



# COUNTY OF UNION

OFFICE OF THE COUNTY MANAGER  
*George W. Devanney, County Manager*

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

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*County Counsel*

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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**

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.