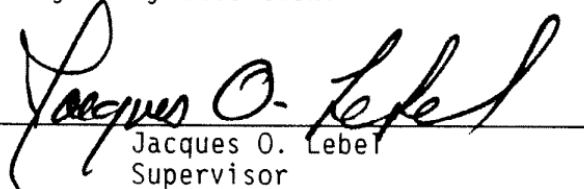
CONTINUED ON BACK OF PAGE



Therefore, the purpose of this Program Policy Bulletin is to establish a written policy which reinforces previous verbal policy regarding the applicability of the Open Public Meetings Act to all of New Jersey's community action programs (both Community Action Agencies and Limited Purpose Agencies). It is further our intention to include in CSBG contracts beginning in FY'95 a specific statement under Attachment "D" to this effect. In the meantime, however, this PPB will serve as official policy, effective immediately, mandating that governing and community action advisory board meetings be conducted in open public session to the extent defined within the Open Public Meetings Act. This procedure has been reviewed by the New Jersey Attorney General's Office and found acceptable.

Any questions or concerns regarding this policy should be communicated directly to my attention.

SIGNED:



Jacques O. Lebel
Supervisor
Office of Community Services

JOL:djt

Enclosure:

- c. Gregory Adkins, Division Director
- Glenda Simmons, Deputy Director
- DCR Executive Staff
- NJOCS Staff
- NJ CAA Board Chairpersons (without attachments)