

City Clerk File No. Ord. 18-025

Agenda No. 3.A 1st Reading

Agenda No. 4.A 2nd Reading & Final Passage



## ORDINANCE OF JERSEY CITY, N.J.

COUNCIL AS A WHOLE  
offered and moved adoption of the following ordinance:

CITY ORDINANCE 18-025

**TITLE: ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

**THE MUNICIPAL COUNCIL OF THE CITY OF JERSEY CITY HEREBY ORDAINS:**

A. The following amendments and supplements to Chapter 3 (Administration of Government) III (Mayor) are hereby adopted:

**CHAPTER 3  
Administration of Government  
ARTICLE III  
Mayor**

**§3-10.- Through §3-19.2. - No Change.**

**§3-19.2.1.- Bureaus under the Office of Resident Response Center~~[- Head].~~**

~~{A. Bureau of Veterans' Affairs. There is hereby created within the Resident Response Center the Bureau of Veterans Affairs. The Bureau of Veterans Affairs shall:~~

- ~~{a) Assist veterans in applying for disability, educational, and other benefits that may exist under federal and state laws;~~
- ~~{b) Act as liaison on behalf of veterans with City, County, State and Federal Governmental Agencies;~~
- ~~{c) Counsel veterans in understanding their veterans' preference rights in public employment and under various tax exemption statutes and other laws.}~~

~~{B. Bureau. There is hereby created within the Resident Response Center a Bureau to provide the services below. The Bureau shall:~~

- ~~{a) Be the central coordination and oversight entity for the inter-department collaboration on issues impacting immigrant integration and inclusion;~~
- ~~{b) Oversee the implementation of a citywide policy for the integration of newcomers to the United States;~~
- ~~{c) Coordinate existing City services and marshal existing resources to better serve the immigrant population in Jersey City;~~
- ~~{d) Work collaboratively with community organizations to facilitate the implementation of the delivery of services and programs to the public, foster successful integration of the immigrant population in the City, and ensure that public input into the process is consistently maintained;~~

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

- ~~(e) Provide guidance to and act as a resource for the immigrant constituents in the City to assist them through the maze of state, county and local resources that provide targeted services to immigrants, including referrals to nonprofit and faith-based organizations. English language acquisition, citizenship acquisition, accreditation and qualification services, and employment support;~~
- ~~(f) Strengthen the connections between immigrants and their communities through civic engagement, cultural activities and other opportunities;~~
- ~~(g) Reduce exploitation of immigrants by fraudulent enterprises, scams and confidence schemes;~~
- ~~(h) Act as a liaison to and serve as an ex officio member of the Immigrant Affairs Commission and provide support services thereto;~~
- ~~(i) Act as liaison for the City with other local, County, State and Federal governmental agencies; community organizations and groups; including nonprofit and faith-based organizations, on issues involving inclusion.]~~

~~{C}A.~~ Bureau of Constituent Services. There is hereby created within the Resident Response Center a Bureau of Constituent Services. The Bureau shall accept and respond to constituents' complaints and inquiries on all aspects of City services and operations to enhance constituent confidence in government by expediting the handling of citizens' complaints and inquiries in coordination with the various departments of City government and autonomous agencies.

**§3-19.3.- Through §3-19.6.- No Change.**

B. The following amendments and supplements to Chapter 3 (Administration of Government) Article XII (Department of Health and Human Services) are hereby adopted:

**CHAPTER 3  
Administration of Government  
ARTICLE XII  
Department of Health and Human Services**

**§3-99. - No Change.**

**§3-100. - Organization of Department.**

Within the Department of Health and Human Services there shall be the following divisions and offices:

- A. Division of Environmental Health.
- B. ~~{Division of Disease Prevention}~~ Division of Veterans Affairs.
- C. Division of Senior Citizens Affairs
- D. Division of Disease Prevention.
- E. Division of Community Health and Wellness.
- F. Division of Food and Nutrition.
- G. Division of Animal Care and Control.
- H. Division of Injury Prevention.
- I. Division of Immigrant Affairs.

ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE

**§3-101.- Through §3-102.- No Change.**

**§3-103.- [Repealed] Division of Veterans Affairs; functions.**

There is hereby created within the Department of Health and Human Services the Division of Veterans Affairs, the head of which shall be the Director of Veterans Affairs. Under the supervision of the Director of Health and Human Services and the Director of Veterans Affairs, the Division of Veterans Affairs shall:

- A. Develop forward-thinking opportunities and partnerships to improve the quality of life of veterans, military personnel, and both groups' respective families, by collaborating across both private and public sectors in at least the following areas:
  - 1. Coordinate and oversee implementation of citywide policy and community relationships to facilitate entrepreneurship, small business ownership, job skills training, and sustainable employment among veterans, military personnel, and both groups' respective families.
  - 2. Monitor status of veteran homelessness and hunger, engaging with existing City services and community organizations to facilitate home ownership, affordable housing, transitional shelter, and nutrition opportunities for veterans, military personnel, and both groups' respective families.
  - 3. Organize opportunities for civic engagement, community dialogues, public forums, and local volunteerism which celebrate and strengthen connections between communities and veterans, military personnel, and both groups' respective families.
- B. Develop capacities for total health and wellness in veterans, military personnel, and both groups' respective families, by providing assistance and supervision in at least the following areas:
  - 1. Guide and educate veterans, military personnel, and both groups' respective families on how best to inform themselves about and apply for any benefits, services, preference rights, or tax exempt statuses for which military service provides eligibility under federal, state, and local laws.
  - 2. Devise and execute programs that anticipate, assess, and address the comprehensive needs of veterans, military personnel, and both groups' respective families.
  - 3. Propose and evaluate studies of issues reported to impact veterans, military personnel, and both groups' respective families, and act as the City's liaison to agencies and organizations involved in veterans affairs.
- C. Develop interdepartmental competencies and relationships to best care for veterans, military personnel, and both groups' respective families, and all departments and agencies of the City of Jersey City shall cooperate with the Division of Veterans Affairs in at least the following areas:
  - 1. Train City personnel on mental health, career advancement disruption, and other topics relevant to veterans, military personnel, and both groups' respective families due to the nature of military service.

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

2. Identify and track metrics involving employment by and use of City resources as relates to veterans, military personnel, and both groups' respective families.
3. Cultivate opportunities within City initiatives for engagement and participation of veterans, military personnel, and both groups' respective families, and devise resources to assist in determining how military educational or technical accreditation, qualifications, or work experience could responsibly serve to meet civilian employment requirements

**§3-104.- Through §3-105.- No Change.**

**§3-106.- ~~{Repealed}~~ Division of Injury Prevention.**

There is hereby created within the Department of Health and Human Services the Division of Injury Prevention, the head of which shall be the Director of Injury Prevention. Under the supervision of the Director of Health and Human Services and the Director of Injury Prevention, the Division of Injury Prevention shall:

- A. Investigate and disseminate information concerning the epidemiology, causes and prevention of serious bodily injuries and injury-related deaths, including those with intentional and unintentional causes:
- B. Develop, implement, promote, and evaluate strategies, programs and methods which reduce:
  1. The prevalence and incidence of serious bodily injuries and injury-related deaths; and
  2. The traumatic stress caused by such injuries;
- C. Facilitate communication and cooperation among people and organizations with the ability to reduce:
  1. The prevalence and incidence of serious bodily injuries and injury-related deaths; and
  2. Treat the traumatic stress caused by such incidents.

**§3-107. Through §3-107.4. - No Change.**

**§3-107.5.- Division of Immigrant Affairs.**

There is hereby created within the Department of Health and Human Services the Division of Immigrant Affairs, the head of which shall be the Director of Immigrant Affairs. Under the supervision of the Director of Health and Human Services and the Director of Immigrant Affairs, the Division of Immigrant Affairs shall:

- A. Develop forward-thinking opportunities and partnerships to improve inclusion and integration of immigrants, refugees, New Americans, and their respective families into Jersey City communities, by collaborating across both private and public sectors in at least the following areas:
  1. Coordinate and oversee implementation of citywide policy and community relationships to facilitate entrepreneurship, small business ownership, job skills training, and sustainable employment among immigrants, refugees, New Americans, and their respective families.

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

2. Monitor status of immigrant housing and refugee resettlement needs, engaging with existing City services, refugee resettlement agencies and partners, and other community organizations to facilitate home ownership, affordable housing, transitional shelter, and nutrition opportunities for immigrants, refugees, New Americans, and their respective families.
  3. Organize opportunities for civic engagement, community dialogues, public forums, and local volunteerism which celebrate and strengthen connections between communities and immigrants, refugees, New Americans, and their respective families.
- B. Develop capacities for total health and wellness in immigrants, refugees, New Americans, and their respective families, by providing assistance and supervision in at least the following areas:
1. Guide and educate immigrants, refugees, New Americans, and their respective families on how best to inform themselves about and apply for any benefits or services for which their respective citizenship or immigration statuses might make them eligible under federal, state, and local laws.
  2. Devise and execute programs that anticipate, assess, and address the comprehensive needs of immigrants, refugees, New Americans, and their respective families, and facilitate provision of language and literacy classes, citizenship preparation classes, U Visa certification, and similar services.
  3. Propose and evaluate studies of issues reported to impact immigrants, refugees, New Americans, and their respective families, and act as the City's liaison to refugee resettlement agencies and partners, immigrant advocacy organizations, and other agencies and organizations involved in immigrant affairs.
- C. Develop interdepartmental competencies and relationships to best care for immigrants, refugees, New Americans, and their respective families, and all departments and agencies of the City of Jersey City shall cooperate with the Division of Immigrant Affairs in at least the following areas:
1. Train City personnel on differences between types of immigration statuses, cultural competencies and cross-cultural communication, trauma informed care, and other topics relevant to immigrants, refugees, New Americans, and their respective families.
  2. Identify and track metrics involving employment by and use of City resources as relates to immigrants, refugees, New Americans, and their respective families, maintaining data on the diversity of languages available in City resources and services, interdepartmental training on City policies regarding non-discrimination on the basis of immigration status or national origin, interdepartmental training on City policies regarding assistance and transparency in immigration enforcement operations, and similar services.
  3. Cultivate opportunities within City initiatives for engagement and participation of immigrants, refugees, New Americans, and their respective families, and devise resources to assist in determining how foreign educational or technical accreditation, qualifications, or work experience could responsibly serve to meet domestic employment requirements in local private and public sectors.

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

**§3-108. Through §3-109. - No Change.**

C. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

D. This ordinance shall be a part of the Jersey City Code as though codified and fully set forth therein. The City shall have this ordinance codified and incorporated in the official copies of the Jersey City Code.

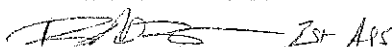
E. This ordinance shall take effect subject to the terms of this ordinance at the time and in the manner as provided by law.

F. The City Clerk and the Corporation Counsel be and they are hereby authorized and directed to change any chapter numbers, article numbers and section numbers in the event that the codification of this ordinance reveals that there is a conflict between those numbers and the existing code, in order to avoid confusion and possible accidental repealers of existing provisions.

**BD**

**3/22/18**

APPROVED AS TO LEGAL FORM

  
Corporation Counsel

APPROVED: \_\_\_\_\_

APPROVED:   
Business Administrator

Certification Required ☐

Not Required ☐



STEVEN M. FULOP  
MAYOR OF JERSEY CITY

**CITY OF JERSEY CITY**  
**DEPARTMENT OF HEALTH & HUMAN SERVICES**

H.H.S. | 199 SUMMIT AVENUE | JERSEY CITY, NJ 07304  
P: 201 547 6800 | F: 201 547 5168



STACEY L. FLANAGAN  
DIRECTOR

**Date:** March 22, 2018

**To:** Rolando Lavarro, Council President

**From:** Stacey L. Flanagan, Director

**Subject:** Ordinance establishing Divisions of Veterans Affairs, Injury Prevention and Immigran Affairs

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As per your request, please see the below for an deeper understanding to why the Department of Health & Human Services is requesting the streamlining of the human services efforts of the City of Jersey City, to be moved under one Department, the Department of Health & Human Services. The Department of Health and Human Services manages a broad portfolio. As such, repeatedly, we receive calls, from the Resident Response Center and The County Office of Veterans Affairs to assist a Veteran in need. In addition, HHS interacts with many undocumented residents and people suffering from injuries. Therefore, HHS proposed three new divisions:

Veterans Affairs

Councilman Rivera and Councilman Boggiano had a vision for providing greater support for our resident Veterans. With this understanding, HHS & the RRC coordinated a meeting with local Veterans groups, expressed to the groups that there was an opportunity for feedback on our current Office of Veterans Affairs, and provided the stakeholders with the ability to provide some direction in the drafting of new legislation. HHS the feedback to Mayor Fulop, and proceeded to meet with Councilman Boggiano and Rivera for their feedback on drafting the new Division.

This division will coordinate and oversee implementation of citywide policy and community relationships among veterans, military personnel, and both groups' respective families. From monitoring and assisting on issues such as veteran homelessness and hunger, to engaging with civic organization, public forums, and local volunteerism to celebrate and strengthen connections between communities and veterans, military personnel, and both groups' respective families.

Injury Prevention

Injuries of all kinds (homicide, suicide, and unintended) are consistently a leading cause of death and are especially prevalent as a cause of death for youth and young adults, accounting for 85% of all deaths in New Jersey among those aged 0-44. Individual injuries are preventable, and the incidence of injuries are also known to lessen by public health methods.

HHS already does this work, through several grants and programs. We felt, clarifying this effort under one division would allow us to focus. The Division of Injury Prevention will focus on external, non-disease causes of serious bodily harm, especially human-inflicted injuries. The intent is not to focus on mental health treatment, except as it directly relates to bodily injuries. Traumatic stress is referenced because of the established connection between traumatic stress and future injuries (for example, with exposure to violence). Mental and behavioral health strategies might also be part of an approach to injury prevention.

#### Immigrant Affairs

In the February meeting of the Commission of Immigrant Affairs, there was a discussion of broadening the reach of the work being done within the commission and the current Office of Welcoming Communities. At that time, Chairman Syed requested that The City look into moving the cultural aspect of this work into the Office of Cultural Affairs. Furthermore, the discussion led to the overlapping of services provided by HHS to undocumented residents and the support HHS currently provides. Following the meeting, I met with Mayor Fulop regarding the feedback from the Commission. In addition, we sought direction from several local immigrant and refugee support organizations for guidance and the team at HHS drafted a new division to coincide with the commission's interest and further streamlines city efforts.

The Division of Immigrant Affairs shall develop opportunities and partnerships to improve inclusion and integration of immigrants, refugees, New Americans, and their respective families into Jersey City communities. As such, the new division will build capacities for total health and wellness in immigrants, refugees, New Americans, and their respective families, by providing assistance, counsel, education and support. Not only will the division support those seeking support to change immigrations status but also act as a facilitator for benefits or services for which their respective citizenship or immigration statuses might make them eligible under federal, state, and local laws.

I hope this provides an overview for you to consider these changes as a way to streamline current efforts and improve efficiency, while not increasing the HHS Budget.

Please let me know if you have any additional questions not covered in the ordinance and/or Fact Sheet.

SLF



**RESOLUTION FACT SHEET – NON-CONTRACTUAL**

This summary sheet is to be attached to the front of any resolution that is submitted for Council consideration. Incomplete or vague fact sheets will be returned with the resolution.

**Full Title of Resolution**

**ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 3 (ADMINISTRATION OF GOVERNMENT), ARTICLE III (MAYOR) AND ARTICLE XII (DEPARTMENT OF HEALTH AND HUMAN SERVICES), OF THE JERSEY CITY MUNICIPAL CODE**

**Initiator**

Department/Division	Health & Human Services	Director's Office
Name/Title	Stacey L. Flanagan	Director
Phone/email	Tel.: (201) 547-6800	sflanagan@jcnj.org

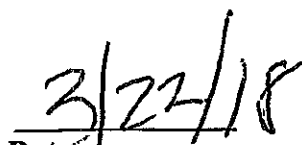
Note: Initiator must be available by phone during agenda meeting (Wednesday prior to council meeting @ 4:00 p.m.)

**Resolution Purpose**

Jersey City Department of Health and Human Services is dedicated to improving efficiency in management of Divisions, programs, offices, and bureaus within the City structure. To this end, Veterans Affairs, Immigrant Services, and Injury Prevention are all human services can provide more a greater continuity in services for under the Department of Health & Human Services.

**I certify that all the facts presented herein are accurate.**

  
Signature of Department Director

  
Date

# Ordinance of the City of Jersey City, N.J.



ORDINANCE NO. Ord. 18-025  
TITLE: 3.A MAR 28 2018 4.A

**APR 11 2018**

Ordinance amending and supplementing Chapter 3 (Administration of Government), Article III (Mayor) and Article XII (Department of Health and Human Services), of the Jersey City Municipal Code.

RECORD OF COUNCIL VOTE ON INTRODUCTION <b>MAR 28 2018 8-0</b>											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
RIDLEY	<b>ABSENT</b>			YUN	✓			RIVERA	✓		
PRINZ-AREY	✓			SOLOMON	✓			WATTERMANN	✓		
BOGGIANO	✓			ROBINSON	✓			LAVARRO, PRES.	✓		

RECORD OF COUNCIL VOTE TO CLOSE PUBLIC HEARING <b>APR 11 2018 9-0</b>											
Councilperson <u>RIVERA</u> moved, seconded by Councilperson <u>LAVARRO</u> to close P.H.											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
RIDLEY	✓			YUN	✓			RIVERA	✓		
PRINZ-AREY	✓			SOLOMON	✓			WATTERMANN	✓		
BOGGIANO	✓			ROBINSON	✓			LAVARRO, PRES.	✓		

✓ Indicates Vote

N.V.--Not Voting (Abstain)

## SPEAKERS:

JENNIFER MARIE LONG  
MIKE KULOWSKI  
JOHN CAREY  
MATTHEW LESTER  
COURTNEY MADSEN

RECORD OF COUNCIL VOTE ON AMENDMENTS, IF ANY											
Councilperson _____ moved to amend* Ordinance, seconded by Councilperson _____ & adopted											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
RIDLEY				YUN				RIVERA			
PRINZ-AREY				SOLOMON				WATTERMANN			
BOGGIANO				ROBINSON				LAVARRO, PRES.			

RECORD OF FINAL COUNCIL VOTE <b>APR 11 2018 9-0</b>											
COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.	COUNCILPERSON	AYE	NAY	N.V.
RIDLEY	✓			YUN	✓			RIVERA	✓		
PRINZ-AREY	✓			SOLOMON	✓			WATTERMANN	✓		
BOGGIANO	✓			ROBINSON	✓			LAVARRO, PRES.	✓		

✓ Indicates Vote

N.V.--Not Voting (Abstain)

Adopted on first reading of the Council of Jersey City, N.J. on **MAR 28 2018**  
Adopted on second and final reading after hearing on **APR 11 2018**

This is to certify that the foregoing Ordinance was adopted by the Municipal Council at its meeting on **APR 11 2018**

Robert Byrne, City Clerk

\*Amendment(s):

APPROVED:

Rolando R. Lavarro, Jr., Council President

Date

**APR 11 2018**

APPROVED:

Steven M. Fulop, Mayor

Date

**APR 12 2018**

Date to Mayor

**APR 12 2018**