

**COUNTY OF UNION  
WORKFORCE INVESTMENT BOARD  
FEBRUARY 17, 2011  
ATTENDANCE**

**Board Members Present:**

Kevin Lynott, AGL Resources/Elizabethtown Gas  
MaryAnn Anderson, One Stop Director  
Dr. Thomas Bistocchi, Union County Vocational & Technical Schools  
Donna Dedinsky, Wakefern Food Corporation  
Pat Dobson-Plainfield One Stop  
Liz Garcia, INFINEUM U.S.A.  
Charles Gillon, U C Division of Social Services  
Jacques Howard, City of Plainfield-Dept. of Economic Development  
Dr. Margaret McMenamin, Union County College  
Bette Jane Kowalski, Union County Board of Chosen Freeholders  
Glenn Nacion, Trinitas Regional Medical Center  
John Perry, Council for Airport Opportunities  
Erich Peter, Union County Economic Development Corp.  
Myrna Pinckney, NJ Div. of Vocational Rehabilitation  
Desiree Ramos, Port Authority of NY&NJ  
Carlos Valdes, Comcast

**Board Members Absent:**

Anna Belin-Pyles, Interim Superintendent of Plainfield Public Schools  
Phil Connelly, Kean University  
Sam Crane, Crane Consulting  
Frank Lehr, Frank H. Lehr Associates  
James Horne Jr., United Way of Greater Union county  
Anna Lustenberg, Verizon  
John Malcolm, Iron Workers Local 480  
Sandra McLachlan for Ray Wuertz, Conoco Phillips  
Edward Zarnock, Union County Central Labor Council

**County of Union:**

Frank Guzzo, Director, Dept. of Human Services  
Antonio Rivera, Director, Workforce Investment Board  
Phil Kandl, WIB Assistant  
Charlene Smith, Division of Workforce Development Operations  
Gina Tuesta, Workforce Investment Board

**Visitors**

Steve Nacco, VP Union County College Administrative Services  
Jeffrey Dunn, The Incubator, Inc.

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**The meeting was called to order by Chairman Kevin Lynott.**

**Charlene Smith read the roll call and the Open Public Meetings Act Statement.**

**\*A Motion to approve the October 14, 2010 Minutes was seconded and carried.**

**A WIB Budget presentation was given by Philip Kandl. Mr. Kandl gave a brief description of the different funding programs. WorkFirst New Jersey is an annual allocation which runs from July 1, 2010 through June 30, 2011. WorkFirst New Jersey programs are designed for welfare recipients to obtain a connection to the labor market resulting in unsubsidized employment.**

**The Workforce Investment Act funds employment development services that include job search, job fairs, employer outreach, occupational training, and labor market information. Some of the different funding includes Workforce Learning Link, Workforce Development Partnership, WorkFirst New Jersey, WIA Youth, WIA Adult, and WIA Dislocated Worker.**

**The Plainfield and Elizabeth One Stop Career Centers each have a Learning Link Lab which provides English as a Second Language, GED, and computer basic training. The total funding under the purview of the WIB is \$7,147,602.**

**Presentation materials were distributed. Verbatim tape on file.**

**\*A Motion to accept the budget as presented was seconded and carried.**

**The Business Plan was presented by Antonio Rivera: a copy of the draft Plan was included in the WIB meeting package. The Business Plan puts forth a strategy to increase business outreach / engagement. The Plan includes a critical partnership with Union County College, especially utilizing the County College's Marketing Department in an effort to develop a marketing strategy. A database has been obtained from the State of New Jersey that consists of 24,000 private sector businesses. Other partners in the Plan include the County Department of Economic Development, the Small Business Development Center at Kean University, and the New Jersey Action Business**

**Center. The Business Plan Partners will collectively participate in developing programs that can assist businesses, utilizing their respective resources. Mr. Rivera stated that the goal of the plan was to increase business outreach, and to assist the One Stop Career Centers with marketing their services. Discussion ensued. Verbatim tape on file.**

**The One-Stop Performance report was given by MaryAnn Anderson. Ms. Anderson focused everyone's attention to a one page report found in the WIB meeting package that is prepared four times a year. The figures in the report represent new registrations of individuals that come into the One-Stop Center(s) for the first time. Ms. Anderson stated that a supporting report will be presented at a later date that shows the activities that customers can access at the One-Stop Center. Some of the activities available are workshops, resume writing, access to computers and fax machines.**

**Ms. Anderson reported that correspondence had been received stating that the County had met its performance standards for Program Year '09: the County exceeded six of the measures and met three. There are nine performance target measures which consist of 3 for adults, 3 for dislocated workers and 3 for youth. In order to pass a performance standard you have to be at an 80 percent level.**

**The Workfirst New Jersey Program Performance report was presented by Antonio Rivera. Mr. Rivera focused on a TANF Participation Rate Report found in the WIB package. The report indicated how each county performed for the month of December 2010, i.e. the percentage of clients receiving public assistance that were engaged in work activities and the total number of TANF cases.**

**Frank Guzzo commended staff on their efforts to keep up with the increased number of clients seeking assistance at the Division of Social Services and providing services to individuals in the best way possible.**

**Chairman Kevin Lynott reported that six individuals need to be recruited from the private sector for WIB membership compliance. Antonio Rivera reported that there was a list of potential private sector representatives being developed to be considered for Board appointment. Mr. Rivera stated that there was a possibility of having the new recruits present at the next meeting.**

**Antonio Rivera asked Dr. Bistocchi to report on Youth Initiatives. Dr. Bistocchi reported that in late November he was approached with an opportunity to provide a program in solar panel installation. The program is a six week program which will target one hundred clients. The program consists of four modules, six weeks each between the middle of January to June or July. The first class will graduate in March with 27 individuals graduating. The second module is set to start up March 7<sup>th</sup> with 24 individuals signed up. The six week module includes a training program that also includes a certification portion.**

**Dr. Bistocchi stated that he will be attending the upcoming Freeholder meeting and will make a series of presentations to the Freeholder Board that will include a description of the program and inform them how successful the program has been. Discussion ensued.**

#### **NEW BUSINESS**

**Myrna Pinckney announced that the next meeting of the Disabilities Issues Committee will be March 10<sup>th</sup> at the Union County Administration Building. Ms. Pinckney stated there was a desire to expand the committee and have more employers involved and then develop strategies to increase access for individuals with disabilities at the One Stop.**

**Donna Dedinsky stated that there were opportunities at Wakefern for summer internships that will be posted on their website for interested individuals. Those interested individuals can go to Shoprite.com or Wakefern.com.**

**Jeff Dunn stated that there was a huge gap between the Chambers of Commerce and the WIBs: they don't know enough about one another. It is about job creation and synergy and more importantly it is about mutualism with everyone working together.**

**Next meeting of the Workforce Investment Board will be April 14, 2011.**

**There being no further business the meeting was adjourned at 10:15 am.**

**VERBATIM TAPE ON FILE.**