State of New Jersey
Office of the Inspector General
Mary Jane Cooper, Inspector General

2009 Summary and Analysis of State Authorities’ Employee Benefits
February 18, 2010

Honorable Christopher J. Christie
Governor, State of New Jersey
State House
P.O. Box 001
Trenton, New Jersey 08625-0001

Dear Governor Christie:

Enclosed is the Office of the Inspector General (OIG) 2009 Summary and Analysis of State Authorities’ Employee Benefits Report. The Report is part of OIG’s response to its mandate under Executive Order No. 41 (Governor Richard J. Codey, October 2005) that directed OIG to conduct a review of the internal controls and accounting procedures of over 40 independent state authorities, boards and commissions and make uniform recommendations regarding internal controls in an effort to provide greater controls and accountability.

OIG’s work pursuant to E.O. No. 41 follows two tracks: the first track includes a detailed review of each individual authority, while the second track is an across the board review of noteworthy practices and procedures.

In October 2005, OIG initiated reviews of individual authorities by sending a letter to the various authorities, boards, and commissions subject to E.O. No. 41 requesting preliminary information and documents. Among the documents requested were organizational and financial policies and procedures; financial reports and assessments of internal controls for the past five years; and reports of internal investigations and corrective action plans. In counsel with the Governor’s Authorities Unit, OIG selected authorities for its initial in depth
review. OIG staff initiated the review and analysis of the requested documents for those authorities, conducted site visits and interviews, and is in the process of finalizing reports of findings and recommendations for corrective actions for submission to the Governor and publication as required by statute.

2006 Summary and Analysis of State Authorities' Employee Benefits Review
Report issued October 23, 2006

OIG review reveals employee benefits provided to authority employees is inconsistent with those provided to state employees and those of the authority are often superior.

As a result of OIG’s E.O. No. 41 work following the second track, OIG issued a report entitled “Summary and Analysis of State Authorities’ Employee Benefits” on October 23, 2006. OIG’s review examined the various benefits provided to State authority employees as compared to similarly situated non-authority State employees and included a review of benefits and policies including, but not limited to, health benefits, pension system, travel and entertainment, vehicles, and cellular phones. The report was broken down into four sections: (1) Employee Benefits (host department, personnel, number of employees, salary information, Public Employees’ Retirement System, and health benefits); (2) Equipment, Travel, and Miscellaneous Information (vehicles, travel and entertainment policy and cellular phone policy); (3) Authority Salary Review (chief position salary, middle manager, and executive assistant); and (4) Supplemental Document (detailed observations specific to each authority).

OIG’s review revealed that the benefits provided to authority employees often varied from the benefits provided to non-authority State employees, and in most cases where there was a difference, the benefits provided to authority employees were superior to those provided to employees of the State departments and agencies. OIG’s review also demonstrated a lack of consistency with the benefits provided among similarly situated employees of the authorities. OIG’s review further revealed that there was no central listing of the benefits provided to authority employees, unlike the benefits for non-authority State employees. To address the lack of centralized, accurate information, OIG reported to the Governor that OIG would annually update the listing of benefits provided to authority employees and document any changes as provided to OIG.

OIG recognized and noted in its report that differences among the various authorities and the benefits provided to employees can in some cases be attributed to the authorities’ enabling legislation, bargaining agreements, or the result of in-house policies and procedures adopted. Nonetheless, among the most significant recommendations in the report, OIG recommended that to the extent possible and appropriate, consideration be given to establishing policies of the authorities that are consistent with those of the State.
2007 Summary and Analysis of State Authorities' Employee Benefits Review Update
Report Issued: August 20, 2007
Decrease in overall number of authority employees by nearly 400 since initial report.

In response to OIG’s 2006 report, many State authorities changed their policies and procedures to bring them into line with those of the State, and those changes are reflected in OIG’s 2007 report. Additionally, the 2007 report noted that the number of employees at authorities had decreased from 35,991 employees in 2006 to 35,601 employees in 2007; a reduction of 390 employees; and of the remaining authorities where there was no reduction in staffing levels, most authorities experienced no change in staffing levels. Additionally, OIG’s report revealed revisions to various State authorities’ travel and entertainment policies to be consistent with those of the State, including changes to meal and/or mileage reimbursement policies; changes to various authorities’ holiday and early dismissal policies; and the elimination of policies pertaining to compensatory time and salary advances for vacation and/or other emergencies.

2008 Summary and Analysis of State Authorities' Employees Benefits Review Update
Report Issued: December 3, 2008

Similar to OIG’s work in 2006 and 2007, early in 2008 OIG issued a request of authorities for information and updates regarding certain employee benefits and coordinated the information to complete the latest summary and analysis of State authorities employee benefits. OIG’s 2008 update report focuses on employee benefits, bonuses, salaries, leave time, travel and entertainment allowances, cellular phone usages, health benefits and retirement. Among the highlighted items in OIG’s 2008 report is recognition of the reduction in the total number of State authority employees since OIG’s 2007 report.

Shining a light on more liberal travel and entertainment policies at authorities has resulted in the authorities amending the policies and continued modifications to leave time policies at various State authorities to become more consistent with State policy.

2009 Summary and Analysis of State Authorities’ Employees Benefits Review Update
Report Issued: February 18, 2010
Decrease of 2,002 authority employees since 2006 report.

In August 2009, OIG requested that the authorities advise of any changes to their employee benefits and provide supporting documentation. The current 2009 edition has revised the 2008 edition to incorporate those reported changes and modifications. OIG continues to urge that as opportunities are presented, authorities be aware of and attuned to achieving an alignment with State practices and policies where appropriate and feasible.
As has been recently recognized by Governor Christie’s Transition Team, there is still room for improvement. One area that has shown little improvement, despite being noted in the press each year after OIG’s updated report is published, is the high and excessive salaries paid to some of the authorities’ staff. As evidenced in this year’s attached report, there are eight authority executive officers whose annual base salary is more than the Governor’s $175,000 annual salary. There are 748 authority employees being paid in excess of $100,000 per year. OIG recommends that the Personnel Committees of authorities review the compensation of high salaried personnel to assure that their pay level is consistent with similarly situated State employees.

I am available to discuss this report with you at any time.

Respectfully yours,

Mary Jane Cooper
Inspector General of New Jersey

cc: w/ attachment
Lt. Governor Kim Guadagno
Senate President Stephen M. Sweeney, New Jersey State Senate
Speaker Sheila Y. Oliver, New Jersey State Assembly
Jeffrey Chiesa, Chief Counsel, Office of the Governor
Deborah Gramiccioni, Director of the Authorities Unit
Executive Director, Director or Chair for their respective Authorities
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OFFICE OF THE INSPECTOR GENERAL’S 2009 REVIEW OF THE STATE OF NEW JERSEY AUTHORITY BENEFITS

ANALYSIS AND OBSERVATIONS

I. INTRODUCTION & EXECUTIVE SUMMARY

Pursuant to Executive Order No. 41 (Governor Richard J. Codey, October 2005) the Office of the Inspector General (OIG) has been directed to assess the internal controls that are in place at over 40 authorities and to make recommendations concerning what uniform practices and procedures should be established for all State authorities. OIG’s prior review of the authorities revealed that the benefits provided to authority employees sometimes varied from the benefits provided to employees of State departments and agencies. OIG’s review detailed the differences in the benefits provided to similarly situated employees of various authorities and made certain recommendations including a recommendation that, where feasible and appropriate, authority benefits be brought in line with those of the State.

The majority of authorities reviewed have revised their policies and procedures to bring them in line with State guidelines where appropriate. Significantly, in keeping with the effort to reduce the number of State employees at the authorities included herein, the number has decreased by 2,002 since OIG’s initial 2006 report. Additional changes to employee benefits are identified in this report and OIG’s observations are summarized with commentary below. Where changes have not been made, OIG is cognizant that, to some extent, certain authority benefits provided are the result of the authority’s enabling legislation, the result of business decisions, or collective bargaining negotiations that are subject to future negotiations. Nonetheless, OIG continues to recommend an alignment with State practices and policies where appropriate and feasible.

For ease of reference, the report itself is organized by area of interest. In addition, attached to this report are several appendices that supplement OIG’s review of the authorities. Appendix A sets forth OIG’s observations and analysis as to each authority and is organized by entity. Appendix B provides personnel information as to each authority, including number of employees, salary range, retirement and health benefits. Appendix C presents information as to each authority’s number of vehicles and their respective policies pertaining to cellular phones and travel and entertainment. Appendix D details each authority’s salaries for its executive director and his or her assistant, as well as the salary range for full time personnel.

1 OIG was provided a list of entities identified as authorities by Governor Codey’s Authorities Unit. Although the University of Medicine and Dentistry of New Jersey (UMDNJ) was on this list, after discussions with Governor Corzine’s Authorities Unit, OIG did not include UMDNJ in its review because of the distinct characteristics of UMDNJ as a university and teaching hospital system.
II. EMPLOYEE BENEFITS

A. Salary Ranges

The following is a listing of salaries and/or salary ranges for various State positions. This compilation is provided for comparison to salary data for the various authorities. As the chief executive, the Governor’s salary is $175,000 and the Cabinet members are paid $141,000. In addition, there is a wide range of salaries for several State positions, including but not limited to the following classifications: assistant commissioner, chief of staff, account finance analyst, account finance manager, government representative, confidential secretary, and confidential assistant. The salary ranges and median information provided to OIG by the Civil Service Commission follows:

- Assistant Commissioner: $112,860 to $127,500 Median salary: $123,600
- Chief of Staff: $99,000 to $133,245 Median salary: $113,743
- Account Finance Analyst 3: $62,974 to $75,026 Median salary: $68,775
- Account Finance Analyst 2: $54,007 to $64,813 Median salary: $55,573
- Government Representative 1: $31,800 to $137,242 Median salary: $90,000
- Government Representative 2: $31,865 to $118,450 Median salary: $65,229
- Government Representative 3: $35,127 to $121,000 Median salary: $58,073
- Confidential Assistant: $39,733 to $130,000 Median salary: $83,078
- Confidential Secretary: $34,147 to $126,094 Median salary: $74,858

The following are the reviewed authorities’ executive officers’ base salary in excess of $175,000 as of fall 2009:

- Passaic Valley Sewerage Commissioners’ Executive Director’s salary: $303,967 per year.
- NJ Transit Executive Director’s salary: $261,000 per year.
- NJ Sports & Exposition Authority Executive Director’s salary: $260,000 per year.
- North Jersey District Water Supply Commission Executive Director’s salary: $212,688 per year.
- NJ Schools Development Authority’s Chief Executive Officer’s salary: $195,000 per year.
- NJ Economic Development Authority’s Chief Executive Officer’s salary: $186,600 per year.
- Atlantic City Convention & Visitors Authority’s President’s salary: $185,980 per year.
- NJ Building Authority’s Executive Director’s salary is $180,000 per year.

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2 Pursuant to N.J.S.A. 11A:2-1, the Civil Service Commission was created with the Department of Personnel (DOP) was abolished. DOP’s functions and powers were transferred to the newly created Commission. This statute was approved and effective June 30, 2008. However, although “[t]his act shall take effect immediately and any actions necessary to implement this act may be taken anytime thereafter. General implementation shall be completed no later than 12 months following enactment.” As such, the deadline for implementation of the transition was June 30, 2009.

3 As of this report, OIG has been informed the salary of the Executive Director of Passaic Valley Sewerage Commissioners has been increased to approximately $313,000.

4 Pursuant to legislation, the name of the Atlantic City Convention Center Authority was changed to the Atlantic City Convention & Visitors Authority.
- Employees are paid in excess of $100,000: 748 employees.

B. Bonuses

Employees who are union members may have bonuses negotiated into their contracts. The NJ Sports & Exposition Authority is the only authority whose employee policy permits special merit increases and profit sharing based on the employee’s salary. In addition, in 2007, the then executive director proposed and the Board approved retention bonuses for nine executives to be paid in 2008 through 2010. These bonuses total approximately $350,000 annually. The bonuses are earned as of December 31st for each of the three years.

C. Payroll Information

1. Employee Classifications

There are two categories of State employees: classified (civil servant) and unclassified (non-civil servant). Classified employees are protected under civil service rules pursuant to Title 11A. Unclassified employees are those who serve “at the pleasure of” and who have no civil service protection. The following sections list the State employee benefits and then the authority deviations from the State policy. The State employee benefits are taken from the Civil Service Commission Compensation Compendium.

2. Personnel Management Information System

The Personnel Management Information System (PMIS) is the payroll and administrative system utilized by the Civil Service Commission. Authorities that operate under this system are subject to the Civil Service Commission approval policies and procedures and to civil service rules. There are some authorities who are part of PMIS through their host departments, while other authorities are directly and independently governed by the Civil Service Commission. The reviewed authorities independently governed by the Civil Service Commission are:

- Casino Control Commission
- Higher Education Student Assistance Authority
- Highlands Water Protection and Planning Council
- NJ Election Law Enforcement Commission
- NJ Motor Vehicle Commission
- NJ Public Broadcasting Authority
- NJ State Museum Board
- State Agriculture Development Committee
- State Lottery Commission

D. Retirement

According to the Civil Service Commission’s Compensation Compendium, retirement plans for State workers include: Public Employees’ Retirement System (PERS), Teachers' Pension and

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5 See footnote no. 2.
Annuity Fund; Police and Firemen’s Retirement System; State Police Retirement System; Judicial Retirement System; and the Alternate Benefit Program. All of the authorities’ employees are enrolled in PERS, except for the following:

- Higher Education Student assistance Authority: Authority participates in both the Public Employees’ Retirement System (PERS) and the Alternate Benefit Program (ABP). Approximately 63.5% of employees are enrolled in PERS, with 36.5% enrolled in ABP.
- NJ Transit: The New Jersey Transit Employees’ Retirement Plan is closed to new employees. Effective July 1, 2006, all new NJ Transit non-agreement employees participate in a 401(a) plan in which an amount equal to six percent of the employee’s annual salary is deposited in an employee account to accumulate, with earnings, towards the employee’s retirement.
- North Jersey Transportation Planning Authority: Authority has three employees who are grandfathered into PERS because they began working at the authority prior to 1993. Employees who began work after 1993 are in a 401(k) plan.

E. Leave: Holidays, Administrative Leave, Vacation, Sick time and Furloughs

1. Holidays

State policy:
The State observes 12 holidays per year. They are: New Year’s Day; Martin Luther King, Jr. Day; Presidents Day; Good Friday; Memorial Day; Independence Day; Labor Day; Columbus Day; Election Day; Veteran’s Day; Thanksgiving Day; and Christmas Day.

Deviations from State policy:
- North Jersey Transportation Planning Authority (NJTPA): According to documented policy, NJTPA has 13 paid holidays including New Year’s Day, Martin Luther King Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving and the Friday after Thanksgiving, Christmas Day plus four designated days during winter break. [NJTPA is “in but not of” the New Jersey Institute of Technology (NJIT)]. NJPTA’s employee benefits are union negotiated.
- Passaic Valley Sewerage Commissioners: According to documented policy, employees receive 13 holidays, plus the day after Thanksgiving and one-half day prior to Christmas Day and New Year’s Day. PVSC’s employee benefits are union negotiated.
- South Jersey Port Corporation: Non-union employees receive the following 11 days: New Year’s Day, Martin Luther King, Jr. Day, Presidents Day, Good Friday, Memorial Day, Independence Day, Labor Day, Veteran’s Day, Thanksgiving Day, Christmas Eve and Day. Union employees receive the day after Thanksgiving and their birthday, in addition to the aforementioned 11 holidays, but give up one day of vacation to receive the day after Thanksgiving as a holiday.

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6 The Public Employee Pensions and Benefits Reform Act of 2008 implemented a number of recommendations, including eliminating Lincoln’s Birthday and Washington’s Birthday as paid holidays and replacing them with Presidents Day. As such, this lowered from 13 to 12 the number of paid holidays for State employees.
South Jersey Transportation Authority\textsuperscript{7} and South Jersey Transportation Planning Organization: Employees receive 13 holidays, but receive Christmas Eve as a paid holiday in place of Election Day.

2. **Administrative Leave**

*State policy:*
- Accrue one-half day per month during first calendar year, up to a maximum of three days.
- Then on January 1\textsuperscript{st}, employee is annually credited with three days per year.
- Unused administrative leave time does not accumulate from year to year, and unused days will be forfeited at the end of the year.

*Deviations from State policy:*
- Atlantic City Convention Center Authority provides only two administrative leave days.
- North Jersey District Water Supply Commission provides one administrative leave day. The majority of NJDWSC employees are union members and, as such, their benefits are subject to union bargaining.
- South Jersey Transportation Authority Local 193 union employees receive 32 hours of administrative leave; Local S-18 union employees receive 36 hours; and non-union employees and Local 196 union members receive three days.

3. **Vacation**

*State vacation policy:*

**Classified employees:**
- Accrue one vacation day per month during initial calendar year of employment.
- Then on January 1\textsuperscript{st}, employees are annually credited with 12 days per year.
- After five years of service, employees are credited with one day per year of service in addition to the 12 days.
- After 12 years of service, employees are credited with 20 days.
- After 20 years of service, employees are credited with 25 days.

**Unclassified employees:**
Employees have vacation leave entitlements based on a plan specific to each department. Each department may vary amount of days, but the Commissioner of the Department of Personnel must approve the plan. The standard is 20 days of vacation time.

**Classified and Unclassified employees:**
- One year of vacation time may be carried over into next year.
- Employees are paid for unused vacation days upon termination or retirement.

\textsuperscript{7} The majority of SJTA personnel are union members and the benefits offered to SJTA employees have been negotiated through collective bargaining agreements over the years.
Although employees receive vacation days on January 1st, vacation days are “earned” as set forth above. As such, in the event an employee expends all his or her vacation days and then leaves State employment prior to year’s end, the vacation time will be deducted on a pro rata basis from the employee’s last pay.

**Deviations from State vacation policies:**
For the purpose of this review, the deviations from State vacation policies as noted below are in comparison to the benefits afforded unclassified State employees.

- Highlands Water Protection and Planning Council: Vacation leave may be accumulated provided that no more than 30 days are carried over from one year to the next. This benefit is the result of an in house policy decision.
- Higher Education Student Assistance Authority: Unclassified employees accumulate 1.5 days per month for their first year, amounting to 18 days. Thereafter the unclassified employees receive 22 vacation days per year.
- NJ Economic Development Authority: The employees’ vacation days differ depending on employee’s position.
  - CEO and COO: Upon hire, receive 25 days
  - Senior vice presidents:
    - Zero to five years – 20 days
    - Five years plus – 25 days
  - Directors:
    - Zero to 10 years – 20 days
    - 10 years plus – 25 days
  - Other employees:
    - Zero to five years – 15 days
    - Five to 10 years – 17 days
    - 10 to 15 years – 20 days
    - 15 years plus – 25 days
- NJ Educational Facilities Authority: Executive directors and chiefs are credited with 22 vacation days. In addition, employees may carry over two years of vacation into the next year.
- NJ Health Care Facilities Financing Authority: Executive directors are credited with 20 vacation days. The remaining staff receive the following:
  - One to four years – 12 days
  - Five to seven years – 15 days
  - Eight plus years – 20 days
- NJ Housing and Mortgage Finance Agency: Employees hired prior to July 1, 2007 can carry over a maximum of the last two years of vacation leave into the next year for a maximum of 50 days. Employees hired on or after July 1, 2007 will follow the same schedule for vacation as the State vacation policy and are permitted to carry over a maximum of one year vacation into the next year.
- NJ Meadowlands Commission: Employees can carry over two years of vacation time into the next year.
• NJ Turnpike Authority: Management grade employees are eligible to select between two vacation options:
  o Option 1: Employees hired prior to June 1980, can acquire up to eight weeks of vacation and employees hired after June 1980, can acquire up to six weeks of vacation. Vacation days can be carried over for one year, but if not used in the second year, are forfeited. However, employees with an entitlement of more than 15 days shall have the option to cash-in unused days over the 15 days or accumulate unused days over 15 of the current year’s entitlement until separation of employment. [Aside from management level employees, all other fulltime NJTA employees are only eligible for Option 1].
  o Option 2: Employees have 20 days of vacation. Earned, unused vacation days will continue to be eligible for carryover for one year unless an extension period is approved by executive director. Unused vacation days will not be eligible for cash-in on a yearly basis; but will be eligible for payment upon separation from service.

• NJ Schools Development Authority: Vacation is set forth as follows:
  o Vice president and above: 25 days;
  o Managing director level: 20 days; in calendar year of 5th anniversary – 25 days;
  o Director levels: 20 days; in calendar year of 10th anniversary – 25 days;
  o All others: 15 days; in calendar year of 5th anniversary – 17 days; in calendar year of 10th anniversary – 20 days; in calendar year of 15th anniversary – 25 days.

• Pinelands Commission: Vacation leave can be accumulated from year-to-year provided that no more than 30 days are carried over from one year to the next.

• South Jersey Port Corporation: Union employees can carry over up to three years of vacation days into the following year.

• South Jersey Transportation Authority\(^9\) and South Jersey Transportation Planning Organization: Based on years of continuous service, vacation days accrue as follows:
  o Less than one year – One day per month
  o One to seven years – 12 days
  o Eight to 10 years – 15 days
  o 11 to 15 years – 20 days
  o 16 to 19 years – 23 days
  o 20 to 24 years – 25 days
  o 25th year – 27 days
  o 26 to 28 years – 28 days
  o Over 28 years – 30 days

• There are certain authorities that offer employees a “cash-in” policy. These authority employees are permitted to cash in an amount of unused vacation time at the end of

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\(^8\) Vacation days are acquired by years of service.

\(^9\) See footnote no. 7.
each year. This results in additional salary over and above their total annual salary. The authorities are:

- Atlantic City Convention & Visitors Authority: Depending on length of service, employees can cash in between five to 10 vacation days.
- NJ Health Care Facilities Financing Authority: Current employees and those hired as of January 1, 1989, who have taken 10 days of vacation, may request payment for remaining accrued time, not to exceed 10 days per year.
- NJ Transit: Non-agreement employees who have not taken any sick time during the prior year may elect to receive a cash payment for a portion of their accumulated unused prior year vacation time limited to one-half of the employees’ annual vacation allowance, subject to an annual maximum cash in of 10 days.
- South Jersey Port Corporation: Depending on length of service, non-union employees can cash in between five to 10 vacation days. However, non-union employees with less than one year accumulated employment time are not entitled to carry over any vacation days; those employees with two to five years of service may carry over only five of their 10 vacation days; and those employees with more than six years, must use at least 10 of their 15 vacation days. Union employees are subject to collective bargaining negotiations.
- South Jersey Transportation Authority and South Jersey Transportation Planning Organization: Depending on length of service, employees can cash in between five to 15 vacation days.

4. Sick Leave

State sick leave policy:
- Accrue one day per month during initial calendar year of employment.
- In the second year of employment, employee is annually credited with 15 days per year.
- Unused sick time accumulates with no limit.
- Upon retirement, employee receives one-half current pay per day for unused sick time, up to a maximum of $15,000.

Deviations from State sick leave policy:
- Pinelands Commission: Employees are entitled to 10 sick days.
- NJ Transit: Eligible employees are allotted 10 paid sick days.
- South Jersey Transportation Authority10 and South Jersey Transportation Planning Organization: An employee who retires and is immediately eligible to receive pension benefits under PERS or Police and Fire Retirement System shall receive payment for unused sick leave up to a maximum of $17,500.
- There are six reviewed authorities that offer employees an annual “cash-in” policy. The six authorities are:

10 See footnote no. 7.
11 See footnote no. 7.
o Atlantic City Convention & Visitors Authority: Employees cannot accumulate sick time from year-to-year, but depending on length of service, can cash in between five to 10 sick days.

o NJ Turnpike Authority: Depending on length of service, employees can cash in between five to 10 sick days.

o Passaic Valley Sewerage Commissioners: Depending on length of service, employees can cash in up to six sick days. PVSC’s employee benefits are union negotiated.

o South Jersey Port Corporation: Employee’s sick time does not accumulate from year-to-year. Unused sick days are paid to the employee at 50 percent of the employee’s hourly rate.

o South Jersey Transportation Authority and South Jersey Transportation Planning Organization: Depending on years of service and sick time used, employees can be eligible to cash in between five and 15 sick days.

5. Furlough Policy

State Furlough Policy - Fiscal Year 2010 Mandatory Unpaid Furloughs

During FY2010, employees in the executive branch represented by CWA, AFSCME and IFPTE, as well as all managerial and other unrepresented/non-aligned employees, will take mandatory unpaid furlough leave, as described below. An employee who takes an unpaid furlough leave is in a temporary non-duty, non-pay status.

Employees must utilize a total of 10 unpaid furlough leave days by June 30, 2010. The required 10 days will include the day after Thanksgiving and Lincoln’s Birthday with the remaining days being self-directed furlough days selected by the employee. Unpaid furlough leave has no impact on an employee’s anniversary date, accrual of benefit leave or seniority.

A Paid Leave Bank (PLB) will be established for each employee as follows:

- Employees who were on the payroll as of July 1, 2009 will be credited with one PLB day.
- Employees who are still on the payroll as of June 30, 2010 will be credited with one PLB day.
- For every two furlough days taken, employees will earn an additional PLB day, for a maximum of five days earned for ten furlough days taken.
- There will be no limitation on the carry over of days in the PLB.

Beginning July 1, 2010, and for the duration of their employment with the State, employees may use days in the PLB, subject to supervisory approval.

See footnote no. 7.
Authorities that are in compliance with State Furlough Policy

- Capital City Redevelopment Corporation
- Casino Control Commission
- Council on Affordable Housing
- Garden State Preservation Trust
- Higher Education Student Assistance Authority
- Highlands Water Protection and Planning Council
- Legalized Games of Chance Commission
- NJ Cultural Trust
- NJ Election Law Enforcement Commission
- NJ Environmental Infrastructure Trust
- NJ Motor Vehicles Commission
- NJ Public Broadcasting Authority
- NJ Racing Commission
- NJ State Ethics Commission
- NJ State House Commission
- NJ State Museum Board
- NJ Transportation Trust Fund Authority
- NJ Urban Enterprise Zone Authority
- NJ Water Supply Authority
- State Agriculture Development Committee
- State Lottery Commission

Authorities that were not required and did not participate in State Furlough program\(^\text{13}\):  

- Atlantic City Convention & Visitors Authority
- Casino Reinvestment Development Authority
- NJ Building Authority
- NJ Economic Development Authority
- NJ Educational Facilities Authority
- NJ Health Care Facilities Financing Authority
- NJ Housing and Mortgage and Finance Agency
- NJ Meadowlands Commission
- NJ Redevelopment Authority
- NJ Schools Development Authority
- NJ Sports & Exposition Authority
- NJ Transit Corporation\(^\text{14}\)
- NJ Turnpike Authority
- North Jersey District Water Supply Commission
- North Jersey Transportation Planning Authority

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\(^{13}\) Certain of the listed authorities set forth that although they were not required and did not participate in the State Furlough program, they took other actions to implement savings, including but not limited to reduction of workforce and decreases in other operating costs.

\(^{14}\) NJ Transit Corporation and Pinelands Commission were not required to participate in the State Furlough program. However, the authorities did institute their own furlough program.
F. Health Benefits Policy

State policy: Pursuant to the Civil Service Commission Compensation Compendium, the health benefits for State employees are administered through the Department of Treasury, Division of Pensions and Benefits. State employees are entitled to their choice of medical coverage, including contributory and non-contributory plans: traditional indemnity; managed care/point of service; or health maintenance organizations. The choices offered for dental care are voluntary and contributory. Prescription drug benefit program is a non-contributory plan that offers payment for certain prescription drugs subject to a deductible amount.

Deviations from State Health Benefit Program (SHBP): All of the authorities are completely in the SHBP, except for the NJ Transportation Trust Fund and the State Economic Recovery Board for Camden that have no employees, and the following 17 authorities:

- Atlantic City Convention & Visitors Center Authority: Authority participates in SHBP for medical but provides dental and prescription through self-insured program and vision through a fully funded program.
- NJ Economic Development Authority: Authority participates in SHBP for prescription drug program and short term insurance. NJEDA has its own vision, dental and long term disability programs for non-union employees, but the health care policy is currently under review to bring it in line with State policies.
- NJ Educational Facilities Authority: Authority participates in SHBP, including prescription drug program, but is in the NJ Economic Development Authority’s dental program. NJEFA also provides vision and disability through separate programs.
- NJ Health Care Facilities Financing Authority: Authority participates in SHBP, including prescription drug program, but is in the NJ Economic Development Authority’s dental programs. The authority has a self-funded vision program with an allowable reimbursement of $250 per person per year for exam and glasses/contact lenses.
- NJ Housing and Mortgage Finance Agency: Authority participates in SHBP for medical only. Authority requests bids for prescription and dental plans and has a self-insured vision program.
- NJ Meadowlands Commission: Commission participates in SHBP. However, self-insured eye care coverage is available only if an employee’s specific SHBP medical

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15 See footnote no. 14.
program does not cover eye exams. In the event that an employee’s program does cover some of the cost, this program will only cover some of the eyeglass/contact lens costs. Effective 2009, employees are required to contribute a portion of their insurance premiums.

- **NJ Schools Development Authority**: Authority participates in SHBP, including prescription drug program and short term insurance; but is in NJSDA’s vision, dental and long term disability programs.
- **NJ Sports & Exposition Authority**: Health benefits are provided by Blue Cross and Blue Shield of New Jersey and dental benefits by Delta Dental of New Jersey.
- **NJ Transit**: Health benefits are different from State benefits and coverage depends on whether employee is an agreement or non-agreement employee.
- **NJ Turnpike Authority**: Authority does not participate in SHBP; self funded medical, pharmacy and dental benefits are provided to eligible employees and retirees in accord with applicable collective bargaining agreements and policy that mirrors the State plan. Key plan provisions, i.e. co-pays, scope of benefits, and employee contributions, are designed to substantially mirror or achieve equity with the SHBP where possible.
- **North Jersey District Water Supply Commission**: Commission has coverage through Horizon for health benefits and Delta Dental for dental coverage. Prescription coverage is with Garden State Pharmacy Owners Prescription Services Corp.
- **North Jersey Transportation Planning Authority**: A Vision Care reimbursement program is available to NJTPA employees and their eligible dependents. The employee and/or their dependent are eligible to receive one lenses or one examination reimbursement during each 24-month period beginning July 1st. The reimbursement is $35 for an eye exam, and $35 for single vision lenses or contacts and $40 for progressive lenses.
- **Passaic Valley Sewerage Commissioners**: Authority employees participate in the SHBP, but the authority provides dental, optical, chiropractic and prescription drug coverage through a plan administered by the union. The authority, at its own cost, makes available tetanus and hepatitis B inoculations once a year.
- **Pinelands Commission**: Commission participates in SHBP for medical. Commission offers a dental plan for which employees are responsible for fifty percent of the premium.
- **South Jersey Port Corporation**: For employees hired prior to December 31, 1990, SJPC group health insurance (major medical and dental care) is provided at no cost and the prescription plan requires co-pays of $5 for generic and $10 for brand name drugs. For employees hired after December 31, 1990 but before November 30, 2000, the same coverage is provided except all medical claims are subject to a deductible and co-insurance provision. For employees hired after November 30, 2000, the same coverage is provided, but employee must contribute $25 each week.
- **South Jersey Transportation Authority and South Jersey Transportation Planning Organization**: Effective January 1, 2009, SJTA partnered with the New Jersey Turnpike Authority for its self-insured health benefits program that mirrors the State program.
G. Vehicles and Equipment

1. State Vehicles

Vehicles are provided to some authorities through the State. Of the authorities reviewed, 33 authorities have State vehicles and 10 do not. The 10 authorities without State vehicles are:

- Atlantic City Convention & Visitors Authority
- Capital City Redevelopment Corporation
- Council on Affordable Housing
- Garden State Preservation Trust
- NJ Cultural Trust
- NJ Election Law Enforcement Commission
- NJ State Ethics Commission
- NJ State House Commission
- NJ Transportation Trust Fund
- State Economic Recovery Board for Camden

2. Vehicle Allowance

Only one authority provides a monthly vehicle allowances to its employees for authority business use of their personal cars. Prior to September 2004, when the benefits were rescinded, the NJ Economic Development Authority offered a $400 monthly car allowance to certain officers and a $500 monthly allowance to the Director of Real Estate. The eight employees receiving the benefit as of that date were allowed to continue receiving it, but as those employees leave their positions, the benefit will be terminated for the position. There are currently only two employees remaining who still receive this benefit. In addition to those two employees, a $500 vehicle allowance on an interim basis has been approved for the Senior Vice President of Business Development. The authority plans to purchase a vehicle for him and, at that time, the vehicle allowance will be terminated.

H. Cellular Phones

State cellular phone policy:

Department of Treasury, Circular Letter No. 04-06-OIT, Assignment and Use of Cellular Wireless Devices, effective January 12, 2004, addresses the use of cellular wireless technology for conducting business of the State. Included within this Circular Letter is the requirement that the State be reimbursed for any personal use of the State issued equipment by the employee. The costs for minutes and usage will be determined at a rate established by the Office of Information Technology on a periodic basis. In addition, Circular letter No. 07-19-OMB/OIT further provides that individual toll charges statements and/or usage charge statements will not be generated for land-lines or wireless devices when the total amount equals $5.00 or less in a one month billing period.
Cellular phone policies adhered to:

- There are 20 authorities that follow Circular Letter 04-06-OIT or a State department’s policy, including but not limited to the Department of Treasury or Department of State, to administer the use of State cellular phones.

- There are 20 authorities that follow their own in house policy and/or modification of State or departmental regulation. They are:
  - Atlantic City Convention & Visitors Authority
  - Casino Reinvestment Development Authority
  - Higher Education Student Assistance Authority
  - NJ Economic Development Authority
  - NJ Educational Facilities Authority
  - NJ Health Care Facilities Financing Authority
  - NJ Housing and Mortgage Finance Agency
  - NJ Redevelopment Authority
  - NJ Schools Development Authority
  - NJ Sports & Exposition Authority
  - NJ Transit
  - NJ Turnpike Authority
  - NJ Water Supply Authority
  - North Jersey District Water Supply Commission
  - North Jersey Transportation Planning Authority
  - Passaic Valley Sewerage Commissioners
  - South Jersey Port Corporation
  - South Jersey Transportation Authority
  - South Jersey Transportation Planning Organization
  - State Economic Recovery Board for Camden

- There are two authorities that offer no cellular phone reimbursement. They include:
  - Capital City Redevelopment Corporation
  - NJ State House Commission

I. Travel and Entertainment

1. Automobile Mileage Reimbursement

State mileage reimbursement policy:
Department of Treasury, Circular Letter No. 01-02-OMB, Automobile Mileage Reimbursement Rate, effective July 1, 2000, sets forth that any employee who uses a personal vehicle for official State business may be reimbursed for mileage. The reimbursement rate was set with this circular letter at 31 cents per mile. Circular Letter No. 08-19-OMB, Travel Regulations, effective March 17, 2008 also provides that mileage allowance for an employee traveling with his own vehicle on official business is the rate authorized by the State Appropriations Act. The federal Internal Revenue Service rate is 55 cents per mile as of January 1, 2009.
Deviations from State policy:

There are 12 authorities that use the federal rate for reimbursement. They are:

- Atlantic City Convention & Visitors Authority
- Casino Reinvestment Development Authority
- NJ Economic Development Authority
- NJ Environmental Infrastructure Trust
- NJ Health Care Facilities Financing Authority
- NJ Schools Development Authority
- NJ Transit
- NJ Turnpike Authority
- Passaic Valley Sewerage Commissioners
- South Jersey Port Corporation
- South Jersey Transportation Authority
- South Jersey Transportation Planning Organization

There are two authorities that have in house policies that differ from the State and Federal mile reimbursement rate:

- NJ Housing and Mortgage Finance Agency (36 cents per mile)
- NJ Redevelopment Authority (50.5 cents per mile)

2. Travel and Entertainment Regulations

State travel policy:

Department of Treasury, Circular Letter 08-19-OMB, Travel Regulations, effective March 17, 2008, establishes the standards for State employees traveling on State business. This Circular Letter provides for types of travel, approval procedures, funds for travel, travel methods (air, rail, personal and State-owned vehicles), subsistence allowance in overnight travel and no overnight travel scenarios.

- If State business results in overnight travel, reimbursement for subsistence is allowed as follows:
  - Per diem reimbursement for lodging and meals will be at actual reasonable costs, not to exceed federal per diem rates.
  - If per diem reimbursements are not set forth in the current year’s Federal Register, the maximum per diem is $31 for meals and $60 for lodging.
- If an employee is assigned to work beyond a normal day (at least more than three hours) reimbursements are $5 for breakfast, $7 for lunch, $10 for dinner and $5 for midnight breakfast.
- This regulation lists prohibited expenditures including receptions for retirement or awards and reimbursement for alcoholic beverages.

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16 Circular Letter No. 08-19-OMB includes substantive changes to Circular Letter No. 06-02-OMB. Such changes include but are not limited to restrictions on out of state travel, agency sponsored events, Governor’s Office approval procedures, and no overnight travel or meal allowance if travel is within the State. However, no changes have been made to the lodging and meal reimbursement rates.
Governor’s Office approval is required if travel is out of state unless the travel meets one of the following exceptions: federally mandated event; federally funded event; third party funded event; training required for certification or licensing; non-discretionary travel; homeland security/economic development event; travel to obtain federal funding; and local same day travel.

**Deviations from State travel and entertainment policy:**
The following authorities provide for a more generous travel and entertainment policy:

- Atlantic City Convention Center & Visitors allows $60 per day for meal reimbursements ($75 per day for high cost cities) and more if with clients. Authority’s policy also states that an employee’s purchase of alcoholic beverages must be pre-approved while conducting authority business with a customer and employees are prohibited from having more than two alcoholic beverages. Employees can submit for reimbursement for same.
- NJ Economic Development Authority allows $6 for breakfast, $10 for lunch, and $20 for dinner.
- NJ Redevelopment Authority allows $6 for breakfast, $15 for lunch, $25 for dinner, and $10 for refreshments.
- NJ Sports & Exposition Authority allows for meal expenses up to $70 per day ($12 for breakfast, $20 for lunch and $38 for dinner). Per diem rates for hotels shall not exceed $250, however since some downtown areas are more expensive, prior approval of CEO is necessary.
- NJ Transit allows $10 for breakfast, $15 for lunch, and $31 for dinner.
- NJ Turnpike allows $7 for breakfast, $9 for lunch, and $19 for dinner.
- North Jersey Transportation Planning Authority employees who are classified as exempt are not eligible for overtime, but if they are required to stay more than 2½ hours beyond regular business hours, they can receive a maximum of $7.50 per meal. Non-exempt or aligned employees who work overtime do not receive a meal allowance.
- Passaic Valley Sewerage Commissioners employees receive overtime meal reimbursements of $5 for breakfast, $7.50 for lunch, and $15 for dinner.
- Pinelands Commission employees receive $5 for breakfast, $6.50 for lunch, and $13.50 for dinner. However, with prior approval from executive director, actual and reasonable cost may be reimbursed.
- State Economic Recovery Board for Camden allows $6 for breakfast, $10 for lunch, $20 for dinner. [Follows NJ Economic Development Authority policy].

- There is one authority that does not provide any travel or entertainment reimbursement. It is:
  - NJ State House Commission
STATE AUTHORITIES EMPLOYEE BENEFIT INFORMATION

This memorandum details the Office of the Inspector General’s observations of State authorities’ compliance with or deviations from State policies and these are summarized in the attached companion spreadsheets. Based upon our review, OIG noted that the majority of the authorities reviewed the number of employees has decreased. Of the remaining authorities, most experienced no change in staff level. In 2006, the number of employees at State authorities included in OIG’s review was 22,704. This number decreased by 2,002 to 20,702 employees as of fall 2009. It should be noted that this number is the number of actual employees rather than approved positions that may or may not contain vacancies.

Atlantic City Convention & Visitors Authority

1. **Host Department**: Department of Treasury

2. **Number of Employees**
   - 2009: 62 employees
   - 2008: 63 employees
   - 2007: 69 employees
   - 2006: 73 employees
   - Reduction of 11 employees from 2006 to 2009.

3. **Leave Policies**: Vacation, Sick time, and Administrative leave
   
   a. **Vacation**
      - In the first pay period of December, employees with 15 days of vacation time, can cash in unused vacation days up to five days. Employees with 25 days of vacation can cash in up to 10 days of unused vacation time.
   
   b. **Sick time**
      - Sick leave: No accumulation of sick time from year-to-year.
      - Employees with nine months to two years of credited service who did not use any sick leave, can cash in up to five days in sick time at the end of the year. Employees can also cash in up to five days of sick time as follows: no sick days taken = can cash in five sick days, one sick day taken = can cash in four days, etc. Employees at the level of vice president can cash in an additional five days of sick leave.
      - Employees with two years or more of service can cash in up to 10 sick days. Employees at the level of vice president can cash in an additional five days of sick leave.
   
   c. **Administrative leave**
      - Two personal days per year; do not accumulate from year-to-year.
      - Bereavement Leave: for loss in immediate family, up to five days.
4. **Travel and Entertainment Policy**

- Reimbursement will be given for more than the standard allowance when approved by the departmental vice president or the executive director.
- Entertainment expenses include expenses at a nightclub, theater, golf, or sporting events, if a business discussion takes place during, immediately before or immediately after the event. This includes usual and customary alcoholic beverages.
- An employee’s purchase of up to two alcoholic beverages while conducting authority business with a customer can be reimbursed if pre-approved using an authorization form.
- Reimbursement for mileage at the federal rate.
- Can use personal car when it is less expensive than renting or using public transportation or more efficient than taking public transportation. Can also use personal car when entertaining customers.
- If employee is traveling alone, travel reimbursement is $60 a day for meals ($75 if in high cost city). If employee is with clients, $50 per person for lunch ($65 if high cost city) and $100 per person for dinner ($125 if high cost city). There is no dollar limit on hotel lodging reimbursement, but must be actual and reasonable.
- Gift giving and receiving: Employees must tell ethics liaison officer of any gift or benefit received. However, an employee may keep certain items under $30 of value, if items do not create an impression of a conflict. Such items include complimentary items offered to the public or mass mailings to general business.
- Complimentary tickets for shows for use by the authority are distributed on a first come first serve basis in a priority order. The order of priority is as follows: clients, business needs as defined by executive staff, ACCCA Board Members, executive staff requests, general marketing partner requests, and staff requests.

**Capital City Redevelopment Corporation**

1. **Host Department**: Department of Treasury

- Treasury administers its financial reports, payments to vendors, contracts with auditors and related internal controls.

2. **Number of Employees**

- 2009: Three employees
- 2008: Three employees
- 2007: One employee
- 2006: One employee
- Increase of two employees from 2006 to 2009.
**Casino Control Commission**

1. **Host Department**: Department of Treasury

2. **Number of Employees**
   - 2009: 287 employees
   - 2008: 321 employees
   - 2007: 333 employees
   - 2006: 353 employees
   - Reduction of 66 employees from 2006 to 2009.

**Casino Reinvestment Development Authority**

1. **Host Department**: Department of Treasury

2. **Number of Employees**
   - 2009: 33 employees
   - 2008: 33 employees
   - 2007: 29 employees
   - 2006: 29 employees
   - An increase of four employees from 2006 to 2009.
   - Employees are not allowed to cash in sick time upon retirement or termination.

**Council on Affordable Housing**

1. **Host Department**: Department of Community Affairs

2. **Number of Employees**
   - 2009: 23 employees
   - 2008: 20 employees
   - 2007: 21 employees
   - 2006: 21 employees
   - An increase of two employees from 2006 to 2009.
   - All employees are in the unclassified category of civil service.

**Garden State Preservation Trust**

1. **Host Department**: Department of Treasury
   - Treasury provides all logistical support.
2. **Number of Employees**
   - 2009: One employee
   - 2008: One employee
   - 2007: One employee
   - 2006: Three employees
   - Reduction of two employees from 2006 to 2009.

3. **Leave Policy**
   - Employees receive 11 holidays, two administrative leave days, 20 vacation days and 21 sick leave days.

4. **Miscellaneous comments**
   - Funds are derived from three partnering agencies: Green Acres Program, Farmland Preservation Program, and Historic Preservation.

**Higher Education Student Assistance**

1. **Host Department**: Department of State

2. **Number of Employees**
   - 2009: 180 employees
   - 2008: 193 employees
   - 2007: 197 employees
   - 2006: 236 employees
   - Reduction of 56 employees from 2006 to 2000.

3. **Leave Policy**: Vacation
   - Unclassified employees accumulate 1.5 days per month for the first year, amounting to 18 days. Thereafter the unclassified employees have 22 vacation days per year.

**Highlands Water Protection & Planning Council**

1. **Host Department**: Department of Environmental Protection

2. **Number of Employees**
   - 2009: 23 employees
   - 2008: 23 employees
   - 2007: 22 employees
   - 2006: 18 employees
   - Increase of five employees from 2006 to 2009.
3. Leave Policy: Vacation

- Vacation leave may be accumulated provided that no more than 30 days are carried over from one year to the next.

**Legalized Games of Chance Control Commission**

1. **Host Department**: Department of Law and Public Safety

- LGCCC is a commission within the Division of Consumer Affairs, within the Department of Law and Public Safety. The authority’s host department performs LGCCC’s audits.

2. **Number of Employees**

- 2009: 19 employees
- 2008: 19 employees
- 2007: 20 employees
- 2006: 21 employees
- Reduction of two employees from 2006 to 2009.

Although, the authority has 19 employees, as it is a division within the Division of Consumer Affairs, its director and one other administrative and managerial/supervisory employee are in fact Division of Consumer Affairs employees that also have other non-LGCCC duties and functions. One such employee is the director of the Division of Consumer Affairs, who is the director of the LGCCC, but who also directs and supervises other sub-divisions within the Division of Consumer Affairs.

**NJ Building Authority**

1. **Host Department**: Department of Treasury

- Follows all Treasury policies and guidelines.

2. **Number of Employees**

- 2009: Eight employees
- 2008: Nine employees
- 2007: Nine employees
- 2006: Nine employees
- Reduction of one employee from 2006 to 2009.
NJ Commerce Commission

1. **Host Department**: Department of Treasury

2. **Number of Employees**
   - 2009: Zero employees
   - 2008: 51 employees
   - 2007: 94 employees
   - 2006: 100 employees
   - Reduction of 100 employees from 2006 to 2009.

NJ Cultural Trust

1. **Host Department**: Department of State

2. **Number of Employees**
   - 2009: Zero employees
   - 2008: Zero employees
   - 2007: Two employees
   - 2006: Four employees
   - Reduction of four employees from 2006 to 2009.

NJ Development Authority

1. **Host Department**: Department of Treasury

2. **Number of Employees**
   - Authority has no employees. [See NJEDA].
   - In prior years, including 2006 through July 2008, a management agreement was in place for NJEDA to provide support functions, including providing employees, to the Development Authority.
   - As of July 2008, pursuant to legislation, the NJ Development Authority for Small Businesses, Minorities, and Women’s Enterprises was consolidated into the NJ Economic Development Authority and therefore the NJ Development Authority no longer exists.

NJ Economic Development Authority

1. **Host Department**: Department of Treasury

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1 Pursuant to N.J.S.A. 34:1B-212, effective July 2008, the Commerce Commission was abolished and its functions, powers and duties were transferred to various state agencies.
2. **Number of Employees**
   - 2009: 190 employees
   - 2008: 159 employees
   - 2007: 147 employees
   - 2006: 134 employees
   - Increase of 56 employees from 2006 to 2009.

3. **Leave Policies: Holidays and Vacation**
   a. **Holidays**
      - NJEDA’s executive director no longer has the ability to declare additional holidays. It appears that this provision was never used. It was removed from the employee handbook on November 3, 2006.
   b. **Vacation**
      - CEO and COO: upon hire = 25 vacation days.
      - Senior vice presidents/managing directors: upon hire to five years = 20 vacation days; five or more years = 25 vacation days;
      - Director level employees: upon hire to 10 years = 20 vacation days; 10 or more years = 25 vacation days;
      - All other level of employees: upon hire to five years = 15 vacation days; five to 10 years = 17 vacation days; 10 to 15 years = 20 vacation days; 15 or more years = 25 vacation days.

4. **Vehicle Policy**
   - Authority previously offered a $400 monthly car allowance for certain officers and $500 monthly allowance for the Director of Real Estate. That vehicle allowance program was rescinded on September 16, 2004. As of September 16, 2004, there were eight positions with a vehicle allowance and those positions only continued to receive the benefit until the current holders of the positions leave the authority. Currently only two employees at the authority are receiving this benefit.
   - An additional car allowance of $500 was temporarily approved for a senior vice president. A vehicle will be purchased for this position, and this car allowance will be eliminated.
   - According to EDA Policy #815, employees are reimbursed for business travel mileage using the current federal regulations. According to the employee handbook Policy #535 Business Travel and Miscellaneous Expenses, mileage reimbursement will be at the “prevailing rate. The prevailing rate will be determined by the CEO…”
   - Currently uses federal rate for mileage reimbursement.

5. **Travel and Entertainment Policy**
   - Meal expense is up to $36 per day. According to EDA Travel and Meeting Business Expense Policy, employees allowance is authorized for meals, including tip and sales taxes, at the following rates of reimbursement: breakfast $6, lunch $10 and dinner $20.

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2 Please note that the increase of number of employees from 159 in 2008 to 190 employees in 2009 was due to the merger of the NJ Commerce Commission with the NJEDA.
• No cash advances will be issued for business travel, except under unusual or emergency circumstances, upon proper written justification, with the approval of the CFO.

6. **Cellular Phone Policy**
   • NJEDA previously assigned to some of its employees a cellular phone and some “pool” phones were also available. This policy has been rescinded, and NJEDA no longer offers mobile phone allowances to employees.
   • Employees can be reimbursed for use of their personal cellular phones for business calls with a copy of their bill highlighting the itemized business calls.

**NJ Educational Facilities Authority**

1. **Host Department:** Department of Treasury

2. **Number of Employees**
   - 2009: 17 employees
   - 2008: 16 employees
   - 2007: 15 employees
   - 2006: 17 employees

3. **Leave Policy: Vacation**
   - Executive director, division heads, managing directors, and project managers are credited with 22 days of vacation.
   - Employees can carry up to two years of vacation into the next year.
   - Executive director can grant additional paid time off or office closings.

4. **Vehicle Policy**
   - Pursuant to the authority’s policy, the executive director and the director of Project Management can use the two authority-owned vehicles for commuting, as well as business related travel.
   - Two vehicles bought by authority with two-year-old trade-ins.

**NJ Election Law Enforcement Commission**

1. **Host Department:** Department of Law and Public Safety

2. **Number of Employees**
   - 2009: 65 employees
   - 2008: 69 employees
   - 2007: 71 employees
   - 2006: 74 employees
   - Reduction of nine employees from 2006 to 2009.
**NJ Environmental Infrastructure Trust**

1. **Host Department**: Department of Environmental Protection
   - Follows DEP policies and guidelines.

2. **Number of Employees**
   - 2009: 11 employees
   - 2008: 13 employees
   - 2007: 13 employees
   - 2006: 13 employees
   - Reduction of two employees from 2006 to 2009.

**NJ Health Care Facilities Financing Authority**

1. **Host Department**: Department of Health and Senior Services

2. **Number of Employees**
   - 2009: 26 employees
   - 2008: 26 employees
   - 2007: 26 employees
   - 2006: 26 employees
   - No change in number of employees from 2006 to 2009.

3. **Leave Policies: Vacation and Sick time**
   a. **Vacation**
      - Vacation time is awarded differently: one to four years = 12 days; five to seven years = 15 days; eight plus years = 20 days.
      - Does not accept accrued vacation time when transferring from another State or local entity.
   b. **Sick time**
      - Authority does accept transfer of accrued sick time when transferring from another State or local entity.

**NJ Housing and Mortgage Finance Agency**

1. **Host Department**: Department of Community Affairs
2. **Number of Employees**
   - 2009: 291 employees
   - 2008: 265 employees
   - 2007: 256 employees
   - 2006: 243 employees
   - Increase of 48 employees from 2006 to 2009.

3. **Leave Policy: Vacation**
   - Vacation policy for employees hired after July 1, 2007, will follow the State vacation policy.
   - Vacation policy for employees hired prior to July 1, 2007, is different from State policy.
     - One to two years = 12 vacation days
     - Three to four years = 15 vacation days
     - Five to nine years = 18 vacation days
     - 10 to 14 years = 20 vacation days
     - 15 to 19 years = 22 vacation days
     - 20 or more years = 25 vacation days
   - In addition to the allotment of vacation days, NJHMFA employees hired prior to July 1, 2007, can carry over two years of vacation, up to a maximum of 50 days.
   - Also provides for a one week advance vacation pay prior to the start of their vacation leave.

4. **Personnel Policy: Health Benefits**
   - Authority participates in State Health Benefits Program for medical only. Authority requests bids for prescription and dental coverage and has self-insured vision program.

**NJ Meadowlands Commission**

1. **Host Department**: Department of Community Affairs

2. **Number of Employees**
   - 2009: 125 employees
   - 2008: 115 employees
   - 2007: 119 employees
   - 2006: 119 employees
   - An increase of six employees from 2006 to 2009.

3. **Leave Policy: Vacation**
   - Time allotments are different from the State and NJMC employees are able to carry two years of vacation time forward.
     - One to five years = 12 vacation days
     - Five to 10 years = 15 vacation days
11 to 15 years = 20 vacation days
15 to 20 years = 22 vacation days
20 or more years = 25 vacation days

4. Personnel Policy: Health Benefits
   - Effective in 2009, employees are required to contribute a portion of their insurance premiums.

**NJ Motor Vehicle Commission**

1. Host Department: Department of Transportation
   - Follows DOT policies and guidelines.

2. Number of Employees
   - 2009: 2,614 employees
   - 2008: 2,863 employees
   - 2007: 2,905 employees
   - 2006: 2,933 employees
   - Reduction of 319 employees from 2006 to 2009.

3. Vehicle Policy
   - 313 vehicles, includes 208 assigned to individuals, 67 pool cars, 31 team vehicles, three station vehicles, two delivery, and two trailers. In addition to these vehicles, the authority has 50 motorcycles.

**NJ Public Broadcasting Authority**

1. Host Department: Department of State

2. Number of Employees
   - 2009: 132 employees
   - 2008: 153 employees
   - 2007: 156 employees
   - 2006: 158 employees
   - Reduction of 26 employees from 2006 to 2009.

**NJ Racing Commission**

1. Host Department: Department of Law and Public Safety
   - Follows Department of Law and Public Safety policies and guidelines.
2. **Number of Employees**

   - 2009: 63 employees (plus 31 special services hourly employees used on an “as needed” basis)
   - 2008: 69 employees
   - 2007: 84 employees
   - 2006: 136 employees
   - Reduction of 73 employees from 2006 to 2009.

**NJ Redevelopment Authority**

1. **Host Department:** Department of Community Affairs

2. **Number of Employees**

   - 2009: 16 employees
   - 2008: 13 employees
   - 2007: 14 employees
   - 2006: 16 employees

3. **Leave Policy: Vacation**

   - Upon initial eligibility and up to one year, employee receives 10 days vacation;
   - After one year, employee receives 15 days vacation;
   - After five years, employee receives 20 days vacation;
   - Over 10 years, employee receives 25 days vacation;

   - The executive director can grant approval of excess vacation carryover in extraordinary circumstances.

4. **Vehicle Policy**

   - Policy provides for possibility of reimbursement upon submission of receipt for use of non-State owned gas stations.
   - Mileage reimbursement at rate determined by executive director, currently at $.505 per mile.

**NJ Schools Development Authority**

1. **Host Department:** Department of Treasury

2. **Number of Employees**

   - 2009: 331 employees
   - 2008: 270 employees
   - 2007: 238 employees
   - 2006: 245 employees
   - Increase of 86 employees from 2006 to 2008.
3. **Leave Policies: Vacation and Sick Time**

- Vacation is calculated on a monthly basis as follows:
  - Vice president and above: 25 days;
  - Managing director level: 20 days; in calendar year of 5th anniversary – 25 days;
  - Director levels: 20 days; in calendar year of 10th anniversary – 25 days;
  - All others: 15 days; in calendar year of 5th anniversary – 17 days; in calendar year of 10th anniversary – 20 days; in calendar year of 15th anniversary – 25 days.

- SDA’s CEO may grant or authorize additional vacation or sick leave. SDA’s CEO authorizes all necessary actions affecting personnel. This provision is pursuant to Section 5.1 of SDA’s by-laws.

4. **Travel and Entertainment Policy**

- Allowable per diem reimbursement for overnight travel meals will be actual reasonable costs not to exceed federal per diem rates established in the Federal Register for the current year.

- Mileage reimbursement is at the federal rate per mile. SDA’s use of the federal rate has been discussed with the SDA audit committee and it was determined to be the appropriate reimbursement rate. However, this issue is pending further discussion with the Governor’s Authorities’ Unit and the SDA audit committee.

**NJ Sports and Exposition Authority**

1. **Host Department:** Department of Community Affairs

2. **Number of Employees**

   - 2009: 189 employees
   - 2008: 189 employees
   - 2007: 209 employees
   - 2006: 210 employees
   - Reduction of 21 employees from 2006 to 2009.

3. **Personnel Policy: Merit Increases**

   - Scheduled merit increases: All salaried employees are scheduled for merit increase consideration once a year. Amount of increase is determined by the employee’s department manager, vice president and/or senior vice president based on merit considerations, amount of funds available for increases, and the need to consider all salaried personnel.
   - Special individual merit increases: In the event that an employee makes an unusually important contribution, the executive vice president may decide that a special merit increase should be granted.
   - Service award program: Authority does not grant increases on the basis of length of service. However, the authority has a plan for payment of annual service awards in order to give financial
recognition to the continuing contribution of long service salaried employees whose base salaries have reached their salary grade maximums. The award is a single sum payment equal to one week’s salary, less mandatory deductions.

- As stated in OIG’s 2007 report, the then executive director proposed and the Board approved retention bonuses for nine executives to be paid in 2008 through 2010. These bonuses total approximately $350,000 annually.

4. Leave Policies: Holidays and Vacation

   a. Holidays
      - SEA provides employees with 11 holidays. They do not grant time off for Election Day.

   b. Vacation
      - Employees hired after 1991 and earning less than $50,000: If zero to one year – a half day for each full month of employment; one to five years – 10 days; six to 15 years – 15 days; and 16 years plus – 20 days.
      - Employees hired after 1991 and earning more than $50,000: If zero to one year – 10 days if hired before July 1st and zero if hired after June 30; If two or more years, then 20 vacation days.
      - Vacation pay advances: If an employee wishes to receive vacation pay in advance, must indicate this to supervisor at least two weeks in advance.

5. Travel and Entertainment Policy

   - Authority will not routinely pay overtime meal allowances. If Department Manager feels that extraordinary circumstances warrant payment for an overtime meal, the Department Manager must prepare a memo to appropriate vice president outlining reasons for such payments.
   - The guideline for payment of such allowance will be that the overtime period was of long duration and/or an unusual time and employee was required to purchase a meal at a restaurant rather than take a meal at home or be provided with one by the authority.
   - Meal expense is up to $70 per day - $12 for breakfast, $20 for lunch, and $38 for dinner.
   - Per diem rates for hotels shall not exceed $250, however since some downtown areas are more expensive, prior approval of CEO is necessary.

NJ State Ethics Commission

1. Host Department: Department of Law and Public Safety

   - As authority is in Department of Law and Public Safety, there are no independent financial operations in place and its budget and fiscal practices are administered by the Office of Management and Budget.
2. **Number of Employees**

- 2009: 12 employees
- 2008: 12 employees
- 2007: 14 employees
- 2006: 13 employees
- Reduction of one employee from 2006 to 2009.

**NJ State House Commission**

1. **Host Department**: Not applicable

   - Commission does not have a budget and does not own or operate anything.
   - Commission is managed by the Treasurer’s Office and uses Treasury real estate management division for support staff.

2. **Number of Employees**

   - 2009: One part-time employee
   - 2008: One part-time employee
   - 2007: One part-time employee
   - 2006: One part-time employee
   - No change in number of employees.

   - Commission consists of Governor, State Treasurer, Comptroller of Treasury, two members of Senate, and two members of Assembly.
   - The Commission members all serve without compensation.

**NJ State Museum Board**

1. **Host Department**: Department of State

2. **Number of Employees**

   - 2009: 27 employees
   - 2008: 28 employees
   - 2007: 26 employees
   - 2006: 26 employees
   - An increase of one employee from 2006 to 2009.

**NJ Transit**

1. **Host Department**: Department of Transportation
2. **Number of Employees**

- 2009: 11,838 employees
- 2008: 11,856 employees
- 2007: ~13,000 employees (including part-time and seasonal)
- 2006: ~13,000 employees (including part-time and seasonal)

Of the 11,838 employees, 1,939 are non-agreement staff, and 9,899 are full time union/agreement employees.

3. **Personnel Policies: Retirement and Health Benefits**

   a. **Retirement**
      - The New Jersey Transit Employees’ Retirement Plan is closed to new employees. Effective July 1, 2006, all new NJ Transit non-agreement employees participate in a 401(a) plan in which an amount equal to six percent of the employee’s annual salary is deposited in an employee account to accumulate, with earnings, towards the employee’s retirement.

   b. **Health benefits**
      - Non-agreement employee benefits summary.
        - Traditional plan carried by Blue Cross and Blue Shield. Blue Select carried by Blue Cross and Blue Shield; with Horizon HMO carried by Blue Cross and Blue Shield.
        - Prescription drugs carried by Express Scripts.
        - Dental carried by Blue Cross – Direct Dental Network.
        - Vision carried by Vision Service Plan.
        - Basic life insurance and accidental death and dismemberment carried by Prudential. Benefit is one and a half times January 1st annual salary rounded up to nearest thousand. This is paid by NJ Transit.

4. **Leave Policies: Holidays, Vacation, and Sick time**

   a. **Holidays**
      - Nine scheduled and three floating holidays are provided. New Year’s Day, Martin Luther King, Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day.
      - Floating holidays can be used only during calendar year they are earned.

   b. **Vacation**
      - New employees who start by January 15 will receive 12 vacation days; by February 15 = 11 days; by March 15 = 10 days; and by December 15 = one day.
      - If an employee is in a position with 654 or more Hay points\(^3\) or reporting directly to member of Executive Committee at the Manager or equitable to level and started by January 15 = 20

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\(^3\) Hay system is a proprietary job evaluation system in which three requirements (know how, problem solving, and accountability, called 'factors') are considered fundamental and universally applicable. These factors are subdivided into basic components called 'dimensions' which vary for each factor. The dimensions of know-how, for example, are (1) technical
vacation days: February 15 = 18 days; March 15 = 17 days; April 15 = 15 days; May 15 = 13 days; June 15 = 12 days; July 15 = 10 days; August 15 = eight days; September 15 = seven days; October 15 = five days; November 15 = three days; and December 15 = two days.

- If employee is within Schedule 1:
  o One to four years = 12 vacation days
  o Five to 11 years = 17 days
  o 12 to 19 years = 22 days
  o 20 years and more = 25 days
  o If hired prior to December 31, 1980, and has 30 years and later = 30 days

- If employee is within Schedule 2:
  o One to four years = 20 vacation days
  o Five to 11 years = 20 days
  o 12 to 19 = 22 days
  o 20 years and more = 25 days
  o If hired prior to December 31, 1980, and has 30 years and later = 30 days

- Vacation cash in program: Non-agreement employees who have not taken any sick time during the prior year can elect to receive a cash payment for a portion of their accumulated unused prior year vacation time limited to one-half of the employees’ annual vacation allowance subject to an annual maximum cash in of ten days.

c. Sick time
- All eligible employees are allotted 10 paid sick days per year. Employees can accumulate and bank their unused annual sick time.

5. Travel and Entertainment Policy

- NJ Transit policy is to reimburse reasonable and necessary business and travel expenses. Cash advances are not allowed for travel purposes.
- Lodging: Reimbursement provided if authorized in advance and at economy hotels/motels. Reimbursement will be made for single occupancy rooms at reasonable actual cost for location.
- Meals incurred during overnight travel: Employees, subject to discretionary approval, can either receive per diem payments or reimbursement of actual costs for meals for the duration of the trip.
- Employee entitled to be reimbursed without receipts for the following: $10 breakfast, $15 lunch, and $31 dinner.
- Overtime meals:
  o Non-agreement employees who are not eligible to receive overtime compensation and who are authorized to work four or more consecutive hours before or after their normal hours can be reimbursed for an overtime meal up to a maximum of $12 per meal.
  o As provided by applicable labor agreement, agreement employees working overtime can be reimbursed for appropriate meal expenses according to the hours worked and the per meal allowance rates set forth in agreement.
Rates vary according to city.

**NJ Transportation Trust Fund**

1. **Host Department**: Department of Transportation
   - Authority is a financing entity only, with its purpose to reimburse DOT and NJ Transit for project costs that are funded by the authority and authorized by Legislature in annual appropriations act.

2. **Number of Employees**
   - 2009: Zero employees
   - 2008: Zero employees
   - 2007: Zero employees
   - 2006: Zero employees
   - Has no paid employees and relies on part time service from staff employed by the Department of Transportation, Department of Treasury, and Department of Law.

**NJ Turnpike Authority**

1. **Host Department**: Department of Transportation

2. **Number of Employees**
   - 2009: 2,281 employees
   - 2008: 2,365 employees
   - 2007: 2,465 employees
   - 2006: 2,508 employees
   - Reduction of 223 employees from 2006 to 2009.
   - Over 94 percent of employees are in union. There are eight unions that represent full-time NJTPA employees and two unions that represent certain part-time employees.

3. **Leave Policies: Vacation and Sick time**
   a. **Vacation**
      - First vacation option: vacation days increase with length of service.
         o Six months to one year = five days
         o One to five years = 10 days
         o Five to nine years = 15 days
         o 10 years = 20 days
         o Each year after ten years an additional day per year to a maximum of eight vacation weeks for employees hired before June 1980 and a maximum of six vacation weeks for employees hired after June 1980.

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4 Based upon new information supplied by the authority, the number of employees has been modified.
Vacation days not used during year must be taken during next year or unused days will be forfeited.

However, employees with an entitlement of more than 15 days shall have the option to cash in unused days over the 15 days or accumulate unused days over 15 of the current year’s entitlement until separation of employment.

- Second vacation option: allows employees 20 days of vacation. [This option is only available for management pay grade employees].
  - Earned, unused vacation days will continue to be eligible for carryover for one year unless extension period is approved by executive director.
  - Earned unused vacation days will not be eligible for cash in on a yearly basis; but be eligible for cash in upon separation from service.

b. Sick time
   - All permanent, full time and management employees will attain 15 sick days per year.
   - During first five years, employee can cash in up to five days of accrued sick time.
   - Starting with sixth year, cash in option increases to 10 days.

4. Travel and Entertainment Policy
   - Local 200, 194, 97, 193, 193C, 196 and 196-12 union members receive a meal allowance when working beyond or outside of their regularly scheduled shifts. Generally, meal allowances for all seven unions are $15 per meal.
   - Non-bargaining management employees receive meal allowances, under certain conditions, of $7, $19 and $19. Members of the management association, AFSCME 3914, receive a meal allowance, under certain conditions of $8, $10 and $20.
   - NJTA follows federal mileage reimbursement rate.

NJ Urban Enterprise Zone

1. Host Department: Department of Community Affairs

2. Number of Employees
   - 2009: 17 employees
   - 2008: 14 employees
   - 2007: 13 employees
   - 2006: 12 employees
   - Increase of five employees from 2006 to 2009.

5 Pursuant to legislation, the Urban Enterprise Zone Authority was transferred to be “in but not of” the Department of Community Affairs from the Department of Treasury. As such, UEZA employees are covered by state salary and benefits programs as well as being subject to the DCA policies and procedures.
NJ Water Supply Authority

1. **Host Department**: Department of Environmental Protection
   - Authority operates on a self-supporting basis and does not receive budget appropriations from the State or federal government.
   - However, the authority receives funds from the State to replenish reservoir water to enhance recreational usage.

2. **Number of Employees**
   - 2009: 121 employees
   - 2008: 126 employees
   - 2007: 126 employees
   - 2006: 128 employees
   - Reduction of seven employees from 2006 to 2009.

North Jersey District Water Supply Commission

1. **Host Department**: Not applicable
   - Commission expenses are paid by member municipalities.

2. **Number of Employees**
   - 2009: 167 employees
   - 2008: 166 employees
   - 2007: 168 employees
   - 2006: 170 employees
   - Reduction of three employees from 2006 to 2009.

3. **Travel and Entertainment Policy**
   - Has in house policy titled “Travel, Lodging and Related Business Expenses” dated April 15, 2007. Receipts are required for all payments over $10.

North Jersey Transportation Planning Authority

1. **Host Department**: NJ Institute of Technology
   - 100 percent federally funded and complies with applicable federal policies and procedures.
   - No financial accounts independent from NJ Institute of Technology with oversight and internal controls by DOT and NJTPA.
2. **Number of Employees**

- 2009: 50 employees
- 2008: 45 employees
- 2007: 44 employees
- 2006: 39 employees
- Increase of 11 employees from 2006 to 2009.

3. **Personnel Policy: Health Benefits**

   - A Vision Care reimbursement program is available to NJTPA employees and their eligible dependents. The employee and/or their dependent are eligible to receive one lenses or one examination reimbursement during each 24-month period beginning July 1st. The reimbursement is $35 for an eye exam, and $35 for single vision lenses or contacts and $40 for progressive lenses.

4. **Leave Policy: Holidays and Administrative Leave**

   - According to documented policy, NJTPA has 13 paid holidays including New Year’s Day, Martin Luther King Day, Good Friday, Memorial Day, Independence Day, Labor Day, Thanksgiving and the Friday after Thanksgiving, Christmas Day plus four designated days during winter break. [NJTPA is “in but not of” the New Jersey Institute of Technology (NJIT)]. NJPTA’s employee benefits are union negotiated.

   - Employees are entitled to receive three days of administrative leave in a full fiscal year (rather than in a calendar year).

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Passaic Valley Sewerage Commissioners

1. **Host Department**: Not applicable

2. **Number of Employees**

   - 2009: 588 employees
   - 2008: 602 employees
   - 2007: 642 employees
   - 2006: 680 employees
   - Reduction of 92 employees from 2006 to 2009.

3. **Personnel Policies: Retirement and Health Benefits**

   a. **Retirement**

      - A defined contribution plan will be established by the union and administered jointly by the union and PVSC.
• PVSC will contribute $0.15 per hour (or amount commissioners set) to the fund for each employee up to the maximum of six dollars per week per employee.
• Separate funds will be established for employees covered and not covered by collective bargaining units.

b. *Health benefits*
• When an employee retires, optical, dental and chiropractic programs will continue for the employee and his/her spouse for 10 years, provided the employee worked for PVSC for at least five years. A surviving spouse will continue to receive benefits for the remainder of the 10 year term.

4. **Leave Policies: Holidays, Vacation, and Sick time**

a. *Holidays*
• Receive the 12 holidays, plus the day after Thanksgiving, half-day on Christmas Eve, and half-day on New Year’s Eve.

b. *Vacation*
• Vacation is the same as State employees except:
  o For the first full year through the fourth year, PVSC employees are allotted 10 vacation days;
  o Employees in pay scale range 15 or greater are allotted 25 vacation days;
  o Carry over days are limited to one-half the employees allotted amount of days unless a greater amount is approved by the executive director; and
  o Employees may request advanced pay before vacation.

c. *Sick time*
• 12 sick days are allotted to employees annually.
• Employees can annually cash in unused sick days in accord with this schedule:

<table>
<thead>
<tr>
<th>Unused annual sick days</th>
<th>Days which may be cashed in</th>
</tr>
</thead>
<tbody>
<tr>
<td>12</td>
<td>Six</td>
</tr>
<tr>
<td>11</td>
<td>Five</td>
</tr>
<tr>
<td>10</td>
<td>Four</td>
</tr>
<tr>
<td>Nine</td>
<td>Three</td>
</tr>
<tr>
<td>Eight</td>
<td>Two</td>
</tr>
<tr>
<td>Seven</td>
<td>One</td>
</tr>
</tbody>
</table>

5. **Vehicles**
• PVSC has approximately 276 vehicles. Vehicles are assigned to personnel in various departments including administration/executive, engineering, operations, maintenance, security, river clean-up, industrial and pollution, and special services. Per contract, one vehicle is assigned to the executive director for use without restriction.
- Obtain fuel and other services from PVSC facilities.

**Pinelands Commission**

1. **Host Department**: Department of Environmental Protection

2. **Number of Employees**
   - 2009: 57 employees
   - 2008: 61 employees
   - 2007: 60 employees
   - 2006: 62 employees
   - Reduction of five employees from 2006 to 2009.

3. **Personnel Policies: Salary and Health Benefits**
   a. **Salary**
      - Before certain full-time or part-time employees are hired, approval of personnel and budget committee is needed.
      - In general, starting salaries will be set in an amount equal to the beginning salary of the range for a specific position. However, the executive director is authorized to approve a higher starting salary if a candidate’s education and experience warrants a higher salary. In no case, can this salary exceed the established maximum salary for the position.
      - Merit increase pool will be established in the budget each year from which to draw employees’ merit increases.
   b. **Health benefits**
      - Commission offers a health insurance plan through NJ State Health Benefits Program.
      - Commission offers a voluntary dental plan; employees are responsible for fifty percent of the premium.

4. **Leave Policies: Vacation and Sick time**
   a. **Vacation**
      - An employee with up to and including five years employment is allotted 12 vacation days; with five to 12 years is allotted 15 days; with 12 to 20 years, is allotted 20 days; and with 20 or more years is allotted 25 days.
      - When hiring a new employee, the executive director can, with the concurrence of the Personnel and Budget Committee Chair, approve a vacation leave allotment higher than the starting rate of 12 days per year.
      - Vacation leave earned but not used can be accumulated provided that no more than 30 days are carried over into next year.
   b. **Sick time**
      - Full-time employees earn 10 sick days each year.
South Jersey Port Corporation

1. **Host Department:** Department of Treasury

2. **Number of Employees**
   - 2009: 145 employees
   - 2008: 109 employees
   - 2007: 136 employees
   - 2006: 133 employees
   - Increase of 12 employees from 2006 to 2009.

3. **Personnel Policies: Salary and Retirement**
   a. **Salary**
      Personnel and administration regulations for non-union employees:
      - All new employees must undergo and successfully complete a physical examination to determine if they are capable of performing duties of position.
      - All applicants are required to pass substance abuse test.
      - Salaries are determined with regard to relative difficulty and responsibility of work involved.
      - Employee reviews are conducted and any adjustment is based upon merit subject to approval of board of directors. An employee may appeal a review and adjustment to supervisor, then to executive director, and then to board. Board decision is final.
      - Employees are required to work overtime. Overtime work is given out first on volunteer basis. Then if no volunteers, based upon supervisor's judgment.
   b. **Retirement**
      - Administrative employees are eligible to join NJ Public Employees’ Retirement System.
      - Plan members are required to contribute three percent of their annual covered salary. The authority is required to contribute at an actuarially determined rate.

4. **Leave Policies: Holidays, Vacation, and Sick time**
   a. **Holidays**
      - In order to receive normal rate of pay for holidays, employees are not permitted to take sick leave on the last working day prior to and the first working day following holiday without presenting a doctor’s note to qualify for pay.
      - Union holiday schedule includes the following 12 days: Same days as allocated to non-union employees with additional holiday for the day after Thanksgiving. However the union has given up one day of vacation to receive same. Furthermore, union employees also receive their birthday as a paid holiday.
b. **Vacation**

- New employees eligible for vacation in their first calendar year depending upon month of hire as follows: January = nine days allocation, February = eight days, March = seven days, April = six days, May = five days, June = four days, July = three days, August = two days, September = one day, October to December = none.
- All other employees are allocated as follows: two to five years = 10 days, six to 15 years = 15 days; 16 and more years = one day for each year of service up to 30 days.
- New employees (zero to one year) are not entitled to carry over or receive cash in lieu of vacation days.
- Other employees (10 day vacation) required to take at least five days vacation a year or lose them, but have the option of cashing in the other five days.
- If employee has 15 days vacation, must take at least 10 days vacation but can cash in five days.
- Union employees with up to five years, receive up to 13 days as pro-rated, five years to 15 years = 18 days, 16 years = 18 days, then for every year, one extra vacation day, i.e. 35 years, 38 days. May carry over three years of vacation time.

\[c. \textbf{Sick time}\]

- During first year of employment, January = nine days; February = eight days; March = seven days; April = six days; May = five days; June = four days; July = three days; August = two days; September = one days; and October to December = none.
- During the second calendar year of service non-union or guard employees are entitled to 10 sick days.
- Sick days do not accrue from year to year.
- All unused sick days are paid to employees in following year at rate of 50% percent of present hourly rate.
- One day sickness calls are not acceptable without a note from the employee’s physician – based on importance of SJPC as a public sector service organization.
- During each calendar year that an employee works a consecutive two month period and has perfect attendance, the employee will be entitled to one extra day pay.
- Employees who are late in excess of five minutes shall be penalized by loss of pay on a pro rated minute by minute basis.

**South Jersey Transportation Authority\(^6\)**

1. **Host Department:** Department of Transportation

2. **Number of Employees**

   - 2009: 507 employees
   - 2008: 498 employees
   - 2007: 515 employees
   - 2006: 525 employees
   - Reduction of 18 employees from 2006 to 2009.

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\(^6\) There are three labor unions that represent the majority of SJTA employees who have contractual benefits that differ from that of State benefits. SJTA partners with the Turnpike Authority in regards to their self-insured health benefit program that mirrors the State program.
3. Personnel Policies: Salary and Health Benefits
   a. Salary
      - Salary increases exceed current State rates.
      - Longevity Pay.
   b. Health benefits
      - Effective January 1, 2009, SJTA partnered with the New Jersey Turnpike Authority in regards to its self-insured health benefits program that mirrors the State program.

4. Leave Policies: Holidays, Bereavement, and Administrative leave days
   - Holiday leave for employees provides a total of 13 days, but replaces Election Day with Christmas Eve; Effective August 1, 2008, the day after Thanksgiving became a contractual holiday.
   - Bereavement leave of three to five days which is not currently provided separately to State employees;
   - Administrative leave of 32 hours for Local 193 union employees, 36 hours for Local S-18 union employees, and three days for non-union employees and Local 196 union members.

5. Leave Policies: Vacation and Sick time
   a. Vacation
      - Based on years of continuous service, vacation days accrue as follows:
        - Less than one year = one day per month
        - One to seven years = 12 days
        - Eight to 10 years = 15 days
        - 11 to 15 years = 20 days
        - 16 to 19 years = 23 days
        - 20 to 22 years = 25 days
        - 25th year = 27 days
        - 26 to 28 years = 28 days
        - Over 28 years = 30 days
      - Depending on length of service, employees can cash in between five to 15 vacation days.
   b. Sick time
      - Depending on years of service and sick time used, employees can be eligible to cash in between five and 15 sick days.
      - An employee who retires and is immediately eligible to receive pension benefits under Public Employees Retirement System or Police and Fire Retirement System shall receive payment for unused sick leave up to a maximum of $17,500.

South Jersey Transportation Planning Organization

1. Host Department: South Jersey Transportation Authority
2. **Number of Employees**

- 2009: Nine employees
- 2008: Nine employees
- 2007: Eight employees
- 2006: 10 employees
- Reduction of one employee from 2006 to 2009.

**State Agriculture Development Committee**

1. **Host Department**: Department of Agriculture

2. **Number of Employees**

- 2009: 30 employees
- 2008: 30 employees
- 2007: 31 employees
- 2006: 31 employees
- Reduction of one employee from 2006 to 2009.

**State Economic Recovery Board of Camden**

1. **Host Department**: Economic Development Authority

2. **Number of Employees**

- Authority has no employees [See NJEDA]
- State Economic Recovery Board intends that its staff will be provided by the NJEDA per the Memorandum of Understanding between the two authorities.

**State Lottery Commission**

1. **Host Department**: Department of Treasury

   - Follows Treasury policies and guidelines.

2. **Number of Employees**

- 2009: 146 employees
- 2008: 143 employees
- 2007: 151 employees
- 2006: 174 employees
- Reduction of 28 employees from 2006 to 2009.
<table>
<thead>
<tr>
<th>Authorities</th>
<th>2009 # of employees</th>
<th>2006 # of employees</th>
<th>2009 Salary range &amp; Maximum salary</th>
<th>2006 Salary range &amp; Maximum salary</th>
<th>PERS</th>
<th>Health benefits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atlantic City Convention &amp; Visitors Authority</td>
<td>62</td>
<td>73</td>
<td>Max: $185,980 - 5 over $100K.</td>
<td>Max: $167,748 - 4 over $100K.</td>
<td>Yes.</td>
<td>Participates in NJ State Health Benefits Program for medical and provides dental &amp; prescription through self insured program &amp; vision through fully funded program.</td>
</tr>
<tr>
<td>Capital City Redevelopment Corporation</td>
<td>3</td>
<td>1</td>
<td>Max: $113,000; 1 at $60,500 and 1 at $35,000.</td>
<td>Max: $80,000 (proposed) - Secretary salary $33,000.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Casino Control Commission</td>
<td>287</td>
<td>353</td>
<td>Max: $141,000 - 9 above $100K.</td>
<td>Max: $125,000 - 13 above $100K, 13 b/w $90-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Casino Reinvestment Development Authority</td>
<td>33</td>
<td>29</td>
<td>Max: $145,874 - 4 above $100K, 5 b/w $80-100K.</td>
<td>Max: $137,500 - 6 above $100K, 5 b/w $80-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Council on Affordable Housing</td>
<td>23</td>
<td>21</td>
<td>Max: $114,929 - 2 above $100K.</td>
<td>Max: $92,363 - 1 at $92K, 10 b/w $60-91K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Garden State Preservation Trust</td>
<td>1</td>
<td>3</td>
<td>Max: $110,080.</td>
<td>Max: $98,000 - 1 at $98K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Higher Education Student Assistance Authority</td>
<td>180</td>
<td>236</td>
<td>Max: $123,600 - 6 over $100K; 34 b/w $80-100K.</td>
<td>Max: $120,000 - 3 over $100K; 25 b/w $80-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program. Prospектив unclassified hires to participate in ABP.</td>
</tr>
<tr>
<td>Highlands Water Protection &amp; Planning Council</td>
<td>23</td>
<td>18</td>
<td>Max: $121,000 - 3 above $100K, 10 b/w $61 - 99K.</td>
<td>Max: $119,340 - 5 above $100K, 10 b/w $61 - 99K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Legalized Games of Chance Control Commission</td>
<td>19</td>
<td>21</td>
<td>Max: $81,146 - 3 LGCCC employee b/w $75-85K.</td>
<td>Max: $122,400 - 1 LGCCC employee b/w $75-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Authorities</td>
<td>2009 # of employees</td>
<td>2006 # of employees</td>
<td>2009 Salary range &amp; Maximum salary</td>
<td>2006 Salary range &amp; Maximum salary</td>
<td>PERS</td>
<td>Health benefits</td>
</tr>
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<td>-------------</td>
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</tr>
<tr>
<td>NJ Building Authority</td>
<td>8</td>
<td>9</td>
<td>Max: $180,000; 2 above $100K; 3 b/w $80-98K.</td>
<td>Max: $105,987 - 7 of 9 employees range from $72 - 105K.</td>
<td>Yes.</td>
<td>State Health Benefits Program, except no annual eye exam reimbursement.</td>
</tr>
<tr>
<td>NJ Commerce Commission (formerly NJ Commerce, Economic Growth &amp; Tourism)¹</td>
<td>Abolished by legislation.</td>
<td>100</td>
<td>Max: $99,075. - 6 employees above $90K.</td>
<td>Max: $141,000 - 15 employees above $80K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Cultural Trust</td>
<td>Administrative Budget Abolished</td>
<td>4</td>
<td>N/A.</td>
<td>Max: $104,158.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
<tr>
<td>NJ Development Authority²</td>
<td>Abolished by legislation.</td>
<td>0 [See NJEDA].</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
<tr>
<td>NJ Economic Development Authority</td>
<td>190</td>
<td>134</td>
<td>Max: $186,600 - 27 above $100K, 34 b/w $80-100K.</td>
<td>Max: $155,000 - 13 above $100K, 16 b/w $80-100K.</td>
<td>Yes.</td>
<td>Participates in NJ State Health Benefits Program including Prescription Drug Program and short term insurance, but the EDA's vision, dental and long term disability for non-union employees.</td>
</tr>
<tr>
<td>NJ Educational Facilities Authority</td>
<td>17</td>
<td>17</td>
<td>Max: $140,000 - 6 above $100K.</td>
<td>Max: $123,000 - 3 above $113K, 7 b/w $73 - 100K.</td>
<td>Yes.</td>
<td>Participates in NJ State Health Benefits Program including Prescription Drug Program, but the EDA's vision and disability through separate programs.</td>
</tr>
<tr>
<td>NJ Election Law Enforcement Commission</td>
<td>65</td>
<td>74</td>
<td>Max: $130,168 - 2 above $100K, 25 b/w $60 - 99K.</td>
<td>Max: $122,801 - 12 unclassified, 2 above $100K, 15 b/w $60 - 99K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Environmental Infrastructure Trust</td>
<td>11</td>
<td>13</td>
<td>Max: $126,737 - 4 above $100K, 4 b/w $70-80K.</td>
<td>Max: $120,702 - 2 above $100K, 9 b/w $61-87K, 1 at $51K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>Authorities</td>
<td>2009 # of employees</td>
<td>2006 # of employees</td>
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</tr>
<tr>
<td>NJ Health Care Facilities Financing Authority</td>
<td>26</td>
<td>26</td>
<td>Max: $136,355 - 4 above $100K.</td>
<td>Max: $125,000 - 4 above $99K.</td>
<td></td>
<td>Participates in NJ State Health Benefits Program including Prescription Drug Program, but the EDA's dental and has a self funded vision program.</td>
</tr>
<tr>
<td>NJ Housing and Mortgage Finance Agency</td>
<td>291</td>
<td>243</td>
<td>Max: $139,812 - 15 above $100K.</td>
<td>Max: $110,650 - 6 above $100K, 11 b/w $90-100K.</td>
<td></td>
<td>Participates in State Health Benefits Program for medical only. Requests bids for prescription and dental coverage and has self insured vision program. A change to, projected for 2009, to the prescription plan will deploy a three tier system in line with the state.</td>
</tr>
<tr>
<td>NJ Meadowlands Commission</td>
<td>125</td>
<td>119</td>
<td>Max: $164,704 - 13 above $100K.</td>
<td>Max: $150,000 - 7 above $100K, 8 b/w $90-100K.</td>
<td></td>
<td>Participates in NJ State Health Benefits Program. However, self insured eye care coverage is only available if employee's specific SHBP medical program does not cover eye exams. In the event that an employee's program does cover some of the costs, this program will only cover some of the eyeglass/contact lens costs. Employees now required to contribute toward insurance premiums.</td>
</tr>
<tr>
<td>NJ Motor Vehicle Commission</td>
<td>2,614</td>
<td>2,933</td>
<td>Max: $140,538 - 34 above $100K.</td>
<td>Max: $136,445 - 5 above $100K, 22 b/w $90-100K, 45 b/w $80-90K.</td>
<td></td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Public Broadcasting Authority</td>
<td>132</td>
<td>158</td>
<td>Max: $129,838; 12 above $100K; 7 b/w $90-100K; 72 b/w $70-90K.</td>
<td>Max: $121,751; 8 above $100K; 5 b/w $90-100K; 42 b/w $70-90K.</td>
<td></td>
<td>State Health Benefits Program.</td>
</tr>
</tbody>
</table>
## 2009 Authority Personnel Information

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>NJ Racing Commission</td>
<td>63</td>
<td>136</td>
<td>Max: $120,651 - 5 above $100,000; 22 b/w $75-100K.</td>
<td>Max: $110,589 - 3 above $100,000; 15 b/w $75-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Redevelopment Authority</td>
<td>13</td>
<td>16</td>
<td>Max: $105,000 - 1 at $105K, 8 b/w $50-100K.</td>
<td>Max: $105,000 - 1 at $105K, 10 b/w $50-75K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Schools Development Authority (formerly NJ Schools Construction Corp.)</td>
<td>331</td>
<td>245</td>
<td>Max: $195,000 - 7 over $150K, 44 b/w $100-150K.</td>
<td>Max: $195,000 - 5 over $150K, 25 b/w $100-150, 71 b/w $75-100K.</td>
<td>Yes.</td>
<td>Participates in the NJ State Health Benefits Program, including prescription drug program and short term insurance. However, it participates in SDA's vision, dental and long term disability programs.</td>
</tr>
<tr>
<td>NJ Sports &amp; Exposition Authority</td>
<td>189</td>
<td>210</td>
<td>Max: $250,000 - 29 b/w $100-200K, 21 b/w $75-100K.</td>
<td>Max: $195,000 - 31 b/w $100-200, 21 b/w $75-100K.</td>
<td>Yes.</td>
<td>Health insurance benefits provided by Blue Cross Blue Shield of NJ; Delta Dental of NJ for dental insurance benefits.</td>
</tr>
<tr>
<td>NJ State Ethics Commission</td>
<td>12</td>
<td>13</td>
<td>Max: $134,200 - 3 above $100K.</td>
<td>Max: $122,800 - 4 above $91K, remaining 9 below $63K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ State House Commission</td>
<td>1 part time secretary.</td>
<td>1 part time secretary.</td>
<td>1 part time secretary who serves without compensation.</td>
<td>1 part time secretary is paid $5,000.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ State Museum Board</td>
<td>27</td>
<td>26</td>
<td>Max: $130,000 - 8 b/w $75-100K.</td>
<td>Max: $83,966 - 2 above $75K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Transit</td>
<td>11,838</td>
<td>~13,000</td>
<td>Max: $261,000 and 263 above $100K [non-agreement personnel].</td>
<td>Max: $288,915 and 161 b/w $100-200K [non-agreement personnel].</td>
<td>See appendices.</td>
<td>Different from State benefits, coverage depend on whether categorized as agreement or nonagreement employee; See appendices.</td>
</tr>
<tr>
<td>NJ Transportation Trust Fund</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
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<tr>
<td>NJ Turnpike Authority</td>
<td>2,281</td>
<td>2,508</td>
<td>Max: $163,784 - 103 over $100K.</td>
<td>Max: $155,401 - 55 over $100K, 157 b/w 75-100K.</td>
<td>Yes</td>
<td>Does not participate in SHBP. Administers self funded medical, pharmacy and dental plans in accordance with applicable collective bargaining agreement provisions and policy; key plan provisions substantially mirror SHBP.</td>
</tr>
<tr>
<td>NJ Urban Enterprise Zone³</td>
<td>17</td>
<td>12</td>
<td>Max: $84,645 - 4 above $70K.</td>
<td>Max: $80,293 - 12 employees including 2 above $70K and 4 b/w $50 - 70K.</td>
<td>Yes</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>NJ Water Supply Authority</td>
<td>121</td>
<td>128</td>
<td>Max: $121,900 - 4 above $100K, 11 b/w $75-100K.</td>
<td>Max: $115,000 - 4 above $100K, 8 b/w $75-100K.</td>
<td>Yes</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>North Jersey District Water Supply Commission</td>
<td>167</td>
<td>170</td>
<td>Max: $212,688 - 2 above $150K; 11 b/w $100-150K; 26 b/w $75-100K.</td>
<td>Max: $185,864 - 1 above $150K; 7 b/w $100-150K; 9 b/w $75-100K.</td>
<td>Yes</td>
<td>Horizon health plan and Delta for dental. Prescription coverage is with Garden State Pharmacy Owners Prescription Services Corp.</td>
</tr>
<tr>
<td>North Jersey Transportation Planning Authority</td>
<td>50</td>
<td>39</td>
<td>Max: $168,219 - 10 above $100K.</td>
<td>Max: $142,205 - 3 above $100K, 5 b/w $75-100K.</td>
<td></td>
<td>3 staff members employed by NJTPA prior to affiliation with NJIT in 1993 were in PERS and have remained in system. All staff members hired post 1993 contribute to TIAA-CREF, a 401(k) retirement system. State Health Benefits Program. Also Vision Care reimbursement program is available to NJTPA employees and their eligible dependents. The employee and/or their dependent are eligible to receive one lenses or one examination reimbursement during each 24-month period beginning July 1st. The reimbursement is $35 for an eye exam, and $35 for single vision lenses or contacts and $40 for progressive lenses.</td>
</tr>
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<tbody>
<tr>
<td>Passaic Valley Sewerage Commissioners</td>
<td>588</td>
<td>680</td>
<td>Max: $303,967 - 4 above $200K, 80 b/w $100-$200K.</td>
<td>Max: $235,361 - 1 above $200K, 55 b/w $100-$200K, 74 b/w $80-$100K.</td>
<td>Yes.</td>
<td>Participates in NJ State Health Benefits Program. Also provided dental, optical, chiropractic and prescription drug coverage, that is run by union. Also PVSC at its cost makes available once a year tetanus and hepatitis B inoculations.</td>
</tr>
<tr>
<td>Pinelands Commission</td>
<td>57</td>
<td>62</td>
<td>Max: $144,434 - 8 above $100K, 9 b/w $75-$100K.</td>
<td>Max: $112,350 - 2 above $100K, 9 b/w $75-$100K.</td>
<td>Yes.</td>
<td>Participates in the State Health Benefits Program for medical; Commission offers a voluntary dental plan wherein employees are responsible for 50% of the premium.</td>
</tr>
<tr>
<td>South Jersey Port Corporation</td>
<td>145</td>
<td>133</td>
<td>Max: $155,158 - 4 above $100K; 7 b/w $75-$100K.</td>
<td>Max: $144,786 - 2 above $100K; 6 b/w $75-$100K.</td>
<td>Yes.</td>
<td>Employees hired prior to 12/31/90, Port Corp's group health ins. (major medical/dental care) is provided at no cost. Prescription plan requires $5 co-pay for generic and $10 co-pay for brand name. Employees hired b/w 12/31/90 and 11/30/00, same coverage except as modified: all med claims subject to deductible and co-insurance provision, etc. Employees hired after 11/30/00 same coverage, but must contribute $25 each week. See appendices.</td>
</tr>
<tr>
<td>South Jersey Transportation Authority</td>
<td>507</td>
<td>525</td>
<td>Max: $156,133 - 11 over $100K.</td>
<td>Max: $148,614 - 9 over $100K.</td>
<td>Yes.</td>
<td>Effective January 1, 2009, SJTA partnered with the NJ Turnpike Authority for self insured health benefits.</td>
</tr>
<tr>
<td>South Jersey Transportation Planning Organization</td>
<td>9</td>
<td>10</td>
<td>Max: $101,649.</td>
<td>Max: $84,986 - 1 over $75,000.</td>
<td>Yes.</td>
<td>See appendices.</td>
</tr>
</tbody>
</table>
## 2009 Authority Personnel Information

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<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>State Agriculture Development Committee</td>
<td>30</td>
<td>31</td>
<td>Max; $124,161 - 3 above $100K; 14 b/w $75-100K.</td>
<td>Max; $112,000 - 1 above $110K; 8 b/w $75-110K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
<tr>
<td>State Economic Recovery Board for Camden</td>
<td>0 [See NJEDA].</td>
<td>0 [See NJEDA].</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
<tr>
<td>State Lottery Commission</td>
<td>146</td>
<td>174</td>
<td>Max: $116,147 - 3 above $100K, 18 b/w $75-100K.</td>
<td>Max: $117,300 - 2 above $100K, 11 b/w $75-100K.</td>
<td>Yes.</td>
<td>State Health Benefits Program.</td>
</tr>
</tbody>
</table>

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1. Pursuant to N.J.S.A. 34:1B-212, effective July 2008, the Commerce Commission was abolished and its functions, powers and duties were transferred to various state agencies.

2. As of July 2008, pursuant to legislation, the NJ Development Authority was consolidated into the NJ Economic Development Authority and therefore no longer exists.

3. Pursuant to legislation, the powers and duties of the Urban Enterprise Authority and the Office of Urban Enterprise Authority were transferred to the Department of Community Affairs. As such, UEZ employees are covered by state salary and benefits programs as well as being subject to the DCA policies and procedures.
## 2009 Vehicles, Travel & Entertainment and Cellular Phone Information

<table>
<thead>
<tr>
<th>Authorities</th>
<th>Vehicles</th>
<th>Travel / Entertainment</th>
<th>Cellular phones</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atlantic City Convention &amp; Visitors Authority</td>
<td>Not assigned any state vehicles.</td>
<td>Mileage reimbursed at the federal rate; meal policy including alcoholic beverage allowance; If employee only: $60 a day for meals ($75 if in high cost city); If employee is with clients: $50 per person for lunch ($65 if high cost city) and $100 per person for dinner ($125 if high cost city). No dollar limit on hotel lodging, but must be actual and reasonable. See appendices.</td>
<td>Cellular phones and telephone calling cards issued to those who travel frequently.</td>
</tr>
<tr>
<td>Capital City Redevelopment Corporation</td>
<td>Not assigned any state vehicles.</td>
<td>Follows Treasury regulations.</td>
<td>No cellular phone reimbursement.</td>
</tr>
<tr>
<td>Casino Control Commission</td>
<td>5 vehicles including 4 pool cars.</td>
<td>Follows Circular Letters 08-19OMB for travel and 06-14OMB for entertainment.</td>
<td>Follows Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>Casino Reinvestment Development Authority</td>
<td>2 vehicles owned by CRDA and assigned to Exec Dir and COO.</td>
<td>Employees reimbursed business use of personal vehicles at the federal rate; See appendices.</td>
<td>Employees are reimbursed for personal cellular phone usage for business calls at the additional minute rate charged by employee's cellular phone plan. Copies of bills are required.</td>
</tr>
<tr>
<td>Council on Affordable Housing</td>
<td>Not assigned any State vehicles.</td>
<td>Follows Circular Letter 06-02OMB.</td>
<td>Follows Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>Higher Education Student Assistance Authority</td>
<td>8 HESAA owned vehicles - 4 assigned to individuals and 4 are pool cars; HESAA has 2 State mail transport vans; See appendices.</td>
<td>Follows Treasury Circular Letter 08-190MB.</td>
<td>Follows Internal Policy entitled &quot;Cellular Phone and Blackberry Policies and Procedures.&quot; Employees using home phones for business may request reimbursement less federal communications tax.</td>
</tr>
<tr>
<td>Highlands Water Protection &amp; Planning Council</td>
<td>2 (that were requisitioned by DEP).</td>
<td>Follows Circular Letters.</td>
<td>Follows Treasury regulations and Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>Authorities</td>
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<td>Travel / Entertainment</td>
<td>Cellular phones</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
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</tr>
<tr>
<td>Legalized Games of Chance Control Commission</td>
<td>7 vehicles (assigned to investigators).</td>
<td>Follows State and departmental policies and procedures.</td>
<td>Follows State and departmental policies including SOP no 5-2003 &quot;Cellular Telephones&quot; and SOP no. 3-03 &quot;Use of Personal Cellular Phones: Reimbursement.&quot;</td>
</tr>
<tr>
<td>NJ Building Authority</td>
<td>5 cars assigned (2 pool cars).</td>
<td>Follows Treasury regulations.</td>
<td>Follows Treasury regulations.</td>
</tr>
<tr>
<td>NJ Commerce Commission</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>NJ Cultural Trust</td>
<td>Not assigned any State vehicles.</td>
<td>Follows Dept of State policy including Gov. Codey travel policy (11/29/04) and uses Treasury Travel Expense Invoice.</td>
<td>Follows Dept of State Policy #06.</td>
</tr>
<tr>
<td>NJ Development Authority</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>NJ Economic Development Authority</td>
<td>4 vehicles. [Vehicle allotment under review with potential for return of 2 vehicles to the state motor pool].</td>
<td>EDA policy - Meal reimbursement is $6 breakfast, $10 lunch, and $20 dinner; follow IRS rate for mileage reimbursement; See appendices.</td>
<td>EDA policy no. 820 - Mobile phone policy. Employees are reimbursed for using personal cellular for business purposes.</td>
</tr>
<tr>
<td>NJ Educational Facilities Authority</td>
<td>2 Authority owned - See appendices.</td>
<td>In house policy mirrors State policies.</td>
<td>In house policy - reimburse employees for business calls on personal cellular phones.</td>
</tr>
<tr>
<td>NJ Election Law Enforcement Commission</td>
<td>Not assigned any State vehicles.</td>
<td>Follows Circular Letter 06-02OMB.</td>
<td>Follows Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>NJ Environmental Infrastructure Trust</td>
<td>2 cars assigned - Exec Dir and a pool car.</td>
<td>In house policy no. 1.16. Follows IRS rate for mileage reimbursement.</td>
<td>Follows DEP policy no. 1.12.</td>
</tr>
<tr>
<td>NJ Health Care Facilities Financing Authority</td>
<td>5 hybrids are owned. Four assigned to individuals and one is a pool car; but all may be used by any employee for authority business.</td>
<td>Follows IRS rate for mileage reimbursement and Circular Letter 01-02OMB</td>
<td>May be reimbursed with proper documentation. Will not reimburse for purchases of or monthly service charges for personal phones. However, the authority does pay a monthly data plan fee for Exec. Dir. to access email through cell phone.</td>
</tr>
<tr>
<td><strong>Authorities</strong></td>
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<td><strong>Cellular phones</strong></td>
</tr>
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</tr>
<tr>
<td>NJ Housing and Mortgage Finance Agency</td>
<td>31 vehicles</td>
<td>Professional unit employees (in accordance with Collective Bargaining Agreement and Circular Letter 01-02OMB) are reimbursed $.31 mile. In house policy with mileage reimbursement(non-contractual employees) at $.36/mile [non-contractual employees make up 20% of entire staff]; and also $45/day for meals, but $60 if in high cost city. Lodging is paid by authority or reimbursed if authorized in advance.</td>
<td>Employees are to reimburse HMFA for personal and nonessential business calls; personal cellular phones may be used with the approval of the Exec Dir - reimbursement is allowed for out of pocket expenses.</td>
</tr>
<tr>
<td>NJ Meadowlands Commission</td>
<td>25 vehicles</td>
<td>Follows State policy including Gov. Codey travel policy (11/29/04); Employees also subject to $50 reimbursement maximum for mileage; follows Circular Letter 06-02OMB for meal reimbursement.</td>
<td>Follows State policy.</td>
</tr>
<tr>
<td>NJ Motor Vehicle Commission</td>
<td>313 vehicles and 50 motorcycles.</td>
<td>MVC is in the process of developing an employee handbook and policies and procedures. In the interim, it uses Circular Letters and NJ Administrative Code for finance and human resource rules and regulations as to benefits and reimbursements.</td>
<td>MVC is in the process of developing an employee handbook and policies and procedures. In the interim, it uses Circular Letters and NJ Administrative Code for finance and human resource rules and regulations as to benefits and reimbursements.</td>
</tr>
<tr>
<td>NJ Public Broadcasting Authority</td>
<td>25 + 1 news van which is not a State vehicle.</td>
<td>Follows Circular Letters.</td>
<td>Follows Circular Letters 04-06OIT and NJPBA issued cell phone policy .</td>
</tr>
<tr>
<td>NJ Redevelopment Authority</td>
<td>2 cars assigned: Exec Dir and Director Bus Development.</td>
<td>Meal allowance: $6 breakfast, $15 lunch, $25 dinner, $10 refreshments. If all day event, employee may underutilize or exceed singular limit and may be reimbursed up to max of $56 per day. Mileage reimbursement at rate determined by Exec Director ($.505/mile). See appendices.</td>
<td>Employees are reimbursed for business use. Calls reimbursed based on percentage of total minutes incurred for the month and/or percentage of monthly service fee, depending on applicable reimbursement cost.</td>
</tr>
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</tr>
<tr>
<td>NJ Schools Development Authority</td>
<td>19 vehicles, 11 of which are assigned to individuals, 6 are pool vehicles &amp; 2 are used for mail runs/messenger services.</td>
<td>Mileage reimbursement is at IRS rate effective March 2008.</td>
<td>Cell phones equipment assigned based on business needs; personal use in excess of $5 requires reimbursement.</td>
</tr>
<tr>
<td>NJ Sports &amp; Exposition Authority</td>
<td>326 vehicles and vehicle eqpt, i.e. trailers, etc.</td>
<td>NJSEA will pay for all reasonable and necessary expenses for all authorized and approved travel and business costs that are consistent with meeting the business needs of NJSEA.</td>
<td>Cell phone to be used for business purposes and employee is required to reimburse authority for personal calls.</td>
</tr>
<tr>
<td>NJ State Museum Board</td>
<td>1 box truck.</td>
<td>Follows Circular Letter 06-02OMB.</td>
<td>Follows Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>NJ Transit</td>
<td>961 total vehicles, with 276 sedans, 449 pick-ups/vans, 140 heavy duty trucks and 96 police vehicles.</td>
<td>Reimbursement for personal auto use for business will be at prevailing IRS approved rate.¹ Employees may either receive per diem payments or reimbursement of actual costs for meals for the duration of the trip. Employee also entitled to be reimbursed without receipts the following: breakfast $10, $15 lunch, and $31 dinner (for overnight travel); See appendices.</td>
<td>Employee may use company supplied cellular phone to make personal calls, but is required to reimburse NJT for any overage due to his personal use that costs more than $5. Reimbursement shall be made in full amount of such overage at the per minute rate.</td>
</tr>
<tr>
<td>NJ Transportation Trust Fund</td>
<td>Not assigned any State vehicles.</td>
<td>Employees required to follow State rules and Circular Letters (since support staff are DOT, Treasury or DOL employees).</td>
<td>Employees required to follow State rules and Circular Letters (since support staff are DOT, Treasury or DOL employees).</td>
</tr>
<tr>
<td>NJ Turnpike Authority</td>
<td>394 assigned vehicles - 125 sedans/station wagons, 18 SUVs, 146 pickups, 105 cargo vans and other utility vehicles.</td>
<td>Reimbursed mileage expenses are included on electronic timesheets and not included in W-2. Vehicle usage is included as compensation and is subject to State, federal and social security taxes on a quarterly basis. Follows IRS mileage reimbursement rate.¹ See appendices.</td>
<td>State issued cellular phones for business purposes. Employees to reimburse for personal use in excess of $5. No reimbursement for business use of personal cellular phones.</td>
</tr>
<tr>
<td>Authorities</td>
<td>Vehicles</td>
<td>Travel / Entertainment</td>
<td>Cellular phones</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>-----------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>NJ Water Supply Authority</td>
<td>66 total vehicles; 5 pool cars and 4 assigned.</td>
<td>Revised travel policy dated 1/07 conforms to State's per diem reimbursement schedule.</td>
<td>In house policy no 1.71 dated July 21, 2008. State phones only for business calls and no reimbursement for personal cellular phone usage.</td>
</tr>
<tr>
<td>North Jersey District Water Supply Commission</td>
<td>Approximately 100 passenger vehicles.</td>
<td>In house policy titled &quot;Travel, Lodging and Related Business Expenses&quot; dated April 15, 2007. Receipts required for all payments over $10.</td>
<td>State issued cellular phones and to be used for only business purposes. Employees must reimburse for personal calls. No reimbursement to employees for business use of personal cellular phones.</td>
</tr>
<tr>
<td>North Jersey Transportation Planning Authority</td>
<td>2 pool vehicles.</td>
<td>Follows State policies regarding mileage and lodging reimbursement. Exempt employees are not eligible for overtime, but if they are required to stay more than 2½ hours beyond regular business hours, they can receive a maximum of $7.50 per meal. Non-exempt or aligned employees who work overtime do not receive a meal allowance.</td>
<td>Provides cellular phones for key staff for business use and must be reimbursed for personal calls. No reimbursement for business use of personal cellular phone.</td>
</tr>
<tr>
<td>Passaic Valley Sewerage Commissioners</td>
<td>PVSC has 276 vehicles. Vehicles are assigned to personnel in various departments including administration/executive, engineering, operations, maintenance, security, river clean-up, industrial and pollution, and special services. Per contract, one vehicle assigned to Executive Director for use without restriction.</td>
<td>Reimburse costs for official lunch/dinner. Meal allowance for overtime: $5 breakfast, $7.50 lunch, $15 dinner. Follows the IRS mileage reimbursement rate.</td>
<td>Employees prohibited from carrying or using personal cellular phones on PVSC premises; PVSC cell phones used only for PVCS business.</td>
</tr>
<tr>
<td>Pinelands Commission</td>
<td>7 vehicles owned by authority, 1 assigned to Executive Director.</td>
<td>Follows Circular Letters.</td>
<td>Follows Circular Letter 04-06OIT.</td>
</tr>
<tr>
<td>Authorities</td>
<td>Vehicles</td>
<td>Travel / Entertainment</td>
<td>Cellular phones</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>--------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>South Jersey Port Corporation</td>
<td>203 vehicles, including 20 passenger vehicles.</td>
<td>Employees not authorized to use personal vehicles for company business except with specific authorization and then will be provided a cash allowance for reimbursement in the form of a reasonable mileage allowance. Allowance rate is set by SJPC and follows the federal rate.¹</td>
<td>Employees issued mobile phone and/or pager and must be used for only business purposes. The use of personally owned communication devices is prohibited during work hours and in work areas. However, employees may make personal phone calls on personally owned mobile phone from non-work areas and during official breaks in work.</td>
</tr>
<tr>
<td>South Jersey Transportation Authority</td>
<td>345 vehicles and equipment, including 16 assigned passenger vehicles.</td>
<td>In house policy and uses IRS rate for mileage reimbursement.¹</td>
<td>Authority has adopted a telephone policy that limits use of cellular phones, landlines and other equipment to official business only, with the exception of necessary personal calls.</td>
</tr>
<tr>
<td>South Jersey Transportation Planning Organization</td>
<td>See SJTA.</td>
<td>See SJTA.</td>
<td>See SJTA.</td>
</tr>
<tr>
<td>State Agriculture Development Committee</td>
<td>2 pool vehicles.</td>
<td>Follows all Dept of Agriculture regulations.</td>
<td>Follows all Dept of Agriculture regulations.</td>
</tr>
<tr>
<td>State Economic Recovery Board for Camden</td>
<td>0 [See NJEDA].</td>
<td>See NJEDA.</td>
<td>See NJEDA.</td>
</tr>
<tr>
<td>State Lottery Commission</td>
<td>27 vehicles.</td>
<td>Follows all Treasury regulations.</td>
<td>Follows all Treasury regulations.</td>
</tr>
</tbody>
</table>

¹Current 2009 IRS mileage reimbursement rate is $.55 per mile and the state rate is $.31 per mile.
²Pursuant to N.J.S.A. 34:1B-212, effective July 2008, the Commerce Commission was abolished and its functions and powers were transferred to various state agencies.
³As of July 2008, pursuant to legislation, the NJ Development Authority was consolidated into the NJ Economic Development Authority and therefore no longer exists.
<table>
<thead>
<tr>
<th>Authorities</th>
<th>Executive Director and/or highest paid (start date)</th>
<th>Salary</th>
<th>Administrative ass’t or comparable position (start date)</th>
<th>Salary</th>
<th>Salary Range for Full Time Authority Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>Atlantic City Convention &amp; Visitors Authority</td>
<td>President (4/02)</td>
<td>$185,980</td>
<td>Sr Staff Ass’t, Marketing (9/94)</td>
<td>$45,734</td>
<td>$30,004 - $185,980</td>
</tr>
<tr>
<td>Capital City Redevelopment Corporation</td>
<td>Executive Director (11/07)</td>
<td>$113,000</td>
<td>Confidential Ass’t (3/3/09)</td>
<td>$35,000</td>
<td>$35,000 - $113,000</td>
</tr>
<tr>
<td>Casino Control Commission</td>
<td>Chair (11/12/02)</td>
<td>$141,000</td>
<td>Exec Secretarial Ass’t (2/6/84)</td>
<td>$72,086</td>
<td>$25,423 - $141,000</td>
</tr>
<tr>
<td>Casino Reinvestment Development Authority</td>
<td>Executive Director (10/05)</td>
<td>$145,874</td>
<td>Exec Ass’t (10/05)</td>
<td>$54,636</td>
<td>$26,000 - $145,874</td>
</tr>
<tr>
<td>Council on Affordable Housing</td>
<td>Executive Director (10/23/03)</td>
<td>$114,929</td>
<td>Exec Ass’t 2 (3/17/86)</td>
<td>$92,995</td>
<td>$42,283 - $114,929</td>
</tr>
<tr>
<td>Garden State Preservation Trust</td>
<td>Executive Director (1/5/04)</td>
<td>$110,080</td>
<td>No add’l staff</td>
<td>N/A.</td>
<td>$110,080</td>
</tr>
<tr>
<td>Higher Education Student Assistance Authority</td>
<td>Executive Director (1/23/02)</td>
<td>$123,600</td>
<td>Exec Secretarial Ass’t (4/4/81)</td>
<td>$72,686</td>
<td>$28,548 - $123,600</td>
</tr>
<tr>
<td>Highlands Water Protection &amp; Planning Council</td>
<td>Executive Director (4/2009)</td>
<td>$121,000</td>
<td>Admin. Ass. 11/05</td>
<td>$55,356</td>
<td>$51,175 - $121,000</td>
</tr>
<tr>
<td>Legalized Games of Chance Control Commission</td>
<td>Acting Dir. Of Div of Consumer Affairs (is a DCA employee and not a per se LGCCC employee (9/7/05)</td>
<td>$81,146</td>
<td>Clerk typist (6/28/04)</td>
<td>$29,738</td>
<td>$29,738 - $81,146</td>
</tr>
<tr>
<td>NJ Building Authority</td>
<td>Executive Director (3/95)</td>
<td>$180,000</td>
<td>Admin Ass’t (5/04)</td>
<td>$59,522</td>
<td>$59,522 - $180,000</td>
</tr>
<tr>
<td>NJ Commerce Commission²</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>Administrative Budget Abolished</td>
</tr>
<tr>
<td>NJ Cultural Trust</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>Administrative Budget Abolished</td>
</tr>
<tr>
<td>NJ Development Authority³</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td></td>
</tr>
<tr>
<td>NJ Economic Development Authority</td>
<td>CEO (3/91)</td>
<td>$186,600</td>
<td>Exec Ass’t (8/94)</td>
<td>$59,976</td>
<td>$29,000 - $186,600</td>
</tr>
<tr>
<td>NJ Educational Facilities Authority</td>
<td>Executive Director (10/02)</td>
<td>$140,000</td>
<td>Exec Ass’t (5/8/00)</td>
<td>$55,000</td>
<td>$35,500 - $140,000</td>
</tr>
<tr>
<td>NJ Election Law Enforcement Commission</td>
<td>Executive Director (7/84)</td>
<td>$130,168</td>
<td>Admin Ass’t (10/94)</td>
<td>$68,255</td>
<td>$26,216 - $130,168</td>
</tr>
<tr>
<td>Authorities</td>
<td>Executive Director and/or highest paid (start date)</td>
<td>Salary</td>
<td>Administrative ass't or comparable position (start date)</td>
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<td>-----------------------------------------</td>
<td>----------------------------------------------------</td>
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<td>-----------------------------------------------------------</td>
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<td>-----------------------------------------------</td>
</tr>
<tr>
<td>NJ Environmental Infrastructure Trust</td>
<td>Executive Director (5/03)</td>
<td>$126,737</td>
<td>Secretarial Ass't 3 (10/98)</td>
<td>$50,336</td>
<td>$50,336 - $126,737</td>
</tr>
<tr>
<td>NJ Health Care Facilities Financing Authority</td>
<td>Executive Director (8/04)</td>
<td>$136,355</td>
<td>Exec Ass't to Exec Dir (2/99)</td>
<td>$60,790</td>
<td>$34,000 - $136,355.</td>
</tr>
<tr>
<td>NJ Housing and Mortgage Finance Agency</td>
<td>Executive Director (4/04)</td>
<td>$139,812</td>
<td>Exec Ass't (12/85)</td>
<td>$64,620</td>
<td>$31,198 - $139,812</td>
</tr>
<tr>
<td>NJ Meadowlands Commission</td>
<td>Executive Director (6/81)</td>
<td>$164,704</td>
<td>Exec Ass't (2/87)</td>
<td>$75,203</td>
<td>$32,960 - $164,704</td>
</tr>
<tr>
<td>NJ Motor Vehicle Commission</td>
<td>Acitng Chief Admin (3/04)</td>
<td>$140,538</td>
<td>Personnel Ass't (11/88)</td>
<td>$62,585</td>
<td>$26,519 - $140,538</td>
</tr>
<tr>
<td>NJ Public Broadcasting Authority</td>
<td>Temp. Acting Executive Director (10/79)</td>
<td>$117,034</td>
<td>Exec Ass't 2 (8/87)</td>
<td>$96,188</td>
<td>$39,785 - $117,034</td>
</tr>
<tr>
<td>NJ Racing Commission</td>
<td>Executive Director (7/78)</td>
<td>$115,452</td>
<td>Exec Ass't (8/7/78)</td>
<td>$110,787</td>
<td>$33,076 - $120,651</td>
</tr>
<tr>
<td>NJ Redevelopment Authority</td>
<td>Executive Director (3/97)</td>
<td>$105,000</td>
<td>Exec Ass't (4/97)</td>
<td>$61,062</td>
<td>$37,515 - $105,000</td>
</tr>
<tr>
<td>NJ Schools Development Authority</td>
<td>Chief Executive Officer (12/08)</td>
<td>$195,000</td>
<td>Executive Coordinator (2/02)</td>
<td>$70,500</td>
<td>$31,500 - $195,000</td>
</tr>
<tr>
<td>NJ Sports &amp; Exposition Authority</td>
<td>President &amp; CEO (3/22/02)</td>
<td>$260,000</td>
<td>Executive Office Manager (2/8/93)</td>
<td>$60,659</td>
<td>$24,000 - $260,000</td>
</tr>
<tr>
<td>NJ State Ethics Commission</td>
<td>Executive Director (5/98/88)</td>
<td>$134,200</td>
<td>Administrative Ass't 1 (6/2/90)</td>
<td>$73,625</td>
<td>$29,796 - $134,200</td>
</tr>
<tr>
<td>NJ State Museum Board</td>
<td>Executive Director (11/08)</td>
<td>$130,000</td>
<td>Exec Ass't 3 (5/18/87)</td>
<td>$83,580</td>
<td>$29,589 - $130,000</td>
</tr>
<tr>
<td>NJ Transit</td>
<td>Executive Director (3/07)</td>
<td>$261,000</td>
<td>Executive Secretary (4/15/95)</td>
<td>$39,885</td>
<td>$27,601 - $261,000</td>
</tr>
<tr>
<td>NJ Transportation Trust Fund</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
<tr>
<td>NJ Turnpike Authority</td>
<td>Executive Director (11/13/89)</td>
<td>$163,784</td>
<td>Admin Ass't (6/7/93)</td>
<td>$82,000</td>
<td>$28,562 - $163,784</td>
</tr>
<tr>
<td>NJ Urban Enterprise Zone</td>
<td>Director (2/18/75)</td>
<td>$84,645</td>
<td>Administrative Ass't</td>
<td>$57,619</td>
<td>$37,014 - $84,645</td>
</tr>
<tr>
<td>NJ Water Supply Authority</td>
<td>Executive Director (3/03)</td>
<td>$121,900</td>
<td>Executive Secretary (5/85)</td>
<td>$69,393</td>
<td>$32,296 - $121,900</td>
</tr>
</tbody>
</table>
### 2009 Authority Salary Review

<table>
<thead>
<tr>
<th>Authorities</th>
<th>Executive Director and/or highest paid (start date)</th>
<th>Salary</th>
<th>Administrative ass’t or comparable position (start date)</th>
<th>Salary</th>
<th>Salary Range for Full Time Authority Personnel</th>
</tr>
</thead>
<tbody>
<tr>
<td>North Jersey District Water Supply Commission</td>
<td>Executive Director (7/78)</td>
<td>$212,688</td>
<td>Exec Ass’t to Exec Dir (1/83)</td>
<td>$96,232</td>
<td>$37,652 - $212,688</td>
</tr>
<tr>
<td>North Jersey Transportation Planning Authority</td>
<td>Executive Director (2/13/08)</td>
<td>$168,219</td>
<td>Adm Assistant (7/12/90)</td>
<td>$60,863</td>
<td>$42,000 - $168,219</td>
</tr>
<tr>
<td>Passaic Valley Sewerage Commissioners</td>
<td>Executive Director (3/04)</td>
<td>$303,967</td>
<td>Exec Secretary (8/04)</td>
<td>$70,676</td>
<td>$28,463 - $303,967</td>
</tr>
<tr>
<td>Pinelands Commission</td>
<td>Executive Director (3/3/80)</td>
<td>$144,434</td>
<td>Secretary to Executive Director (12/4/89)</td>
<td>$58,137</td>
<td>$29,503 - $144,434</td>
</tr>
<tr>
<td>South Jersey Port Corporation</td>
<td>Executive Director &amp; CEO (8/22/51)</td>
<td>$155,158</td>
<td>Adm. Secretary (9/9/76)</td>
<td>$53,240</td>
<td>$29,343 - $155,158</td>
</tr>
<tr>
<td>South Jersey Transportation Authority</td>
<td>Executive Director (7/21/03)</td>
<td>$156,133</td>
<td>Support Specialist 2 (8/28/01)</td>
<td>$45,692</td>
<td>$27,040 - $156,133</td>
</tr>
<tr>
<td>South Jersey Transportation Planning Organization</td>
<td>Executive Director (8/14/93)</td>
<td>$101,649</td>
<td>Office Ass’t (1/22/01)</td>
<td>$34,194</td>
<td>$34,194 - $101,649</td>
</tr>
<tr>
<td>State Agriculture Development Committee</td>
<td>Executive Director (1/3/05)</td>
<td>$124,161</td>
<td>Secretarial Assistant 1 (11/3/90)</td>
<td>$63,279</td>
<td>$38,404 - $124,161</td>
</tr>
<tr>
<td>State Economic Recovery Board for Camden</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
<td>N/A.</td>
</tr>
<tr>
<td>State Lottery Commission</td>
<td>Deputy Executive Director (3/27/78)</td>
<td>$116,147</td>
<td>Executive Assistant 2 (7/1/94)</td>
<td>$83,415</td>
<td>$33,407 - $116,147</td>
</tr>
</tbody>
</table>

1 Salaries listed herein reflect across the board increases, civil service increases and/or union adjustments.

2 Pursuant to N.J.S.A. 34:1B-212, effective July 2008, the Commerce Commission was abolished and its functions were transferred to various state agencies.

3 As of July 2008, pursuant to legislation, the Development Authority was consolidated into the Economic Development Authority and therefore no longer exists.

4 As of this report, OIG has been informed that the Executive Director of PVSC's salary has been increased to approximately $313,000.