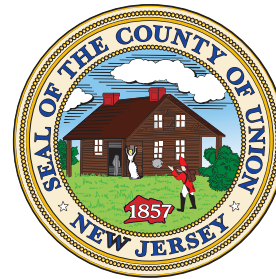


# Welcome to the Public Meeting of the Union County Workforce Development Board

Friday, November 13, 2015, 9:00AM, Union County College, Executive Education Center  
1033 Springfield Avenue, Cranford, New Jersey

**MOHAMED S. JALLOH, FREEHOLDER CHAIRMAN**  
**SERGIO GRANADOS, FREEHOLDER LIAISON**



GLENN NACION, CHAIR  
CARLOS VALDES, VICE CHAIR  
ERICH PETER, SECRETARY  
KEVIN LYNOTT, CHAIR EMERITUS

ALFRED FAELLA, COUNTY MANAGER  
WILLIAM REYES, JR., DEPUTY COUNTY MANAGER  
FRANK GUZZO, DIRECTOR, DEPARTMENT OF HUMAN SERVICES  
ANTONIO RIVERA, MSW, WDB DIRECTOR  
JEAN KOSZULINSKI, AMERICAN JOB CENTERS DIRECTOR

# I. CALL TO ORDER

**GLENN NACION, CHAIRMAN**



## II. OPEN PUBLIC MEETINGS ACT

### ELIZABETH PASKEWICH

The Chair wishes to announce that, pursuant to the requirements of N.J.S.A. 10:4-10 of the Open Public Meetings Act, adequate notice of this meeting of the Union County Workforce Development Board has been given by mailing the year 2015 annual meeting schedule to the newspapers circulating within the County of Union and designated to receive such notice, and by posting the Year 2015 annual meeting schedule in the County Court House and by filing the year 2015 annual meeting schedule with the Office of the County Clerk.

## II. OPEN PUBLIC MEETINGS ACT

### ELIZABETH PASKEWICH

Furthermore, the Chair wishes to announce that adequate notice of the location of this meeting has been given by providing at least forty-eight hour notice to the newspapers circulating within the County of Union and designated to receive such notice and by posting the said notice at least forty-eight hours prior to this meeting in the Court House and by filing the notice at least forty-eight hours in advance of this meeting with Office of the County Clerk. The Chair requests that the above statement be entered in full in the minutes of this meeting.

# III. ROLL CALL

**ELIZABETH PASKEWICH**



# **IV. APPROVAL OF THE SEPTEMBER 18, 2015 MINUTES**

**GLENN NACION, CHAIRMAN**

## **ACTION REQUIRED**



# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW



## **V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW**

**Cost  
Allocation  
Plan**

**Budget  
Summary  
Format**

**Pending  
Requests  
for  
Proposals**

**SETC 15 Point  
Recertification  
Process**

**2016 WDB  
Goals**



# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

## Cost Allocation Plan

UNION COUNTY  
Workforce Development Board



Cost Allocation Plan  
PY 2015

DRAFT

Antonio Rivera, MSW, Director  
10 Elizabethtown Plaza, 4<sup>th</sup> FL.  
Elizabeth, New Jersey 07207

UNION  
COUNTY  
Workforce  
Development  
Board



# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

## Cost Allocation Plan

UNION COUNTY  
Workforce Development Board



Antonio Rivera, MSW, Director  
10 Elizabethtown Plaza, 4<sup>th</sup> FL.  
Elizabeth, New Jersey 07207



## PURPOSE OF CAP

To establish written methods and procedures by which the WDB and AJC allocates costs to the funding sources.

## Union County WDB Funding Sources

- 🍏 Workforce Investment Act
- 🍏 Workforce Innovation & Opportunity Act
- 🍏 WorkFirst New Jersey Funds
- 🍏 Workforce Learning Link
- 🍏 Workforce Development Partnership

## V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

**Cost  
Allocation  
Plan**

### **T H R E E   I M P O R T A N T Q U E S T I O N S   O F   A N Y   C A P :**

**ONE**

How does the organization assign **staffing costs**?

## V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

**Cost  
Allocation  
Plan**

### **T H R E E   I M P O R T A N T Q U E S T I O N S   O F   A N Y   C A P :**

#### **ONE**

How does the organization assign **staffing costs**?

#### **TWO**

How does the organization assign **operating expenses** to funding sources?

## V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW



**Cost  
Allocation  
Plan**

### **T H R E E   I M P O R T A N T Q U E S T I O N S   O F   A N Y   C A P:**

#### **ONE**

How does the organization assign **staffing costs**?

#### **TWO**

How does the organization assign **operating expenses** to funding sources?

#### **THREE**

How does the organization assign **training costs** to funding sources?

# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

## Cost Allocation Plan

**APPROVED  
RESOLUTION  
NO. 04-2015  
ON 9/18/2015**

## THE PROPOSED UCCAP PLAN:

**ONE**

How does the organization  
assign **staffing costs**?

Workforce Innovation and Opportunity Act (WIOA)  
Time Allocation & Salary Certification Form (Required Under OMB Circular A-87)

**Instructions:** This form is to be completed by the employee subsequent to the bi-weekly pay period indicated, not prior.

DEPARTMENT \_\_\_\_\_ DIVISION \_\_\_\_\_

EMPLOYEE NAME \_\_\_\_\_ EMPLOYEE TITLE \_\_\_\_\_

PAY PERIOD DATES \_\_\_\_\_ SUPERVISOR'S NAME \_\_\_\_\_

FUNDING	HOURS	FUNDING	HOURS	FUNDING	HOURS	FUNDING	HOURS	TOTAL HOURS
WIOA Adult		WFNJ TANF		WLL Case Management		County		
WIOA I/S Youth		WFNJ GA		WLL Instruction		Non-County		
WIOA O/S Youth		WFNJ Case Management		WDP				
WIOA DW		WFNJ WDP		WDP Counselor				
		WFNJ Work Verification						
<b>TOTAL</b>		<b>TOTAL</b>		<b>TOTAL</b>		<b>TOTAL</b>		<b>70</b>

I hereby certify that the information contained in this **Time Allocation & Salary Certification Form** accurately reflects 100% of my actual time and effort distribution for the pay period referenced above, as indicated.

EMPLOYEE SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

SUPERVISOR SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

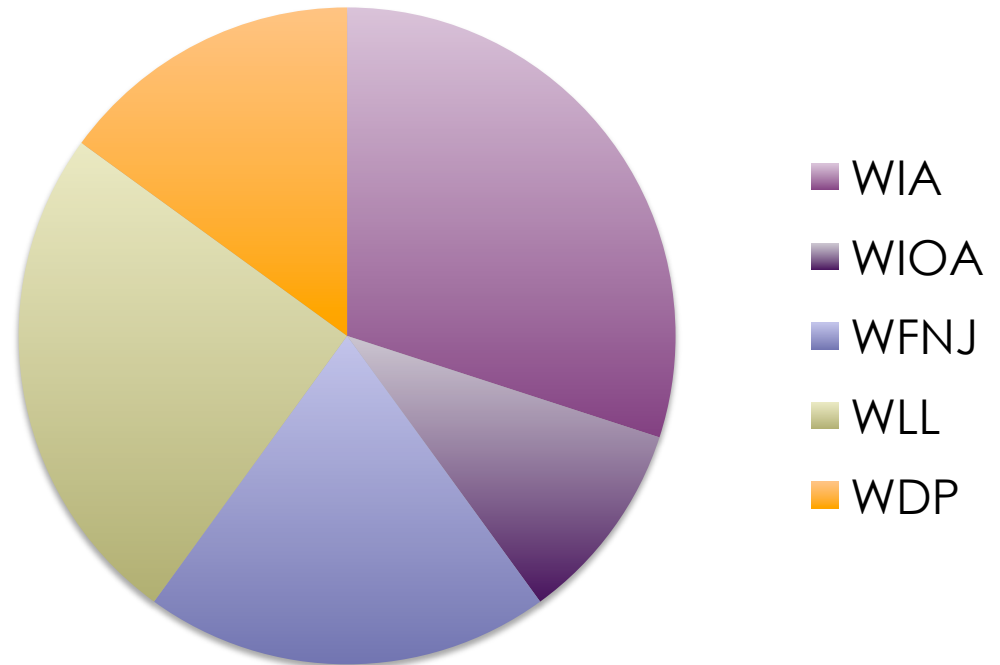
## Cost Allocation Plan

### THE PROPOSED UCCAP PLAN:

#### TWO

How does the organization assign **operating expenses** to funding sources?

Prorated Among Funding Streams



#### THREE

How does the organization assign **training costs** to funding sources?

**V. WDB DIRECTOR'S REPORT  
ANTONIO RIVERA, MSW**

**A P P R O V E D  
R E S O L U T I O N  
N O . 0 4 - 2 0 1 5  
O N 9 / 1 8 / 2 0 1 5**

**Budget  
Summary  
Format**

PROVIDE AN  
U D A T E D  
B U D G E T  
R E P O R T A T  
**EVERY WDB  
M E E T I N G**



# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

**A P P R O V E D  
R E S O L U T I O N  
N O . 0 4 - 2 0 1 5  
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PROVIDE AN  
U D A T E D  
B U D G E T  
R E P O R T A T  
**EVERY WDB  
M E E T I N G**

**G O A L :  
S I M P L I E D  
B U D G E T  
R E P O R T**

# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

**A P P R O V E D  
R E S O L U T I O N  
N O . 0 2 - 2 0 1 5  
O N 9 / 1 8 / 2 0 1 5**

**Pending  
Requests  
for  
Proposals**

## PENDING RFPS

FUNDING	CUSTOMERS	AMOUNT	PROGRAM
WIOA	ADULT & DISLOCATED WORKERS	<b>\$700,000.00</b>	ON THE JOB TRAINING
			SOFT SKILLS
			JOB DEVELOPMENT
WIOA	IN-SCHOOL YOUTH	<b>\$60,000.00</b>	TRAINING AND JOB PLACEMENT
			14 PROGRAM ELEMENTS
WIOA	OUT-OF-SCHOOL YOUTH	<b>\$580,000.00</b>	TRAINING AND JOB PLACEMENT
			14 PROGRAM ELEMENTS

# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

## **DELAYED BY:**

WIOA REGULATORY CHANGES  
STRATEGIC PLANNING PROCESS

**Pending  
Requests  
for  
Proposals**

## **PENDING RFPS**

<b>FUNDING</b>	<b>CUSTOMERS</b>	<b>AMOUNT</b>	<b>PROGRAM</b>
WIOA	ADULT & DISLOCATED WORKERS	<b>\$700,000.00</b>	ON THE JOB TRAINING
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			JOB DEVELOPMENT
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			14 PROGRAM ELEMENTS
WIOA	OUT-OF-SCHOOL YOUTH	<b>\$580,000.00</b>	TRAINING AND JOB PLACEMENT
			14 PROGRAM ELEMENTS

# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

1. BOARD MEMBERSHIP LIST
2. APPROVED WDB BUDGETS
3. ANNUAL REPORTS
4. MINUTES
5. ACTIVE WEBSITE
6. ACTIVE COMMITTEES
7. UPDATED BY-LAWS
8. BOARD DIRECTORY AND POLICIES
9. MOU BETWEEN WDB & FREEHOLDERS

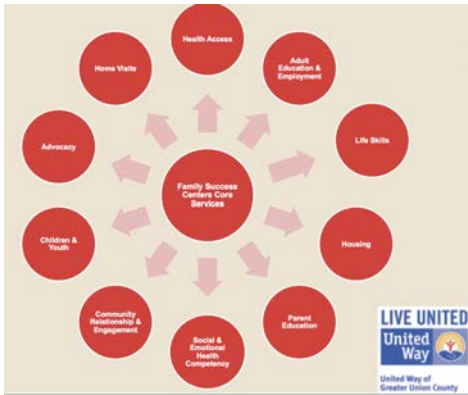
## **SETC 15 Point Recertification Process**

10. WDB DESIGNATION OF AJC OPERATOR
11. MOU BETWEEN AJC OPERATOR, WDB & AJC PARTNERS
12. ANNUAL EVALUATION OF AJC
13. STRATEGIC PLAN
14. PASSING LOCAL PERFORMANCE MEASURES
15. IDENTIFICATION OF YOUTH BARRIERS



# V. WDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW

## SYSTEMS SYNCHRONICITY 2016



**Youth Consortium**

## Jobseeker Services



**WDB Recertification**



**B2B Networking Events**

**2016 WDB Goals**

**UNION COUNTY  
WORKFORCE  
INNOVATION  
BUSINESS CENTER**



# V.A. WORKFORCE INNOVATION BUSINESS CENTER ISAIAS RIVERA

## Union County Workforce Innovation Business Center

Report  
September -November 2015



# WIBC Partnerships

**Marshalls.**  
Shop On.



 **Ahold**



## Marshalls Project

- ▶ **FINAL OVERVIEW**

- ▶ Total Hires: **86**
- ▶ Pre-screening
- ▶ Recruiting
- ▶ Facility use after hours
- ▶ Info sessions
- ▶ Interviews





## Year to Date Report

July 2014 - Present, the WIB Center has accomplished the following:

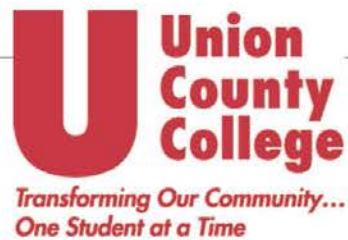
- ▶ **1101 Job Orders obtained**
- ▶ **396 Job Orders Filled**
- ▶ **232 other updated job reports**
  
- ▶ **Total of 628 Jobs Year to Date.**

Many more jobs to come...



# V.A. WORKFORCE INNOVATION BUSINESS CENTER ISAIAS RIVERA

**Thank you for your Commitment  
to Support  
Union County's Workforce!**



# V.B. QUANTITATIVE REPORT

PHIL KANDL



# Common Measures

PY 2015 - County of Union American Job Centers (Data as of 10/18/15)

Most Recent Registration Date: September 30, 2015

Most Recent Exit Date: September 30, 2015

	Actual	LWIA Plan	% LWIA Achieved
<b>Numerator Adult Entered Employment</b>	<b>18</b>		
<b>Denominator Adult Entered Employment</b>	<b>35</b>		
<b>Adult Entered Employment</b>	<b>51.4%</b>	<b>89.8%</b>	<b>57.3%</b>
<b>Numerator Adult Retention</b>	<b>33</b>		
<b>Denominator Adult Retention</b>	<b>46</b>		
<b>Adult Retention</b>	<b>71.7%</b>	<b>89.2%</b>	<b>80.4%</b>
<b>Numerator Adult Average Earnings</b>	<b>\$309,674</b>		
<b>Denominator Adult Average Earnings</b>	<b>32</b>		
<b>Adult Average Earnings</b>	<b>\$9,677</b>	<b>\$14,306</b>	<b>67.6%</b>
<b>Numerator DW Entered Employment</b>	<b>26</b>		
<b>Denominator DW Entered Employment</b>	<b>44</b>		
<b>DW Entered Employment</b>	<b>59.1%</b>	<b>91.1%</b>	<b>64.9%</b>
<b>Numerator DW Retention</b>	<b>30</b>		
<b>Denominator DW Retention</b>	<b>36</b>		
<b>DW Retention</b>	<b>83.3%</b>	<b>91.6%</b>	<b>91.0%</b>
<b>Numerator DW Average Earnings</b>	<b>\$376,496</b>		
<b>Denominator DW Average Earnings</b>	<b>26</b>		
<b>DW Average Earnings</b>	<b>\$14,481</b>	<b>\$16,536</b>	<b>87.6%</b>
<b>Numerator Youth Placement Employment / Education</b>	<b>7</b>		
<b>Denominator Youth Placement Employment / Education</b>	<b>54</b>		
<b>Youth Placement Employment / Education</b>	<b>13.0%</b>	<b>82.6%</b>	<b>15.7%</b>
<b>Numerator Youth Degree / Certificate</b>	<b>10</b>		
<b>Denominator Youth Degree / Certificate</b>	<b>42</b>		
<b>Youth Attainment of Degree / Certificate</b>	<b>23.8%</b>	<b>78.8%</b>	<b>30.2%</b>
<b>Numerator Literacy / Numeracy Gains</b>			
<b>Denominator Literacy / Numeracy Gains</b>			
<b>Literacy / Numeracy Gains</b>		<b>83.2%</b>	

Data From America's One-Stop Operating System Accessed Through FutureWork Systems

Data Can Be Accessed at: <http://www.wiadashboard.org/default.asp>

# COMMON MEASURES

PY 2015 - Workforce Development Areas Statewide - American Job Centers (Data as of 10/18/15)

Most Recent Registration Date: September 30, 2015

Most Recent Exit Date: September 30, 2015

	Adult Entered Employment	Adult Retention	Adult Avg Earnings	DW Entered Employment	DW Retention	DW Avg Earnings	Youth Placement	Youth Degree	Literacy Numeracy
All Providers	69.2%	77.8%	\$12,952	76.0%	81.1%	\$16,902	49.2%	43.9%	51.8%
Atlantic-Cape May WIB	57.1%	78.4%	\$10,945	75.5%	76.2%	\$11,907		33.3%	
Bergen County WIB	40.0%	52.6%	\$9,392	73.7%	77.0%	\$20,102	47.6%	62.5%	34.4%
Burlington County WIB	66.7%	56.5%	\$12,166	82.9%	81.3%	\$16,529	53.8%	28.6%	
Camden County WIB	83.3%	89.5%	\$14,269	87.5%	94.4%	\$19,593	69.0%	50.0%	57.1%
Cumberland-Salem County WIB	86.0%	74.6%	\$10,359	88.2%	80.8%	\$14,745	55.6%	33.3%	
Essex County WIB	59.1%	65.0%	\$10,366	41.0%	81.0%	\$17,447	40.0%		
Gloucester County WIB	85.0%	95.8%	\$15,335	82.1%	94.1%	\$12,623		100.0%	50.0%
Greater Raritan WIB	70.0%	88.9%	\$26,334	72.2%	86.7%	\$26,379	100.0%	80.0%	85.7%
Hudson County WIB	65.4%	75.0%	\$9,911	62.5%	70.0%	\$12,942	52.9%	100.0%	47.4%
Jersey City	73.5%	81.8%	\$12,154	33.3%	71.4%	\$21,430			
Mercer County WIB	75.0%	50.0%	\$9,625	85.7%	68.2%	\$21,718	100.0%	75.0%	50.0%
Middlesex County WIB	68.4%	79.4%	\$13,442	77.4%	75.0%	\$20,520	64.0%	66.7%	75.0%
Monmouth County WIB	72.4%	83.3%	\$12,082	68.6%	78.9%	\$17,893	50.0%		91.3%
Morris-Sussex-Warren WIB	55.2%	89.7%	\$19,031	86.5%	90.3%	\$23,241	90.0%	85.7%	85.0%
NewarkWORKS Newark WIB	77.6%	67.5%	\$10,970	82.2%	78.1%	\$9,669	100.0%		
Ocean County WIB	94.7%	78.9%	\$14,827	93.3%	89.7%	\$16,058	100.0%	88.9%	87.9%
Passaic County WIB	72.7%	90.7%	\$10,640	85.7%	93.1%	\$16,551	60.0%		
Union County WIB	51.4%	71.7%	\$9,677	59.1%	83.3%	\$14,481	13.0%	23.8%	
Rapid Response				100.0%	100.0%	\$18,497			

Data From America's One-Stop Operating System Accessed Through FutureWork Systems

Data Can Be Accessed at: <http://www.wiadashboard.org/default.asp>

# VI. AMERICAN JOB CENTERS DIRECTOR'S REPORT

JEAN KOSZULINKSI



# VII. COMMITTEE REPORTS

**GLENN NACION, CHAIRMAN**



# VIII. OLD BUSINESS

**GLENN NACION, CHAIRMAN**





# IX. NEW BUSINESS

**GLENN NACION, CHAIRMAN**



## **X. WDB MEETING SCHEDULE**

**9:00AM      FRIDAY, FEBRUARY 19, 2016**

9:00AM      FRIDAY, APRIL 15, 2016

9:00AM      THURSDAY, JUNE 16, 2016

9:00AM      FRIDAY, SEPTEMBER 16, 2016

9:00AM      FRIDAY, NOVEMBER 4, 2016

### **LOCATION**

**Union County College  
Executive Education Center**

**1033 Springfield Ave, Cranford, New Jersey**

## **XI. ADJOURNMENT**