



NEW JERSEY PINELANDS COMMISSION

MONTHLY MANAGEMENT REPORT



A butterfly visiting a native, rare Pine Barren gentian flower in September

SEPTEMBER 2022

1 EXECUTIVE OFFICE

1.1 ACTING EXECUTIVE DIRECTOR

1.1A COMMITTEE MEETINGS

- **Personnel & Budget (P&B) Committee:** The Committee did not meet in September.
- **Pinelands Climate Committee:** The Committee met on September 30, 2022 and received updates from the staff on the Governor's new Office of Climate Action and the Green Economy and the "topic-specific" Resilience Action Plans that will need to be developed for the Interagency Council on Climate Resilience. Staff made a presentation on the state's No Net Loss Compensatory Reforestation Act. The Committee then discussed the climate-related Pinelands Comprehensive Management Plan (CMP) amendments previously recommended by Commissioner Mark Lohbauer and agreed to consider setting priorities at its next meeting.
- **Policy & Implementation (P&I) Committee:** The Committee met on September 30, 2022 and received an update from the staff on draft CMP amendments related to the Commission's Electric Transmission Right-of-Way Maintenance Pilot Program. Staff made a presentation on the Pinelands Development Credit (PDC) program, focusing on opportunities for the use of PDCs in association with municipal zoning changes to permit large nonresidential uses in Regional Growth Area residential zoning districts.

1.1B RULEMAKING

- **Stormwater Management:** Staff members continue to work on a draft model stormwater ordinance to be distributed to Pinelands municipalities for adoption. Completion of the ordinance has been delayed pending the New Jersey Department of Environmental Protection's (NJDEP) adoption of emergency rules that may need to be incorporated in the Pinelands model stormwater ordinance.
- **Water Management (Kirkwood-Cohansey):** The public comment period for the Commission's proposed CMP amendments is open and will close on November 5, 2022. A public hearing will be held via Zoom/YouTube on October 12, 2022. Hearing notices were posted on the Commission's website and emailed to Pinelands municipalities and counties and interested parties on September 21, 2022. Notice was also published in the Commission's four official newspapers. In addition, staff delivered a brief presentation on the proposed amendments to the Pinelands Municipal Council on September 27, 2022.
- **Electric Transmission Right of Way (ROW) Maintenance Pilot Program:** Staff continues to work on new rules to permanently implement the requirements of the ROW Maintenance Pilot Program. In addition to continuing to require that spans contained within the 2009 Vegetation Management Plan follow the span specific vegetation management prescription contained within that Plan, the amendments will provide vegetation management prescriptions for ROW spans located in the Pinelands Area, but not included in the 2009 Plan.

1.1C OPEN PUBLIC RECORDS ACT

- A total of 4 Open Public Records Act (OPRA) requests were received in September. Three were provided responsive material, and one was advised that there was no responsive material.

1.1D PINELANDS MUNICIPAL COUNCIL

The Pinelands Municipal Council held its regular meeting at the Shamong Township Municipal Building on September 27, 2022. Commission staff set up the equipment to livestream the meeting on Zoom and YouTube. During the meeting, Commission staff provided updates on various matters and delivered a presentation on proposed amendments to the CMP pertaining to the Kirkwood-Cohansey aquifer system. Additionally, a representative from the New Jersey Department of Environmental Protection (NJDEP) delivered a presentation on upcoming changes to its municipal stormwater permit program.



Above: The Pinelands Municipal Council discussed NJDEP's municipal stormwater permit program during its meeting in Shamong on September 27, 2022.

1.1E OTHER

- Douglas Wallner from Evesham Township, NJ, was sworn in as Burlington County's new appointee to the Pinelands Commission on September 9, 2022.
- On September 29, 2022, Governor Murphy nominated Mark Mauriello and Jessica Rittler Sanchez to be members of the Pinelands Commission. Mr. Mauriello would replace Commissioner Gary Quinn, who has served since June 2011, and Ms. Sanchez would fill the vacancy created when Bob Barr resigned from the Commission in 2019. Both nominations require review and confirmation by the Senate Judiciary Committee.



Above: Doug Wallner was sworn in as a member of the Pinelands Commission on September 9, 2022.

1.2 LEGAL AND LEGISLATIVE AFFAIRS

1.2A LEGISLATION

- **S3605/A4707 - Renames the Pinelands Area as the “John McPhee” Pinelands Area** – Both bills have been referred to Committees, the Senate Environment and Energy Committee and the Assembly Environment and Solid Waste Committee, respectively.
- **A4475 - Concerns development of certain large warehouses by requiring county planning board approval for certain development and providing for the installation of solar panels under certain circumstances** - This bill requires, in tandem with a municipality granting preliminary site plan approval, that an application for development of a warehouse first be subject to review by the county planning board of the county within which the warehouse will be situated. The county planning board is to conduct an impact assessment and develop an impact statement as part of the site plan review to ensure that residents and neighboring municipalities do not incur substantial adverse effects from the proposed development. Prior to the approval and issuance of the impact statement, the county planning board is required to conduct a public hearing on the proposed project. Under the bill, a municipality may enter into a lease with the owner of a warehouse approved for construction whereby the municipality may lease the rooftop space of the warehouse for purposes of installing solar panels. A municipality that enters into such a lease is to retain the rights to the solar energy generated by the solar panels. The bill also provides that as a condition of final site plan approval, a municipality is required to confirm that the proposed warehouse meets the criteria of a solar-ready building, as required by current law, and may require the owner of the warehouse to grant an easement to the rooftop space to the municipality for the installation of solar panels.

1.2B STATE RULEMAKING

No updates in September.

1.2C INTERGOVERNMENTAL AGREEMENTS

- **Atlantic County Secondary Impacts Agreement for Interchange 44:** By letter dated August 15, 2022, the County advised that it had acquired 342 of the 356 acres for which it was required to obviate secondary impacts associated with the completion of Interchange 44 of the Garden State Parkway. Additionally, the County requested an additional 12 months to complete acquisition of the remaining 14 acres. A previous extension granted by the Commission on May 8, 2020 had expired on January 7, 2022. The letter also delineated the steps taken by the County since December 2020 to acquire the remaining acreage. Specifically, the County identified 110 privately held lots totaling approximately 95 acres for potential acquisition; sent letters of interest to the assessed owners of these lots; obtained an appraisal for the overall parcel; and commenced title research on these lots. The County also executed agreements of sale with five property owners, including the owner of a 10-acre lot. Commission staff presented the County's extension request and recommended the granting of an additional 20-month extension to the Policy and Implementation Committee at its August 26, 2022 meeting. The Committee agreed with the recommendation and referred the matter to the full Commission for its consideration. The Commission approved the extension at its September 9, 2022 meeting.

- **Atlantic County Lake Lenape Memorandum of Agreement (MOA):** By letter dated July 28, 2022, Atlantic County requested that efforts to amend the 1998 MOA resume so that the old floating dock at Lake Lenape could be replaced with a new floating dock. The County previously discussed its request with the Policy and Implementation Committee in August 2019. For the proposed dock replacement project to move forward, the Commission and the County must agree to an amendment of the 1998 MOA that authorized various development activities within the Western Lake Shore of Lake Lenape Park and required the preservation of lands at the Park through the filing of a Deed of Conservation Restriction. Staff is working with representatives of Atlantic County and intends to bring this matter back to the Committee in November.

1.3 HUMAN RESOURCES

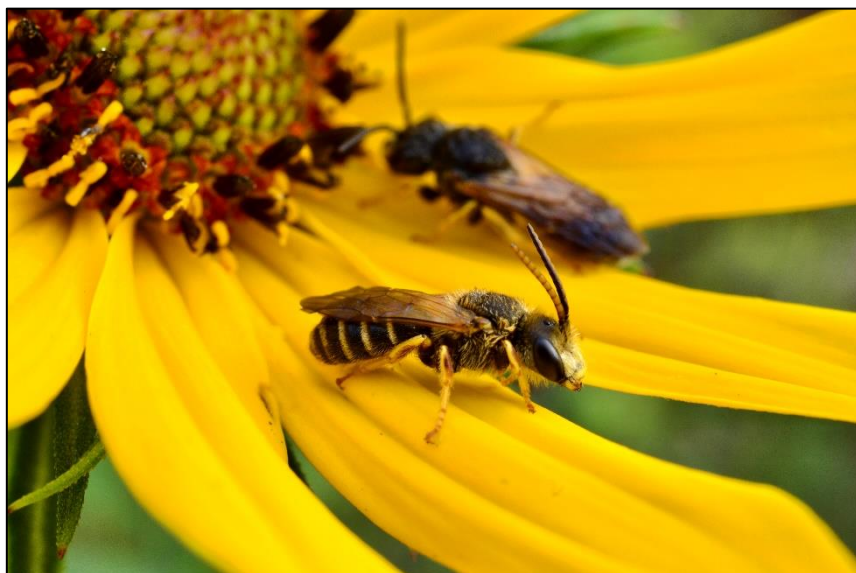
- **Return to Office:** In accordance with the Pinelands Commission Return to the Office plan, all staff began reporting to work at the office on a full-time basis starting January 31, 2022, with weekly COVID-19 testing of unvaccinated employees beginning on April 1st. On August 15, 2022, the Governor's office notified the Commission that as of September 1st, weekly testing would no longer be required.
- **Telework Pilot Program:** In coordination with the Civil Service Commission, the State established a pilot telework program for state employees on April 6, 2022. The pilot program began on July 1, 2022 and will be in effect for one year. Commission staff are successfully continuing to work remotely two days each week in accordance with the pilot program guidelines. The original Pilot Program Order was amended by the Civil Service Commission to allow employees who participated in the Commission's flexible schedule (alternate work week) program prior to April 6, 2022 to also participate in the telework program. Revised applications and policies were created, approved by the Governor's office and implemented in September.
- **Recruitment/Promotions:** Recruitment continues for a Research Scientist. Applicants were scheduled for interviews.
- **NJ Employees Charitable Campaign:** The 2022/2023 NJECC virtual kick off was held September 13, 2022. This year's campaign will run from September 2022 – December 2022.
- **Employee Benefits:** Preparation for Open Enrollment in September has begun. The Virtual Health Benefits Fair kicked off on September 15, 2022. Open enrollment begins October 1, 2022 and ends October 31, 2022.

2 INTERAGENCY COORDINATION

- **Interagency Council on Climate Change (IAC):** A member of the Planning Office staff attended the September 20, 2022 meeting of the IAC. IAC member agencies were notified of a new IAC directive, one that no longer requires the development of *Agency Specific* Resilience Action Plans (RAPs) but instead seeks the development of *Topic Specific* RAPs. The first two topics to be addressed in each agency's RAP include Extreme Health and Community Health. Advisory Groups comprised of individuals with expertise in these two topics are being assembled and will

assist each member agency in the development of their RAPs. RAP templates will also be provided. Final topic specific RAPs are to be completed by October 2023. The Commission's Climate Committee was briefed on this new development at its September 30, 2022 meeting.

- **Barnegat Bay Partnership (BPP):** A member of the Planning Office staff attended the BBP meeting on September 13, 2022 and briefed the BBP on the Commission's proposed CMP amendments addressing water supply management from the Kirkwood-Cohansey aquifer system. BBP members were encouraged to review the draft rule proposal and to submit comments during the public comment period, which is open through November 5, 2022.
- **NJDEP Outdoor Recreation Advisory Committee:** This Committee met twice in September to begin work refining the principles of the upcoming "Outdoor, Together!" recreation plan. The NJDEP is accepting edits and comments to the draft principles through bi-weekly meetings and email with the members of the Committee. Bi-weekly meetings are planned through December.
- **NJDEP coordination meeting:** NJDEP and Commission staff met on September 19, 2022 to review procedures and standards applicable to the placement of dredge spoils on farms and other properties in the Pinelands National Reserve, outside of the state-designated Pinelands Area. A joint field trip to two such sites has been scheduled for late October.
- **Rutgers Cooperative Extension:**
Throughout September, Commission staff members weeded, watered, and maintained the 340-square-foot rain garden that was installed in front of the Richard J. Sullivan (RJS) Center for Environmental Policy & Education on June 28-30, 2022. The garden successfully handled several large rainstorms, and the plants within the garden are blooming profusely, especially the native narrowleaf sunflowers.



Above: Native narrowleaf sunflowers are blooming profusely in the Commission's rain garden, much to the delight of pollinators.

3 PLANNING

3.1 CONFORMANCE ACTIVITY

	Monthly Total	Calendar Year to Date
Master Plans/Ordinances Received		
Adopted	5	82
Drafted or Introduced	5	70
Total ¹	8	113
Substantial Issue Finding ²	0	6
No Substantial Issue Finding	14	46
No Issue Finding	2	14
Total	16	66
Finding Letters Issued³	7	44

3.2 CULTURAL RESOURCE ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Applications Reviewed	11	94
Surveys Required	1	8
Surveys Reviewed	0	5
Certificates of Appropriateness Required	2	4

Notable Activity

- On September 28, 2022, the Pinelands Commission was awarded a \$31,387 Historic Site Management grant from the New Jersey Historic Trust (NJHT) for the preparation of a Preservation Plan document for historic Fenwick Manor. The Plan will assess and prioritize future rehabilitation projects related to Fenwick, including engineering and structural needs as

¹The total accounts for unique master plans and ordinances received (i.e., it does not double count drafted, introduced, or adopted submissions for the same ordinance).

² Ordinances and Master Plans that are found to raise substantial issues with respect to the standards of the CMP require formal review and approval by the full Commission.

³ A single finding letter can pertain to multiple master plans/ordinances from the same municipality.

well as painting, repairs, and scheduled upkeep in the form of a comprehensive, cyclical maintenance plan. A resolution to accept the grant and award a contract for preparation of the Preservation Plan will be on the Commission's October 14, 2022 agenda.

- The Commission's second Archaeology and Anthropology Symposium has been scheduled for November 18, 2022 at the Commission's office. It is being held in honor of Pinelands archaeologist Budd Wilson and will feature seven presentations on a wide variety of topics. Staff created a registration form and drafted a press release to be issued in early October.

3.3 PINELANDS DEVELOPMENT CREDIT (PDC) PROGRAM

Activity	Monthly Total	Calendar Year to Date
PDCs Allocated	0	9.69
PDCs Severed	0	16.0
Acres Protected	0	345.39
PDCs Extinguished	0	0.50
Acres Protected	0	15.82
PDCs Sold	0	44.00
Average Sales Price per PDC	n/a	\$75,204
Average Sales Price per right	n/a	\$18,801
PDCs Redeemed	2.00	8.50

Notable Activity:

- **PDC Redemptions:** 0.25 PDCs were redeemed for the development of two single-family detached dwellings in Egg Harbor Township. 1.75 PDCs (7 rights) were redeemed for the development of 30 townhomes in Medford Township.

3.4 SPECIAL PROJECTS

- **Long-term Economic Monitoring:** The National Park Service notified the Commission that the Task Agreement for federal fiscal year 2022, covering the work period October 1, 2022 to September 30, 2023, was authorized. The Task Agreement work plan for economic and cultural resource programs includes data collection for a five-year update of the Long-Term Economic Monitoring Report, research into the economic impacts or benefits of land preservation and public-access open space in the Pinelands Area, ongoing support of Pinelands Byway activities,

and the Archaeological Symposium to be held in November.

- **Stockton University 2020 Facilities Master Plan:** Staff continued to work with Stockton on the development of a map that clarifies the extent of the conservation area on its Galloway campus, while addressing existing infrastructure needs and replacing any areas that will need to be removed from the Deed of Conservation Restriction as a result. Additionally, staff requested a letter from Stockton identifying how and when it will address outstanding violations that occurred on the campus as a result the College's infrastructure needs. Upon receipt of that information, staff will determine whether any pending development applications can be deemed complete and presented to the Commission for its consideration.

4 REGULATORY PROGRAMS

4.1 APPLICATION ACTIVITY

Activity	Monthly Total	Calendar Year to Date
Pre-Application Conferences	6	85
Certificates of Filing	21	153
Public Development Reports	5	28
Forestry Certificates of Filing	1	4
PDC Letters of Interpretation	0	10
Non-PDC Letters of Interpretation	1	2
MOA Consistency Determinations	1	40
Review of Agency Determinations	60	536

4.2 NOTABLE APPLICATIONS

- **Change in Use, Manchester Township** (App. No. 2003-0047.002): On May 5, 2022, the Commission staff issued an inconsistent Certificate of Filing for a proposed change in use of a portion of an existing restaurant to a retail commercial use and a food bank. The existing and proposed development on the 1.9-acre parcel will be serviced by an existing onsite conventional septic system. The Certificate of Filing indicated that the proposed development was inconsistent with the 2 parts per million (ppm) nitrogen groundwater quality (septic dilution) standard. The issue is resolvable by either servicing the existing building with public sanitary sewer or the replacement of the existing onsite conventional septic system with an onsite wastewater treatment septic system. On August 9, 2022, the Commission staff issued a letter scheduling a public hearing to review the substantial issue raised by a Township site plan approval granted on June 6, 2022 for the proposed change of use. That public hearing is currently scheduled for November 9, 2022.

- **Municipal Building, Tabernacle Township** (App. No. 1993-0010.003): On September 22, 2022, the Commission received an application proposing a two-lot subdivision of a 20-acre parcel fronting on Carranza Road. The parcel is located in a Pinelands Village. The purpose of the subdivision is to create a 1.0-acre lot containing an existing single-family dwelling and a 19-acre vacant lot. The municipality is proposing the development of a new municipal building on the 19-acre vacant lot. The September 22, 2022 submission included a request to schedule a pre-application conference for the proposed municipal building. The Commission staff is currently scheduling the pre-application conference.
- **Residential Development, Jackson Township** (App. No. 1983-5386.002): This application proposes 457 dwelling units and a 24,500 square foot private school. The proposed development was approved by a Consent Order issued by the United States District Court, District of New Jersey. After review of the court-ordered development approval, the Commission staff issued a letter on May 16, 2022, scheduling a public hearing to review the “substantial issues” raised by the proposed development with the stormwater management standard and the 200-foot-wide perimeter forest fire fuel break standard. The Commission staff letter also indicated that the proposed development raised a substantial issue with the residential density standard because notice of the redemption of the required 27.5 Pinelands Development Credits had not yet been submitted to the Commission. On July 8, 2022, the applicant submitted additional information to address the stormwater management standards. On July 25, 2022, the applicant submitted additional information to address the 200-foot-wide perimeter forest fire fuel break standard. By letter dated September 15, 2022, the Commission staff advised that the only remaining issue regarding the proposed development was the redemption of the required Pinelands Development Credits.
- **Landfill Soil Cap and Solar Energy Facility, Berkeley Township** (App. No. 1986-0127.001 & App. No. 1986-0127.015) By letter dated January 22, 2022, the staff provided extensive guidance to the applicant regarding the proposed development. The letter included the requirement to address threatened and endangered (T&E) species and land development violations on the parcel. On January 26, 2022, the staff met with the applicant to discuss the contents of the January 22, 2022 letter. The Commission staff has been advised that two T&E animal species have been identified on or in the immediate vicinity of the approximately 40 acres of forest proposed to be cleared for the proposed landfill soil cap. Full T&E surveys were submitted to the Commission on August 26, 2022. By letter dated September 30, 2022, the Commission staff advised that, as currently designed, both the landfill soil cap and the solar energy facility projects were inconsistent with the T&E species protection standards. The Commission staff letter provided guidance regarding how the two proposed projects could be revised to maintain consistency with the T&E species protection standards.
- **Recreation Trails, Pemberton Township** (App. No. 1982-3181.008): A site inspection of the proposed trails was conducted by our staff and representatives of the applicant on January 14, 2022. The trails are proposed to be located primarily in wetlands and the required buffer to wetlands. On February 18, 2022, the Commission staff received a request to meet to discuss what materials could be used to surface trails in wetlands and the required buffer to wetlands. By letter dated February 28, 2022, the Commission staff advised of the information that must be provided for the staff to determine whether various trail surfacing materials identified by the applicant would be consistent with CMP wetlands protection standards. On June 10, 2022, the

Commission received additional information addressing how the proposed trails could be constructed consistent with the Commission's wetlands protection standards. By letter dated September 13, 2022, the Commission staff advised that the proposed stone surfacing of existing trails located in the required buffer to wetlands was not consistent with wetland protection standards. On September 23, 2022, the Commission staff met with the Township Administrator and a representative of the Pinelands Preservation Alliance to further discuss the issue. The proposed stone surfacing of trails to allow for wheelchair access was extensively discussed. A follow up meeting is scheduled for October 14, 2022 to further discuss the issue.

- **Single Family Dwelling, Lacey Township** (App. No. 2021-0038.001): This application proposes the development of one single family dwelling on a 1.75-acre lot. A T&E animal species survey was completed and submitted to the Commission on August 10, 2022. The survey identified the presence of a threatened animal species on the lot. After completion of that review, on September 12, 2022, the Commission staff issued a letter indicating that the proposed development was inconsistent with the T&E species protection standard. The letter further indicated that the proposed development would require a Waiver of Strict Compliance from the T&E species protection standard. At the request of the applicant, on September 26, 2022, the Commission staff issued an Inconsistent Certificate of Filing for the proposed development. The Certificate of Filing indicated that receipt of any county or municipal permits or approvals for the proposed dwelling would probably result in the Commission staff scheduling a public hearing to review the consistency of the proposed development with the T&E species protection standard. On September 22, 2022, the applicant submitted additional T&E species information. That information is currently under review.

4.3 OTHER ITEMS OF INTEREST

- On September 14, 2022, the Commission staff met with representatives of the New Jersey Department of Transportation (NJDOT). The purpose of the meeting was to improve coordination of application reviews when development is proposed in a state highway right-of way. Such development can include stormwater management basins, parking areas and utility extensions. NJDOT is reviewing the matter to determine a process for applicants to provide the agency with notice upon initiation of an application with the Pinelands Commission. Regardless of such notice, all NJDOT permits and approvals must still be obtained by an applicant.

4.4 OFF-ROAD VEHICLE EVENT APPROVALS

- **Application # 2005-0459.036**
Meteor Motorcycle Club
Approval Issued: 9/28/2022
Event Name: Fall Brawl
Event Date: October 15 and 16, 2022
Municipality: Maurice River Township
Lands Utilized: Ormond Farms located on Hesstown Road
Route Length: 12 miles

SCIENCE

5.1 ENVIRONMENTAL MONITORING

- **Water Level Monitoring:** In September, Communications staff measured water levels at forest plots and ponds in the Commission network of long-term monitoring sites. All of the ponds were dry. This work is completed each month with assistance from the Communications Office.

5.2 LONG TERM STUDIES

- **King Snake Study:** In September, Science and Herpetological Associates (HA) staff continued to track 23 king snakes in several different study areas. Several king snakes began to move towards their known den locations.
- **Joint Corn Snake Study:** In September, Science and HA staff continued to monitor the nest area drift fence array for animals found under the wood and metal cover and in box traps established along the drift fence. Eggs from the six gravid female corn snakes that laid eggs in the laboratory hatched and the hatchlings were weighed, measured, sexed, and tagged with a passive integrated transponder (PIT) for future identification. A group of hatchlings was retained in the laboratory to conduct behavior experiments with during the winter and will be released in the spring of 2023 as head started hatchlings. Part of this study is to compare various aspects of head started hatchlings to cold release hatchlings, which are released in the fall after they hatch.
- **Rare Snake Monitoring:** Science staff continued to radio track snakes as part of this monitoring project. At the end of September, 17 corn snakes, 10 pine snakes, and 2 hognose snakes were being tracked. The goal for the remainder of the year is to locate the winter hibernacula for each snake.

Eggs from gravid corn snakes, a gravid hognose, and a pine snake nest that was excavated from a study site were incubated and hatched in the laboratory. The hatchlings were weighed, measured, sexed, and PIT tagged and subsequently released at the nest sites for future population monitoring.

- **Box Turtle Study:** Science staff captured two new box turtles in September and outfitted them with radio transmitters. Staff replaced old transmitters on several box turtles.

5.3 OTHER ITEMS OF INTEREST

- Science staff led a Temple University ecology class to demonstrate radio telemetry and discuss radio tracking box turtles and rare Pinelands snakes.

6 COMMUNICATIONS

6.1 COMMUNICATIONS & PUBLICATIONS

- **Website:** The Pinelands Commission's website was viewed 13,102 times in September 2022.
- **Inquiries/Correspondence:** The Communications Office received and responded to 63 inquiries from the public in September, including phone calls, e-mails, and media inquiries.
- **Press Release:** Staff prepared and issued a press release regarding the passing of former Governor Jim Florio on September 26, 2022.

6.2 EVENTS, OUTREACH & INTERPRETIVE PROGRAMS

- **Science Office Assistance:** A member of the Communications Office assisted the Science Office by measuring water levels on September 1 and 2, 2022.
- **Pinelands Summer Short Course:** Staff continues to plan the 33rd annual Pinelands Short Course, which will be held on March 11, 2023.
- **Pinelands-themed World Water Monitoring Challenge:** Staff continues to plan the fall version of the daylong, educational event, which will be held at Batsto Lake on October 21, 2022.
- **Public Education Programs:**

A member of the Communications Office delivered presentations on Flora and Fauna of the Pinelands for the Whiting Garden Club and at the Waterford Library on September 7 and 8, 2022.
- **Pinelands Speaker Series Webinars:** Throughout September, staff continued to plan and promote a Moth Night that will be held at the Commission's headquarters from 7 p.m. to 9:30 p.m. on October 5, 2022. The evening will begin with an indoor presentation that will be delivered by Ann-Marie Woods, who is a photographer, naturalist, and moth expert. After the presentation and as darkness falls, attendees will go outside. Screens and powerful lamps will be set up in various locations to draw moth species in for attendees to photograph and record. Ms. Woods will circulate through the



Above: Commission staff shared 67 photos on its Instagram site in September, including this photo of cranberries being harvested at Whitesbog Village.

screened areas, providing information about moths, natural resources, and relating her experiences and stories. The moths will be identified, and a list of the species observed will be available after the event.

- **Social Media Enhancements:** In September, staff shared 67 photos on the Commission's Instagram site and 55 tweets on Twitter. Three photos taken by Commission staff were featured on other Instagram sites in September, thereby reaching more than 24,000 additional accounts and helping to increase the Commission's number of followers. The Commission gained the 1,000th subscriber to its YouTube Channel in September.

7 INFORMATION SYSTEMS

- **Pinelands Commission Information System Upgrades:** The Pinelands Commission Information System (PCIS) is the internal system of record for all applications to the Pinelands and associated transactions. Staff provided desktop support, implemented enhancements and bug fixes. Staff added features to the Documents Sent report to make it more useful in tracking response times. Additional features were added to the Local Conformance System (LCS) system. Staff held a meeting with Regulatory Programs to gather requirements for a tool to streamline meeting packet generation.
- **Cybersecurity:** Vigilance to protect the internal networks, hardware, and data of the Pinelands Commission is critical in today's networked world. The Information Systems office participated in the monthly call hosted by the New Jersey Cybersecurity & Communications Integration Cell (NJCCIC). Staff completed migration of all accounts to NJCCIC compliant password policies and confirmed full compliance with dual factor authentication.
- **Permanent Land Protection (PLP) Data System:** The PLP system manages the data related to all the preserved land in the Pinelands National Reserve. Staff supported the Planning Office in maintaining PLP records.
- **Pinelands Development Credit Bank:** The Pinelands Development Credit (PDC) Bank utilizes custom software to manage all operations including tracking data and issuing certificates. Staff met with the Planning Office to review new features and enhancements required for the PDC Bank system. Staff completed work on the PDC Demand Analysis report.
- **Technology Enhancements:** Staff members continually evaluate emerging technologies for how they can impact or enhance the office environment. Staff configured and distributed the new laptops for the NJ Telework Pilot Program. Staff participated in ongoing systems redesign meetings with necessary stakeholders for all internal information systems. The meetings held so far focused on the following systems: PDC Bank and MOA/MOU tracking systems. Staff held several virtual meetings with Microsoft and the New Jersey Office of Information Technology to determine the features and availability of Microsoft Teams Voice.

8 BUSINESS OFFICE

8.1 FINANCIAL MANAGEMENT

- **Application Fees:** September 2022, Net Total: \$131,368.71; Fiscal Year to Date Total: \$300,585.81.

8.2 FACILITIES MANAGEMENT

- Acting Executive Director Susan R. Grogan, Business Manager Jessica Lynch, and Maintenance Technician John Keys received a demonstration of Mean Green's electric lawn mowers. John Keys test drove two electric commercial lawn mower units.