

**RESOLUTION
of the
HOUSING AUTHORITY OF THE CITY OF LINDEN**

Resolution No. 2015-45

**RESOLUTION AMENDING THE HOUSING AUTHORITY'S
PERSONNEL POLICY TO DEFINE PART-TIME EMPLOYEE**

Board Meeting Date: December 2, 2015

Date Adopted: December 2, 2015

WHEREAS, the Housing Authority of the City of Linden (“Housing Authority”), a public entity organized and existing pursuant to both Title 24 of the Code of Federal Regulations, the Department of Housing and Urban Development (“HUD”), and the laws of the State of New Jersey, has determined that it is need of amending its personnel policies to define “part-time employee”;

WHEREAS, the Housing Authority’s personnel policies are contained in the document entitled Linden Housing Authority Personnel Policy dated April 26, 2012 (the “Personnel Policy”);

WHEREAS, the Personnel Policy as written does not define “part-time employee”; and

WHEREAS, the Executive Director has recommended defining “part-time” employee” as those employees who work a minimum of twenty (20) hours but less than full-time per week;

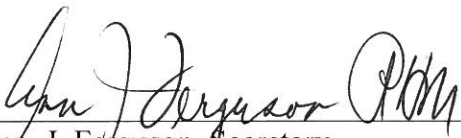
NOW THEREFORE,

BE IT RESOLVED, that the Board of Commissioners of the Housing Authority of the City of Linden hereby amends the Linden Housing Authority Personnel Policy dated April 26, 2012 to define “part-time employee” as those employees who work a minimum of twenty (20) hours but less than full time per week;

BE IT FURTHER RESOLVED, that the Board of Commissioners hereby directs the Executive Director of the Housing Authority of the City of Linden to amend the Personnel

Policy in accordance with this resolution, to inform the employees of the Housing Authority of the amendment to the Personnel Policy, to distribute copies of the amendment to the Personnel Policy to all Linden Housing Authority employees, to require all Linden Housing Authority employees to sign an acknowledgement of their receipt of the amendment to the Personnel Policy, and to post copies of the Personnel Policy in prominent, easily accessible locations throughout the Housing Authority's facilities, work areas and offices; and

BE IT RESOLVED FURTHER, that the Board of Commissioners further authorizes and directs the Executive Director of the Linden Housing Authority to take any and all necessary administrative actions to implement this resolution.



Ann. J. Ferguson, Secretary
Housing Authority of the City of Linden