



Agenda Date: 3/23/22  
Agenda Item: 9A

**STATE OF NEW JERSEY**  
**Board of Public Utilities**  
44 South Clinton Avenue, 1<sup>st</sup> Floor  
Post Office Box 350  
Trenton, New Jersey 08625-0350  
[www.nj.gov/bpu/](http://www.nj.gov/bpu/)

IN THE MATTER OF THE BOARD OF PUBLIC ) ORDER  
UTILITIES' DESIGNATION OF AN ACTING )  
SECRETARY AND ACTING RECORDS CUSTODIAN )  
BEGINNING APRIL 1, 2022 ) NON-DOCKETED MATTER

BY THE BOARD:<sup>1</sup>

After approximately 33 years of service to the Board, Aida Camacho-Welch, Secretary of the Board, will retire on April 1, 2022, leaving the positions of Secretary and Custodian of government records vacant.

The law provides guidance regarding whom the Board may designate as Secretary. Board Secretary is defined as, "the Secretary, Assistant Secretary or any other person duly authorized to act in such capacity by the Board." N.J.A.C. 14:1-1.3. Further, the law specifically provides that in the absence of a Secretary, the "assistant secretary shall keep full and correct minutes of all the transactions and proceedings of the board and perform the other duties required of him. He shall be the official reporter of the proceedings of the board." N.J.S.A. 48:2-4.

Additionally, pursuant to N.J.S.A. 47:1A-1.1, to oversee public access to documents under the Open Public Records Act ("OPRA"), a custodian must be "officially designated by formal action of that agency's director or governing body, as the case may be."

**DISCUSSION AND FINDINGS**

In accordance with the aforementioned rules and regulations, Carmen Diaz, Assistant Secretary, will assume the position of Acting Board Secretary. Accordingly, beginning April 1, 2022, the Board **HEREBY DESIGNATES** Assistant Secretary Carmen Diaz as Acting Board Secretary with the authority to perform the duties of Secretary as delineated in N.J.S.A. 48:2-4.

Additionally, beginning April 1, 2022, the Board **FURTHER DESIGNATES** Assistant Secretary Carmen Diaz to assume the role of Acting Custodian for purposes of overseeing the public's access to documents under OPRA pursuant to N.J.S.A. 47:1A-1.1.

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<sup>1</sup> Commissioner Robert M. Gordon did not participate.

This Order shall take effect immediately and the Board **HEREBY DIRECTS** that this Order be posted on the Board's website.

DATED: March 23, 2022

BOARD OF PUBLIC UTILITIES  
BY:

  
JOSEPH L. FIORDALISO  
PRESIDENT

  
MARY-ANNA HOLDEN  
COMMISSIONER

  
DIANNE SOLOMON  
COMMISSIONER

  
UPENDRA J. CHIVUKULA  
COMMISSIONER

ATTEST:   
AIDA CAMACHO-WELCH  
SECRETARY