

**COUNTY OF UNION
WORKFORCE INVESTMENT BOARD
March 22, 2013 Meeting
ATTENDANCE**

Board Members Present:

MaryAnn Anderson, One-Stop Operator
Anna Belin-Pyles, Superintendent of Plainfield Public Schools
Mark Bocchieri, Verizon New Jersey
Pamela Capaci, HSAC Chair / Prevention Links
Peter Capodice, Union County Vocational Technical Schools
Noel Christmas, Utilities Workers Union of America Local 601
Phil Connelly, Kean University
Donna Dedinsky, Wakefern Food Corporation
Pat Dobson, Plainfield One-Stop / Workforce New Jersey
Charles Gillon, Division of Social Services
Jacques Howard, City of Plainfield-Dept. of Economic Development
Dr. Margaret McMenemy, Union County College
Glenn Nacion, Trinitas Regional Medical Center (Chair)
John Perry, Council for Airport Opportunities
Erich Peter, Union County Economic Development Corp. (Secretary)
Stan Robinson Jr., SHR Marketing, LLC

Board Members Absent:

Eileen Leahy, PSE&G
Kevin Lynott, AGL Resources/Elizabethtown Gas
Sandra McLachlan, Phillips66 Bayway Refinery
Christopher Morreale, FedEx
Myrna Pinckney, NJ Div. of Vocational Rehabilitation Services
Dr. Kathleen Serafino, Union County Superintendent of Schools
Carlos Valdes, Comcast

Guests

Kirsten Giardi, Policy Analyst, NJ State Employment & Training Commission
Dr. Stephen Nacco, Union County College

County of Union:

Cherron Rountree, Deputy Director, Department of Parks & Community Renewal
Antonio Rivera, Director, Workforce Investment Board
Lisa Bonanno, Workforce Investment Board
Phil Kandl, Workforce Investment Board
Gina Tuesta, Workforce Investment Board

**COUNTY OF UNION
WORKFORCE INVESTMENT BOARD OF DIRECTORS MEETING
UNION COUNTY COLLEGE
EXECUTIVE EDUCATION CENTER, CRANFORD, NJ
MARCH 22, 2013
MINUTES**

I. CALL TO ORDER

The meeting was called to order by Mr. Glenn Nacion, Chairman, at 9:08 am.

II. OPEN PUBLIC MEETINGS ACT

Gina Tuesta read the Open Public Meetings Act Statement.

III. ROLL CALL

Ms. Gina Tuesta conducted the Roll Call. Mr. Glenn Nacion asked all of the attendees to introduce themselves.

IV. APPROVAL OF THE JANUARY 25, 2013 MEETING MINUTES

MaryAnn Anderson made a motion to approve the January 25, 2013 Meeting Minutes as presented. It was seconded by Jacques Howard and carried unanimously.

V. WIB DIRECTOR'S REPORT

Mr. Antonio Rivera, Director, Workforce Investment Board reported on the following topics:

1. A partnership between PSE&G and Union County College to provide a Customer Service Call Center for PSE&G customers.
There will be between 50 and 75 jobs created: 50% will be reserved for residents of Union County.
2. Swissport Cargo Services – Warehouse and Office Positions
Between 400 and 500 jobs will be created, many will be reserved for Union County residents. Union County will provide funds for On-The-Job Training Opportunities for positions with Swissport Cargo Services.

Mr. Jacques Howard asked what the percentage of wages was being reimbursed by the County and will this employer guaranty full-time positions after the contract is over. Mr. Antonio Rivera explained that the County was covering up to \$4,000 of each individual's wages for the length of the On-the-Job Training contract. Mr. Rivera also mentioned that Swissport Cargo was investing a significant amount of resources in training these individuals. Ms. Pat Dobson noted that after the training was over, the individual will receive a certificate that was valued by the airport industry.

3. New Workforce Investment Board Member Appointment
Gary Pfarr, Business Representative
International Brotherhood of Electrical Workers, Local 102

Dr. Margret McMenamin made a motion to approve the appointment of Mr. Pfarr. It was seconded by Noel Christmas and carried unanimously.

4. Union County Choices
Is an occupational training program that was funded by the Board of Chosen Freeholders in partnership with the Workforce Investment Board. The Union County College Industry Business Institute will provide class-size occupational training targeted in three industry sectors: Transportation, Logistics, and Distribution; Health Care; and Retail Skills/Customer Service.

Mr. Rivera announced that the Union County Board of Chosen Freeholders, in association with Union County College, invites County residents with an interest in the fields of Healthcare and Allied Health to attend one of three information sessions on free job training offered through the *Union County Choices* program. The information sessions were scheduled to take place Tuesday, April 2nd, Wednesday April 3rd, and Thursday, April 4th.

Discussion followed.

5. One-Stop Operator Evaluation
The Union County One-Stop Career System passed all of the Workforce Investment Act Performance Measures (Common Measures) to date for Program Year 2012. *See attached.*

Mr. Howard noted that Workforce Investment Act services are provided to youth that are 14-21 years old and adult services to individuals that are 18 and older. It would be helpful to have some information on the percentage of individuals that were seniors that were aged 55 and older. This information would provide a better indication of the services given to these individuals and whether there should be some adjustments in services due to the age of some program participants.

Mr. Jacques Howard made a motion to approve the adoption of the One-Stop Career Center State Evaluation as the Workforce Investment Board One-Stop Performance Metric. It was second by Mr. Mark Bocchieri and carried unanimously.

6. Hurricane Sandy National Emergency Grant (NEG)
 - \$976,342 funds were received by Union County to assist with clean-up efforts in the aftermath of Hurricane Sandy
 - 59 new workers hired throughout ten (10) municipalities in Union County
 - Program ends April 29, 2013: New Jersey may receive a No-Cost Extension

7. On-The-Job Training (OJT) Program
\$365,000 has been committed to WIA Adult and Dislocated Worker Class-Size Occupational Training and/or OJT Programming

8. Youth Investment Council –
Mr. Rivera met Mr. Kirk Lew, Policy Analyst, State Employment & Training Commission to discuss how to best move forward with the Youth Investment Council.
In the near future the Workforce Investment Board and the Board of Chosen Freeholders will be addressing the need for appointments to the Youth Investment Council.

The Youth Investment Council makes youth program recommendations to the Workforce Investment Board.

Mr. Rivera described the WIA Youth barriers identified in the Workforce Investment Act and explained the need for the Workforce Investment Board to approve the WIA Youth 6th Barrier. The WIA Youth barriers were included in the meeting package.

Mr. Rivera mentioned that the State was looking to create a statewide Youth Investment Council and needed a Chairman or Chairwoman.

Mr. Howard asked if there should be a greater clarification in the definition of *offenders* as an eligible youth in the WIA Youth 6th Barrier. Mr. Rivera stated that the definitions contained in Resolution No. 01-2013 were based on the federal law.

Ms. MaryAnn Anderson made a motion to approve the WIA Youth 6th barrier Resolution No.: 01-2013. It was seconded by Dr. Margret McMenamin and carried unanimously.

9. Contracts – See Attachment

Lengthy discussion ensued.

VI. ONE STOP OPERATOR'S REPORT

Ms. MaryAnn Anderson reported on the operations of the Union County One Stop Career Centers. Her report included:

- A. WIA INDIVIDUAL TRAINING ACCOUNTS
- B. WIA CLASS-SIZE TRAINING
- C. WORKFORCE LEARNING LINK PROGRAM
- D. LITERACY4JERSEY PROGRAM
- E. CORE, INTENSIVE & TRAINING SERVICES
- F. NUMBER OF JOB PLACEMENTS
- G. OTHER BUSINESS

See attached report.

VII. SOCIAL SERVICES DIRECTOR'S REPORT

Mr. Charles Gillon reported on the following topics:

- A. WORK FIRST NEW JERSEY PARTICIPATION RATE
- B. NUMBER OF JOB PLACEMENTS
- C. OTHER BUSINESS

VIII. COMMITTEE REPORTS

- A. ADULT EDUCATION & LITERACY COMMITTEE

Dr. Stephen Nacco gave a presentation on the WIA Title II ABLE Plus Consortium and the March 11, 2013 Workforce Investment Board Adult Education and Literacy Committee meeting. He reported on the ABLE Plus Consortium accomplishments and how the WIB Adult Education and Literacy Committee was attempting to follow the recommendations of the State Council for Adult Literacy Education Services in its report,

"Investing in New Jersey's Adult Learners." Dr. Nacco also provided background on the National Reporting System for Adult Education.

See attached.

Dr. Margret McMenamain noted that the Union County College was not only partnering with students and the community but also with businesses and industries. The County College was training the applicant to be better prepared for a job interview or when submitting a job application. Union County College's goal was for parents and students to be gainfully employed. Dr. McMenamain indicated that if the family had a reasonable income then the student would be better prepared to enter post-secondary education. Dr. McMenamain stated that we were all in this together and conveyed her appreciation to the leadership of the Workforce Investment Board and the Union County Board of Chosen Freeholders who initiated their trust last year with the Union County Means Business Initiative. Dr. McMenamain also thanked Governor Chris Christie in focusing the whole State on economic development. Of key concern was the high unemployment rate among adults: if parents go back to work there will be improvement in the student's readiness to enroll in Union County College and in Kean University. Discussion followed.

B. DISABILITIES ISSUES COMMITTEE

No report was given due to Ms. Myrna Pinckney's absence.

IX. OLD BUSINESS

No old business was reported.

X. NEW BUSINESS

No new business was reported.

XI. ADJOURNMENT

Mr. Phil Connelly made a motioned to adjourn the March 22, meeting; it was seconded by Mr. Mark Bocchieri and carried.

The meeting was adjourned at 10:03 am.

The next Workforce Investment Board Directors Meeting was scheduled for 9:00 am May 17, 2013, at the Plainfield One-Stop.

Verbatim tape on file.

**County of Union
Workforce Investment Board**

**RESOLUTION NO.: 01 - 2013
DATE: March 22, 2013**

WHEREAS, Section 29 CFR 664.210 of the Workforce Investment Act (WIA) provides local workforce investment board areas with the authority to determine criteria and eligibility documentation requirements for the sixth barrier for WIA youth eligibility; and

WHEREAS, the State Employment & Training Commission requires that all local areas identify a sixth barrier; and

- WHEREAS**, an eligible youth is defined as an individual who:
- (a) Is age 14 through 21
 - (b) Must be registered with the Selective Service (males 18 or older)
 - (c) Is a low income individual
 - (d) Is within one or more of the following categories:
 - (1) Deficient in basic literacy skills
 - (2) School dropout
 - (3) Homeless, runaway, or foster child
 - (4) Pregnant or parenting
 - (5) Offender
 - (6) Individual (including youth with a disability) who requires additional assistance to complete an educational program or to secure and hold employment[**WIA Sec. 101(13)**]

NOW, THEREFORE BE IT RESOLVED, that the Union County Workforce Investment Board, by way of this resolution, shall define and require the following documentation for the sixth barrier for WIA youth eligibility to include (see *attached page*):

Sixth Barrier	Definition	Acceptable Documentation
Disability	A youth that has a diagnosed cognitive, physical, developmental, and/or health related disability	An evaluation performed by a qualified professional (such as a licensed physician, audiologist, psychiatrist, licensed clinical or educational psychologist, neurologist, developmental or behavioral pediatrician, or a combination of such professionals)
Involved in "Gang" activities	A gang is a group of three or more individuals who engage in criminal activity and identify themselves with a common name or sign.	Court documents Juvenile Justice System *County Youth Services Commission
An Emancipated Minor	An emancipated minor is someone who is not of the legal age of 18 who has been granted permission by the courts to take care of their self as if they were an adult. The court basically grants them adult status before they become legal age.	Court documents
Language or Cultural Barrier	Person in need of English skills and introduction of acceptable behavior in culture which he/she is seeking employment	School documentation Employer documentation
Behind Grade Level	Student who's academic proficiency is at minimum one year behind grade level	School documentation Education Assessment Results
Drug and/or alcohol dependency and currently on treatment plan or successfully completed treatment	Individual with documented alcohol/drug abuse history	Medical records
Individual has or had an Individualized Education Plan	Individual has a diagnosed learning disability and thus an IEP while in school	School documentation
History of Mental Illness	Any of various psychiatric conditions, usually characterized by impairment of an individual's normal cognitive, emotional, or behavioral functioning, and caused by physiological or psychosocial factors	School documentation Medical/psychological records Court documents
Harassment, Victimization and Bullying	Individual who is/was victim of verbal/physical harassment and/or bullying	School documentation Medical records Court documentation
Displaced by a Catastrophic Event	Loss of access to education due to a natural disaster	School documentation National/Local News
A high school graduate or GED recipient who has not held a full-time regular job for more than 3 consecutive months and lacks work readiness skills necessary to obtain and retain substantial employment	Individual who has not been able to retain employment for more than three (3) months.	Documentation from past employers. Work History according to "Loops" system