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REORGANIZATION PLANS

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Reorganization Plan of the Department of Labor and Industry

Office of the Commissioner

There is hereby created, in the Department of Labor and Industry, an Office of the Commissioner, consisting of the Commissioner of Labor and Industry and other supporting clerical and administrative personnel as the Commissioner deems necessary.

The Commissioner is the executive and administrative head of the Department of Labor and Industry and the Employment Security Agency. All powers and duties vested in his office or the Department are exercised and performed by him or under his supervision or control. Accordingly, all references in any law, contract or document concerning any division or subdivision will be deemed to mean or refer to the Commissioner.

The Department of Labor and Industry has remained fundamentally unchanged since its last reorganization in 1948. The Department's present organizational structure consists of a loosely arranged variety of program administrators reporting directly to the Commissioner. Currently, the Commissioner is informally assisted by a Deputy Commissioner and four Assistant Commissioners. The Department must be reorganized on a more integrated basis by strengthening top level leadership, streamlining the program operating units, and improving staff services.

The Deputy Commissioner position is hereby abolished. The four Assistant Commissioner positions are hereby formally established. The Assistant Commissioners shall be responsible for Human Resources Development, Income Security, Labor Relations and Work Place Standards, and Administration. The Assistant Commissioners shall be delegated all supervision and control of specific areas of responsibility and be appointed by the Commissioner to serve at his pleasure.

Office of the Assistant Commissioner, Labor and Industry,
Human Resources Development

The Assistant Commissioner for Human Resources Development is responsible for the employment, training and rehabilitation of the citizens of New Jersey.

The employment program services of the New Jersey State Training and Employment Services and the Field Operations Service are hereby reassigned from the Division of Employment Security and reconstituted as the Division of Employment Services. This Division will have responsibility for the administration of the New Jersey State Employment Service programs to job applicants created under State and Federal law.

The training program services of the New Jersey State Training and Employment Service and the Field Operations Service are hereby reassigned from the Division of Employment Security and reconstituted as the Division of Employment Development Programs. This Division will have responsibility for the administration of the training components created under State and Federal law.

The Division of Vocational Rehabilitation Services is hereby created and shall include all the duties, powers, responsibilities, personnel, and appropriation of the Rehabilitation Commission which is hereby abolished. The Division of Vocational Rehabilitation Services is designated as the sole State agency to administer and supervise vocational rehabilitation as authorized by N. J. S. A. 34:16. The upgrading of the Commission to divisional status is necessitated by the greatly expanded functions and responsibilities in this area. A Vocational Rehabilitation Advisory Council will be established.

The Division of Employment Services, the Division of Employment Development Programs and the Division of Vocational Rehabilitation Services shall report to the Assistant Commissioner for Human Resources Development through their respective directors.

Office of the Assistant Commissioner, Labor and Industry,
Income Security

The Assistant Commissioner for Income Security has responsibility for the administration of Federal and State laws concerning unemployment compensation, permanent and temporary disability, and workmen's compensation benefits. This includes in part the administration of funds, the payment of benefits during periods of unemployment, or temporary disability, the determination of permanent disability, and the adjudication of workmen's compensation claims.

The Unemployment Insurance Service, the Temporary Disability Insurance Service and the Unemployment Insurance service Sections of the field Operations Service shall be reassigned from the Division of Employment Security and be reconstituted as the Division of Unemployment and Temporary Disability Insurance.

The present Disability Determination Service shall be reassigned from the Rehabilitation Commission and be reconstituted as the Division of Disability Determinations. This Division shall have the responsibility of determining disability in New Jersey for the Social Security Administration.

The Division of Workmen's Compensation shall remain intact. This Division shall continue to be responsible for the implementation of the Workmen's Compensation laws.

The Division of Unemployment and Temporary Disability Insurance, the Division of Disability Determinations and the Division of Workmen's Compensation shall report to the Assistant Commissioner for Income Security through their respective directors.

Office of the Assistant Commissioner, Labor and Industry, Labor Relations and Work Place Standards

The Assistant Commissioner for Labor Relations and Work Place Standards has the responsibility for the administration of the Department's Labor Relations Programs and for the statutes dealing with a variety of State legislation and Federal/State Cooperative Enforcement Programs, including the Williams-Steiger Occupational Safety and Health Act of 1970.

The Division of Work Place Standards is hereby created and shall include all the functions, programs, duties, responsibilities, personnel and appropriations of the Division of Labor which is hereby abolished. The primary responsibilities of the Division are the enforcement of statutes dealing with working conditions, including modifications necessitated by the Williams-Steiger Occupational Safety and Health Act of 1970. The Director, Division of Work Place Standards shall report to the Assistant Commissioner for Labor Relations and Work Place Standards.

The Division of Private Employment Dispute Settlement (Board of Mediation) shall remain in accordance with N. J. S. A. 34:13A as amended and shall report to the Assistant Commissioner for Labor Relations and Work Place Standards.

The Division of Public Employment Relations (Public Employment Relations Commission) shall remain in accordance with N. J. S. A. 34:13A as amended and be assigned to the Assistant Commissioner for Labor Relations and Work Place Standards.

Office of the Assistant Commissioner, Labor and Industry, Administration

The Assistant Commissioner for Administration has responsibility for development of policies, principles, standards and procedures governing overall organization and management of the Department. This includes: budget preparation and administration, personnel management and training, accounting and operations, program review and analysis, research, data processing, systems development, procurement, and general administrative and housekeeping services.

The Division of Administration is hereby reconstituted as the Division of Administrative Services. This Division shall report to the Assistant Commissioner for Administration through its director.

The Division of Planning and Research shall remain intact except for that portion of it reassigned to the Division of Economic Development. The Division shall

report to the Assistant Commissioner for Administration, through its director.

A Division of Systems and Communications is hereby created and shall include all Data Processing personnel and resources formerly in the Division of Administration. The creation of this Division is required as part of the implementation of the State-wide master plan for centralization contemplates that the Labor and Industry installation will become one of the four major data centers serving all State departments and agencies. This Division shall report to the Assistant Commissioner for Administration through its director.

The Division of Economic Development is responsible for the continuing effort to develop all resources for the economic growth of the State. This will include the study of the State's economy, planning for future growth and an active program to achieve efficient and desirable growth of the total economy. This division shall report to the Commissioner of Labor and Industry through its director.

The Office of Business Economics is hereby reassigned from the Division of Planning and Research and the Industrial Services Project is hereby reassigned from the Division of Employment Security. This will provide the business community with an expanded, more comprehensive program of technical, financial and statistical advice and supportive assistance.

BOARDS, COMMISSIONS, COUNCILS AND COMMITTEES

In addition to the Board of Mediation and the Public Employment Relations Commission, the following will be continued: The Industrial Safety Board, the Industrial Safety Committee, the Construction Safety Council, the Board of Boiler, Pressure Vessel and Refrigeration Rules, the Employment Security Council, the Economic Development Council, the New Jersey Area Redevelopment Authority, the Board of Review, and the State Apprenticeship Councils.

The following will be abolished under the plan of reorganization: The Advisory Council on Disability Benefits, and the Manpower Advisory Committee.

Other Units Abolished

The following additional units are hereby abolished: The Division of Employment Security, Bureau of Legal Services and Bureau of Public Relations.

Fiscal Responsibilities

The unexpended balances of appropriations, grants and other funds, available for use in connection with a function or agency affected by the reorganization of the Department of Labor and Industry, are considered by the Governor to be necessary, by reason of the reorganization, for use in connection with the functions affected by the reorganization or for the use of the agency which shall have the functions after the reorganization plan is in effect. The unexpended balances so transferred may be used **only** for the purposes for which the appropriation or grant was initially made by the Legislature or Congress.

All Division Directors in the Department of Labor and Industry shall be appointed by the Commissioner to serve at his pleasure, except in those Divisions where Federal Merit System Standards must be observed. Nothing in this reorganization plan shall be construed to deprive any person of any tenure rights or of any right or protection provided him by Title II of the Revised Statutes, Civil Service, or any pension law or retirement system.

This reorganization plan shall not affect any order, rule or regulation made or promulgated prior to the effective date of said reorganization plan by any department, commission, council, board, authority, officer, or other agency, the functions, powers and duties of which have been assigned or transferred to any other officer, authority or agency pursuant to said reorganization plan; but such orders, rules and regulations shall continue with full force and effect until amended or repealed pursuant to law.

This reorganization plan shall not affect actions or proceedings, civil or criminal, brought by or against any department, commission, council, board, officer, authority, or agency, the functions, powers and duties of which have been transferred or abolished pursuant to said reorganization plan.

All acts and parts of acts inconsistent with any of the provisions of this reorganization plan are superseded to the extent of such inconsistencies.

Any provisions of this plan which conflict with Federal law are null and void. Where applicable, the Federal government will be reimbursed in full for any property or thing of value diverted from Employment Security to other purposes.

Filed May 11, 1972.

REORGANIZATION PLAN
of the
DEPARTMENT OF COMMUNITY AFFAIRS

An office of the Commissioner in the Department of Community Affairs is hereby created, consisting of the Commissioner, three Assistant Commissioners of Community Affairs, and such other staff members as the Commissioner shall designate.

The administrator and chief executive officer of the Department is the Commissioner of Community Affairs, appointed by the Governor with the advice and consent of the Senate. The duties of the Commissioner are set forth in N. J. S. A. 52:27D-3.

There shall be three Assistant Commissioners of Community Affairs, who will serve at the pleasure of the Commissioner and perform such duties as may be prescribed by him. The duties and responsibilities as hereinafter stated are delegated to each of the Assistant Commissioners. In order to create an equalization of responsibility, each shall hold the title of Assistant Commissioner of Community Affairs.

A Program Analysis Office shall be established to assist the office of the Commissioner in developing new programs, developing systems to measure and evaluate existing programs, people and resources and in making feasibility studies. The function of contract review including all grants and contracts for services that are awarded by the Department to local government agencies, universities, profit and non-profit organizations shall be administered by the Program Analysis Office.

The Advisory Council on Community Affairs, the Hackensack Meadowlands Development Commission, the New Jersey Housing

Finance Agency, the New Jersey Urban Loan Authority and the New Jersey Sports and Exposition Authority shall retain their previous organizational relationship to the Commissioner.

One Assistant Commissioner will be responsible for the following:

The Division of Housing and Urban Renewal as provided for by N. J. S. A. 52:27D-1 et seq. is hereby continued. It shall be headed by a Director of Housing and Urban Renewal, assisted by a Deputy Director of Housing and Urban Renewal, both of whom shall serve at the pleasure of the Commissioner.

The Division, presently consisting of four bureaus, provides a wide range of services to local governments and to the citizens of local governments in the areas of housing and urban renewal. The Bureaus of Relocation and Urban Renewal administer the provisions of the Relocation Assistance Law by providing technical assistance to communities involved in relocation of persons through urban redevelopment. In addition, provision is made for grants to municipalities to cover eligible portions of the local shares of urban renewal grants.

The Bureau of Housing administers a program of supervised tenant selection, rentals, income limits and management of limited dividend housing projects.

Other programs of the Bureau of Housing include: liaison with local housing and redevelopment authorities, maintenance of statistical records on public housing, moderate income housing for the elderly, and apartment construction and building permit data. The multiple dwelling health and safety program is administered by the Bureau of Housing Inspection and code enforcement. In addition, the Bureau provides technical assistance to communities involved in code enforcement and assists in the preparation of applications to the Federal government for aid supporting such programs.

More recently the Division of Housing and Urban Renewal has attempted to make more innovative use of the Revolving Housing Development and Demonstration Grant Fund. This fund has been used primarily for seed money loans to non-profit housing sponsors for preliminary engineering and site development work repayable after the project is constructed and financed under long term mortgages. While this use of the fund is necessary and should be encouraged, it is recognized that more demonstration in unique

construction methods, site design and site acquisition should be undertaken.

As reorganized the Division will consist of three Bureaus:

(1) A new Bureau of Housing Production will be assigned responsibility for developing, testing and demonstrating new systems and approaches to producing housing. It will administer the housing demonstration grant program and will design projects and methods for producing housing in new and innovative ways. The Bureau will coordinate with the Housing Finance Agency, the Mortgage Finance Agency and other State agencies to propose procedures and activities which would increase the production of housing units. Such activities may include site selection, site planning, market and engineering feasibility, design, innovative building techniques, front-end financing, and demonstrations in services and coordination with municipalities for planning, zoning and building permits related to each potential housing site.

(2) The Bureau of Housing Services is a consolidation of three bureaus—Housing, Urban Renewal and Relocation. This Bureau will administer the Relocation Assistance Law of 1967, the Uniform Relocation Assistance and Real Property Acquisition Act of 1970, and the Urban Renewal Projects Law. In addition, the Bureau will supervise tenant selection, rentals, income limits, and management of limited dividend housing projects for families of middle income and for elderly persons; maintain liaison with public housing authorities and redevelopment agencies; maintain statistical records on public housing, moderate income housing, housing for the elderly, apartment house construction and building permit data; and administer provisions of the Retirement Community Full Disclosure Act of 1969.

(3) The Bureau of Housing Inspection will function as presently organized. This Bureau reviews construction plans of all multiple dwellings and hotels; inspects construction of these buildings; issues construction permits and certificates of occupancy; and provides technical and financial assistance to communities involved in code enforcement through the state-local cooperative housing inspection program; and assists in the preparation of applications to the Federal government for Federal aid supporting code enforcement programs. Finally, this Bureau will administer the State functions proposed under the State Standard Construction

Code Act under which the Commissioner would adopt, after hearings, State Standard Codes for all construction in New Jersey.

The State Housing Council and the Hotel and Multiple Dwelling Health and Safety Board, bodies that advise the Commissioner, shall be retained as part of this Division.

This organization of the Division of Housing and Urban Renewal will result in an efficient and economical operation.

The Division of State and Regional Planning, as provided for by N. J. S. A. 52:27D-1 et seq., will be continued and remain with three Bureaus. The Local Planning Assistance Bureau will be moved to the Division of Local Government Services and replaced with a new Bureau of Review Coordination.

The Division shall be headed by a Director and assisted by a Deputy Director, both of whom shall serve at the pleasure of the Commissioner.

(1) The Bureau of Statewide Planning has been concerned with the development of long-range planning studies relating to the future growth and development of New Jersey. These studies serve as an education and information resource for presentation to the general public, a basis for State development policies for use by the several interstate regional planning agencies as well as county and regional planning agencies, and as a basis for discussing functional plans of various departments of State government in relation to each other and in relation to future land use patterns in the State.

Additionally the Bureau has been concerned with studies of a highly specific nature related to the overall development of the State. Such activities have included planning programming and budgeting in relation to the State government; analysis of various development intensities in relation to the State plan and State and local taxation and revenue policies; and more recently the development of a strategy for new communities in New Jersey and their relationship to a State development strategy.

(2) The Bureau of Regional Planning in New Jersey has concerned itself with the growth and development opportunities and problems of distinctive geographic areas within the State. Such activities in the past have concerned themselves with analysis of leisure activities along the New Jersey shore; opportunities for conservation and development in the New Jersey Pinelands; initial

analysis and planning of the Hackensack Meadowlands with legislation leading to the Hackensack Meadowlands Development Commission; sketch plans and analysis for the Tocks Island region as a result of the proposed national recreation area; and plans and development strategies for revival of the Hudson River waterfront.

An additional function of the Bureau has been to conduct various aspects of housing research with particular emphasis on identifying the magnitude of the housing crisis in New Jersey and problems contributing to the housing crisis such as: zoning, obsolete planning regulations, building codes, and the like. Furthermore, the Bureau has worked with the Governor's Housing Task Force and the Governor's Special Assistant on Housing to develop a comprehensive housing program for New Jersey.

(3) The new Bureau of Review Coordination will bring to bear the needed effort to handle the increasing responsibilities of Federal application review coordination assigned to the Division by the Governor under the Federal project notification and review system as provided in the United States Intergovernmental Cooperation Act of 1968. Also there has been an increase of responsibilities in processing the notices of acquisition and disposal of State lands; in maintaining State-wide data sources on New Jersey growth, and development, and in liaison and coordination of planning within the metropolitan planning agencies of Philadelphia, Wilmington and New York which affect New Jersey.

One Assistant Commissioner shall be responsible for the following:

Management Services. There is hereby established a fiscal and data processing office which shall continue all the functions that were formerly carried out by the Bureau of Budget and Accounting. This office will also act as a new service and coordinating unit for the Department for all matters pertaining to the internal use of electronic data processing equipment and related services. In addition, it is also proposed that the Departmental print shop be retained within this office in its present form and staffing until such time as a determination is made regarding consolidation of existing State printing facilities.

The fiscal and data processing office shall perform such fiscal service as the Commissioner may deem practical for the Hackensack Meadowlands Development Commission, the New Jersey Housing Finance Agency, the New Jersey Urban Loan Authority,

the New Jersey Sports and Exposition Authority and any such agencies or authorities which may hereafter be established in, but not of, the Department of Community Affairs.

The Bureau of Personnel and Payroll shall be known as the Personnel Office. It will perform all the functions formerly assigned to the Bureau of Personnel and Payroll. This office is responsible for all personnel and payroll transactions for the Department and is the service agency for matters pertaining to personnel, employee relations, training and payroll. It maintains a daily working relationship with the Department of Civil Service and its various divisions, as well as with budget analysis in the Bureau of the Budget, Department of the Treasury, to secure the necessary approvals in areas such as job specifications, examinations, training, new positions, decentralized promotional and classification systems, and employee performance evaluation improvement system.

Within the Department, the office provides new employees with general orientation, benefits information and services. Its other functions include job classifications, employment procurement and placement, staff training and development and other related services required by the Commissioner, Assistant Commissioners and Division Directors.

The Office of Public Information will retain its present functions with the addition of the Graphic Unit to be transferred from the Division of State and Regional Planning. The office shall be headed by a Public Information Officer who shall serve at the pleasure of the Commissioner.

The office will maintain a centralized community information library, containing a profile data bank about all local governments throughout New Jersey and available for use by all Departmental employees. Included in the data bank will be statistics on population, finances, taxes, grants-in-aid received, memoranda on Departmental activities within that community, and similar functions. The library will also contain basic general information about the Department, including all annual reports, newsletters, publications, and other statistical reports, documents, memoranda, newspaper clippings and publications that might prove useful to employees and/or local government officials.

An Intergovernmental Relations Office shall be established to assist in the coordination of State and Federal activities relating to local government.

This Office for Intergovernmental Relations bridges the gap between the Department and other State and Federal agencies, non-state agencies, both public and private, including professional and business associations, and other governmental boards and commissions. Intergovernmental Relations represents the Department with several key State agencies, such as, Transportation, Environmental Protection, Health, Agriculture, Institutions and Agencies, Legislative Services and others.

Intergovernmental Relations acts as the Department representative with associations of government officials and agencies interested in or concerned with the work programs of the Department. In its dealings with private sector associations it endeavors to gain acceptance of Departmental programs and participation by the private sector in such programs by testing program ideas; and, in turn, responds to program or project suggestions presented by such groups.

The Assistant Commissioner in charge of Intergovernmental Relations represents the Commissioner of Community Affairs on the State Law Enforcement Planning Agency, Tri-State Regional Planning Commission, Clean Air Council, Clean Water Council, Governor's Ad Hoc Committee on Civil Disturbances, Public Broadcasting Authority, Governor's Task Force on Puerto Rican Affairs, Narcotics Advisory Council, Urban Rodent Control Board, and such other commissions, boards, agencies, authorities, councils and boards as the Commissioner of Community Affairs may hereinafter designate.

In addition, he acts as a Departmental representative on various Federal conferences and committees concerned with development and approval of Federal legislation guidelines and regulations. Listed by category are examples of the number and type of organizations with which this office deals:

LEGAL:

Delaware Valley Regional Planning Commission
Tri-State Transportation Commission
Metropolitan Regional Council
Regional Conference of Elected Officials
Tocks Island Regional Advisory Council

NATIONAL:

Urban Institute
Council of State Governments
National Governor Conference
Advisory Commission on Intergovernmental Relations
National Association of Counties
Urban America
National Association of United Funds and Councils
National Service to Regional Councils

STATE-WIDE:

N. J. State Taxpayers Association
N. J. Association of Chosen Freeholders
Federation of Planning Officials
League of Municipalities
Urban Studies Center at Rutgers
Federation of District Boards of Education
Interprofessional Commission on Urban Affairs
(State Societies of Engineers, Planners and Architects)
Association of Managers and Business Administrators
Legislative Commission to Study County and Municipal Govern-
ment

PRIVATE:

Center for Metropolitan Studies
Various Foundations
Urban Coalition

INTERSTATE:

Port of New York Authority
Delaware River Basin Commission
Committee on Regional Development (New Jersey, Pennsylvania,
Delaware)

FEDERAL:

Center for Community Development
(U. S. Department of Health, Education and Welfare)
Office of Intergovernmental Relations
(U. S. Department of Housing and Urban Development)

The Legislative Review and Administrative Procedures Office will be responsible for monitoring and analyzing existing and proposed State and Federal legislation affecting the Department of Community Affairs. It shall be responsible for drafting of new legislation and amendments to existing law as becomes necessary for the efficient and effective operation of the Department. It will comment on and make recommendations to the Commissioner on said legislation and proposed rules and regulations to be adopted by other State agencies which may affect the Department.

This office will promulgate and adopt administrative rules and regulations as required within the Department, pursuant to the Administrative Procedure Act of 1968. The office also shall be responsible for conducting administrative and public hearings required by the "Hotel and Multiple Dwelling Health and Safety Law of 1967," the "Relocation Assistance Law of 1967" and such other laws as the Department is required to administer.

One Assistant Commissioner shall be responsible for the following:

There is hereby established a Division of Local Government Services which will organize in one Division all activities related to local government to insure that all resources are brought to bear on particular problems through a program-oriented and sound organizational approach. The new Division will be headed by a Director assisted by a Deputy Director, both of whom shall serve at the pleasure of the Commissioner and the said Division will consist of three bureaus:

The Bureau of Financial Regulation and Assistance will be responsible for the clearly defined statutory responsibilities in the area of financial regulation and budget assistance to local governments presently exercised by the Division of Local Finance. It will continue in the same general format as currently exists, but with some redirection of emphasis.

This Bureau will provide essential services in the following four important areas which greatly affect the responsiveness and accountability of local governments:

1. Financial Regulation—enforcement of the cash basis requirement of budgeting; responsibility for the enforcement of the Local Bond Law, the Local Budget Law, and the Local Fiscal Affairs Law; and spot-checking the performance of local audits.

2. Budget Assistance—assistance to local officials and accountants in preparing, developing and controlling the municipal and county budgets; development, in conjunction with the financial management unit, of effective guidelines for municipalities installing data processing units in order to preserve adequate audit trails; and development of standardized budget procedures for handling Federal and State grants so that these grant programs can be properly identified and controlled.

3. Financial investigation and inspection—auditing the use of urban aid funds; implementing the new legislative mandate to review activities of all public authorities in New Jersey (Chapter 288, L. 1969); investigating confidential reports submitted to the Director in all cases of suspected or actual irregularities or shortages; and enforcing c. 198, P. L. 1970, which will require investigation, review and approval of local regulations dealing with prequalification requirements for public bidding.

4. Administering the urban aid program, local emergency aid, and other similar aid programs assigned to this Department.

The Bureau of Local Management Assistance will bring together in one unit the whole range of administrative assistance that is presently rendered by the Division of Local Finance and the Office of Community Services. This Bureau will be composed of the administrative and financial assistance section and the recruitment and training section.

The creation of this Bureau will:

1. Eliminate overlapping functions. The Bureau of Local Management Services will assure that assistance to local governments formerly spread out in two separate Divisions is under unified control and acting in a coordinated manner and in accordance with promulgations of the Local Finance Board.

2. Provide a more comprehensive approach to local needs which will include consideration for financial, administrative planning and personnel requirements.

The Bureau of Local Planning Assistance, transferred from the Division of State and Regional Planning, has been instrumental in providing planning and zoning assistance to more than 400 municipalities and all counties in New Jersey. It administers a State-aid program for local planning, making grants to stimulate continuing planning in municipalities and counties and providing

funds for studies of the impact and adjustments needed when major State and Federal facilities are located within or near a community. It answers numerous requests for guidance in municipal planning, zoning and capital improvement problems.

In addition, the staff of the Recreation Bureau transferred to this Department from the Department of Environmental Protection will be included in this Bureau. In this manner the State's recreation planning services to municipalities will be offered as part of comprehensive local planning services. The Division of Local Government Services will also include the existing Local Finance Board established under provisions of N.J.S.A. 52:27D-1 et seq. as an advisor to the Commissioner or his designee. In addition to providing greater efficiency, this new Division of Local Government Services will result in a cost saving realized through the elimination of a number of positions.

There is hereby established a Division of Human Resources, which will consolidate into one Division all activities related to community organizations and development and people-oriented community programs. Under the existing organization, programs in the area of human services have tended to reflect the wide variety of State and Federal funding sources, and to distinguish between programs concerned with the delivery of services to local governments and those related to the people within a community.

The new Division of Human Resources shall be headed by a Director of Human Resources assisted by a Deputy Director of Human Resources, both of whom shall serve at the pleasure of the Commissioner. The duties, powers and responsibilities of the Director of the former Office of Economic Opportunity shall be transferred to the Director of the Division of Human Resources. The Division of Human Resources shall consist of three new Bureaus and two special offices.

The Office on Aging, formerly the Division on Aging, in carrying out its legislative mandate to serve New Jersey's senior citizens, will provide information and referral services, counseling, training, guidance and special assistance programs in all aspects of aging. Its activities will become increasingly significant as more and more persons retire before the age of 65 and turn to the State for assistance in such activities as stated above. The Office on Aging shall be administered by the Director of the Office on Aging who shall serve at the pleasure of the Commissioner.

As part of its responsibilities the office will administer Federal funds awarded to the Department under Title III of the Older Americans Act of 1965. The funds will be channeled to local sponsors to help finance a three-year demonstration program in aging. A majority of the funds will be used to establish and operate county and municipal Offices on Aging. These local offices provide informational and referral services to the senior citizens in their communities on the available programs and resources.

The Women's Division created under N.J.S.A. 52:27D-43.1 et seq. shall be known as the Office on Women within the Division of Human Resources and shall continue in the same manner prescribed by law.

The Office on Women will be responsible for engaging in a continuous study of the changing needs and problems of women in New Jersey and for developing and recommending new programs. The office will serve as a clearinghouse for information and materials pertinent to the various programs and agencies geared to assist and advise women. In cooperation with various governmental departments and agencies, primarily involved in curbing job discrimination, the office will seek to expand rights and opportunities available to women in New Jersey.

The office will conduct, periodically, conferences throughout the State to make women more aware of their opportunities and of the assistance programs available to them.

The Bureau of Community Development shall develop new ways in which State and local governments and groups can provide better services or direct existing services more effectively to problems in the areas of human resources. The Bureau will administer "Model Cities" and "Action Now" in conjunction with Federal demonstration programs; e.g., the Model Cities Planned Variation, Public Service Careers Programs, and Community Coordinated Child Care.

It will test innovative approaches to problems through these demonstration projects. If these projects produce the desired results, they may be expanded into on-going programs or "spun off" into existing operations within State and local agencies. Consistent with this approach, Juvenile Justice and Day Care One Hundred shall by executive directive be transferred to the Department of Institutions and Agencies in order to consolidate and upgrade our efforts in the areas of youth correctional services and comprehensive child care.

The Bureau of Community Enterprise will specialize in formation and development of independent minority-owned and operated business ventures. It will provide financial, managerial and technical assistance, drawn from Federal, State and local resources, as well as the business and financial community, to minority entrepreneurs. It will carry out its functions in conjunction with the Urban Loan Advisory Board, the New Jersey Urban Loan Authority and the State Development Corporation, which will designate community development corporations, render technical assistance, engage in research and development on the effectiveness and future of the system, and solicit the cooperation and involvement of the private sector at State and local levels.

The Bureau of Community Programs will be responsible for the operation of on-going human resource programs, including approximately 200 community action programs and anti-poverty agencies, youth-related projects, and youth employment and job training programs administered by the former Division of Youth. The Bureau will maintain and review the records and activities of these programs and agencies and provide financial and technical assistance.

In addition, the Bureau of Community Programs will be responsible for administering the Neighborhood Education Centers Act of 1968, in cooperation with the Departments of Education and Higher Education, and the State Office of Poverty and Law (Legal Services). This Bureau will provide a wide range of services designed to aid the eight neighborhood education centers and the 13 legal service projects throughout the State.

Filed June 20, 1972.

