



OCEAN COUNTY BOARD OF SOCIAL SERVICES

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February 14, 2024
BKW-L-2024:053

VIA EMAIL TO:

opra+request-58129-85389b59@requests.opramachine.com

C. Smith

Re: OPRA Request Received February 8, 2024

To Whom it May Concern:

The Ocean County Board of Social Services (OCBSS) received your Open Public Records Act (OPRA) request on February 8, 2024. Your request has been forwarded to me as the custodian of records for response. As such, the seven (7) day business deadline to respond to your request is February 16, 2024. This response is being provided to you on February 14, 2024, the fifth business day after we received your request. In compliance with your request, the documents responsive to your request are being provided via email.

You have requested the following government records:

- "- Internal phone list (including all extensions for staff)
- employee directory with titles and phone numbers

for ocean county social services"

The following index identifies and details documents we have located which respond to your request:

(A) List of all records responsive to Complainant's OPRA Request (include # of pages for each record).	(B) List the Records Retention Period and disposition Schedule for each responsive record to the Complainant's OPRA request.	(C) List of all records provided to Complainant, <i>with redactions or in their entirety</i> (include the date such records were provided).	(D) If records were disclosed <i>with redactions</i> give a general nature description of the redactions.	(E) If records were denied <i>in their entirety</i> give a general nature description of the record.	(F) List the legal explanation and statutory citation for the denial of access to records <i>with redactions or in their entirety</i> .
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Internal phone list (including all extensions for staff) for ocean county social services	Must be retained by Agency for two (2) years.	OCBSS Phone Directory	No redactions	N/A	N/A
Employee Directory with titles and phone numbers for Ocean County Social Services	Must be retained by Agency for two (2) years.	OCBSS Employee Roster	No redactions	N/A	N/A

Right of Appeal

If you wish to challenge a decision of the Custodian of Records denying access to a government record, you may:

- 1) Institute a proceeding to challenge the decision by filing an action in the Superior Court of New Jersey; or
- 2) File a Complaint with the Government Records Council in the Department of Community Affairs.

Thank you.

Very truly yours,

OCEAN COUNTY BOARD OF SOCIAL SERVICES



Brian K. Wilkie, Esq.
Associate Counsel

/jn

cc: Ms. Meredith Sheehan, Directory/Ms. Jennifer Hagendoorn, Deputy Director
OPRA File