

**UNION COUNTY WORKFORCE INVESTMENT BOARD**

**YOUTH INVESTMENT COUNCIL**

**UNION COUNTY COLLEGE, ELIZABETH CAMPUS KELLOGG BUILDING, 5<sup>TH</sup> FLOOR CONFERENCE ROOM**

**1:00 P.M. MONDAY, JANUARY 27, 2014**

**MEETING AGENDA**

- I. Call to Order .....Dr. Margaret McMenamim, Co-Chair  
Mr. Peter Capodice, Co-Chair
- II. Introductions
- III. Background / Overview
- IV. PY 2013 WIA Youth Program Awards.....Antonio Rivera
- V. Youth Investment Council Strategic Plan
- VI. New Business
- VII. Next Meeting
- VIII. Adjournment

**Union County Workforce Investment Board**  
**Youth Investment Council Meeting**  
**Union County College, Elizabeth Campus, Kellogg Building, 5<sup>th</sup> Floor Conference Room**  
**1:00 pm Monday, January 27, 2014**

**Committee Members Present**

Dr. Margaret McMenamin, Union County College (Co-Chair)  
Mr. Peter Capodice, Union County Vocational Technical Schools (Co-Chair)  
Pamela Capaci, Prevention Links  
Rossi Jackson, One-Stop Career Center, Elizabeth Office Manager (Designee for MaryAnn Anderson)  
Eileen Leahey, PSE&G  
Anadir Liranzo, Omega Maintenance Corp.

**Committee Members Absent**

MaryAnn Anderson, One-Stop Manager  
Anna Belin-Pyles, Plainfield Board of Education  
Noel Christmas, Utilities Workers Union of America, Local 601  
Philip Connelly, Kean University  
Charles Gillon, Division of Social Services  
Daryl Hatchett, Youth Services Commission  
Leila Hosseini, Division of Vocational Rehabilitation Services  
Kathleen Serafino, Office of the Union County Superintendent of Schools

**Guests**

Dr. Stephen Nacco, Union County College

**Staff**

Antonio Rivera, Director, Workforce Investment Board  
Philip Kandl, Staff, Workforce Investment Board

**Meeting Summary**

The meeting was called to order by Dr. Margaret McMenamin. Dr. McMenamin welcomed all attendees and self introductions followed. Dr. McMenamin explained the importance of the Youth Investment Council, central being its oversight responsibility for youth initiatives.

Mr. Rivera gave a brief background on the history of the Youth Investment Council and member expectations. Mr. Rivera reported that the Youth Investment had not met for sometime due to restructuring at the County. Mr. Rivera stated that oversight of the WIB had changed and this was the time to move forward with the youth agenda.

The meeting package included a youth program report with brief descriptions of the PY 2013 WIA Youth program awards. There were five (5) youth programs awarded funding totaling \$457,000 for PY 2013. A

total of seven (7) proposals were received in response to the Request for Proposal solicitation. Discussion ensued regarding the procurement process for programs and services. Mr. Rivera indicated that this was an unusual year. The County issued the RFPs later than usual and to provide year-round programming the contract period was extended until December 31, 2014. The next round of funding for youth services would be for Program Year 2014 (July 1, 2014 – June 30, 2015).

Dr. McMEnamin indicated that the way going forward was to have the Youth Investment Council target resources and develop priorities for youth programs and services.

There was a discussion regarding the Youth Investment Council's role and authority. Mr. Rivera indicated that he would send out the previous youth plan and related information. Dr. McMEnamin stated that the Council had two main functions: (1) oversight of youth programs and services and (2) strategic planning to determine what the broad initiatives were and how to best coordinate our efforts with the state.

To assess youth programming, it was suggested that the Committee visit the youth program sites. The committee recommended that programs awarded funding should be required to make a presentation before the Youth Investment Council.

The Council agreed to meet quarterly and scheduled the next meeting for March 24<sup>th</sup> to review the draft RFP. The Council recommended that the County issue a press release that included anticipated funding and period of performance to increase program marketing and vendor outreach.

Meeting schedule for 2014:

- 1:00 p.m. March 24<sup>th</sup>
- 1:00 p.m. June 23<sup>rd</sup>
- 1:00 p.m. September 22<sup>nd</sup>
- 1:00 p.m. December 22<sup>nd</sup>

The next meeting: 1:00 p.m. March 24, 2014.

Meeting adjourned at 2:04 P.M.