

**COUNTY OF UNION  
WORKFORCE INVESTMENT BOARD  
February 29, 2012  
ATTENDANCE**

**Board Members Present:**

Kevin Lynott, AGL Resources/Elizabethtown Gas (Chair)  
John Perry, Council for Airport Opportunities (Secretary)  
MaryAnn Anderson, One Stop Operations  
Donna Dedinsky, Wakefern Food Corporation  
Pat Dobson-Plainfield One Stop / Workforce New Jersey  
Charles Gillon, Division of Social Services  
Mohamed Jalloh, Union County Board of Chosen Freeholders  
Eileen Leahey, PSE&G  
Anna Lustenberg, Verizon  
Glenn Nacion, Trinitas Regional Medical Center  
Erich Peter, Union County Economic Development Corp.  
Myrna Pinckney, NJ Div. of Vocational Rehabilitation Services

**Board Members Absent:**

Anna Belin-Pyles, Interim Superintendent of Plainfield Public Schools  
Dr. Thomas Bistocchi, Union County Vocational & Technical Schools  
Phil Connelly, Kean University  
Frank Lehr, Frank H. Lehr Associates  
James Horne Jr., United Way of Greater Union County  
Jacques Howard, City of Plainfield-Dept. of Economic Development  
Christopher Morreale, FedEx  
Sandra McLachlan, Conoco Phillips  
Dr. Margaret McMenamin, Union County College  
Desiree Ramos, Port Authority of NY & NJ  
Carlos Valdes, Comcast

**County of Union:**

Frank Guzzo, Director, Department of Human Services  
Antonio Rivera, Director, Workforce Investment Board  
Phil Kandl, Workforce Investment Board  
Jose Perez, Workforce Investment Board  
Lisa Bonanno, Workforce Investment Board

**Visitors**

Dr. Stephen Nacco, VP Union County College Administrative Services  
Emmanuel (Gary) Paige, Elizabeth One-Stop / Workforce New Jersey  
Julio Sabater, Workforce Advantage

**COUNTY OF UNION**

**WORKFORCE INVESTMENT BOARD**

9:00 A.M. Wednesday, February 29, 2012

A/B Room, Liberty Hall Corporate Center, Union, NJ

**I. Call to Order**

The meeting was called to order by Chairman Kevin Lynott at 9:05 am.

**II. Roll Call**

Philip Kandl read the roll call and the Open Public Meetings Act Statement.

**III. Approval of October 6, 2011 Meeting Minutes**

A Motion was made to approve the October 6, 2011 Minutes: it was seconded and carried.

**IV. Committee Reports:**

**Adult Education & Literacy Committee**

Dr. Nacco reported that the WIB has supported Adult Basic Literacy Education for the past twelve (12) years. There are two primary goals to the program: help residents improve their skills to get jobs (60% of participants surveyed were unemployed) and possibly matriculate into post secondary education (degree programs). UCC is the lead agency for the WIB Title II Adult Education ABLE Plus Consortium which has as its members: Workforce Advantage, Literacy Volunteers of America, Linden Board of Education, Elizabeth Board of Education, and the Union County Vocational Technical Schools.

Dr. Nacco provided an update of the ABLE Plus Consortium. As of the first half of the year, the Consortium has served 1,465 individuals, with a waiting list of 2,000. The services include English as a Second Language (ESL) and Adult Basic Education (ABE). The demographic breakdown of students: 65% are female and 72% are non English speaking. ESL is the single largest educational component of the program. The 1,465 individuals served represents 90% of the contracted service level.

**Disabilities Issues Committee**

Ms. Myrna Pinckney reported that a steering committee consisting of Ms. Pinckney, Director, NJ Division of Vocational Rehabilitation Services, Charles Newman, Director, UC Office of Disabilities, and Philip Kandl, WIB staff met Thursday, February 2<sup>nd</sup> to discuss initiatives and goals for Year 2012. The steering committee will meet on March 7<sup>th</sup> to refine a draft agenda for the April 12<sup>th</sup> meeting. The committee anticipates meeting the second Thursday bimonthly.

## **One-Stop**

A One-Stop report was included in the meeting package. Ms. Maryann Anderson, Director, One-Stop Operations, stated that the report was a snapshot of the different programs and services that the One-Stop was involved with over the past six (6) months. Ms. Anderson thanked Pat Dobson and Gary Paige, Workforce New Jersey Managers and Ms. Myrna Pinckney for their assistance and support. Ms. Anderson highlighted the major initiatives of the One-Stop:

**Re-Design of General Assistance Client Flow** - The One-Stop redesigned the Work First New Jersey General Assistance client flow that occurred in July 2011. The New Jersey Administrative Code was changed that altered the process for General Assistance clients to receive public assistance benefits. Now, all General Assistance clients must register with the One-Stop and participate in a Job Search activity for twenty-eight (28) days as a condition of approval for cash assistance. General Assistance clients must participate in a self directed job search prior to approval of public assistance.

**Community Resource Day** - Ms. Anderson reported that the One-Stop co-hosted the Plainfield Housing Authority's 4<sup>th</sup> annual Community Resources Day in September. It was very successful, whereby residents received information regarding county and local programs and services.

**Veterans Job Fairs** - The Elizabeth and Plainfield One-Stop Career Centers hosted job fairs for veterans various times throughout the year.

**Northern NJ Health Professions Consortium** – The One-Stop collaborated with Union County College and the Northern New Jersey Health Professions Consortium to recruit and enroll over 118 county residents in medical training programs. Training is provided by a \$ 5 MM statewide grant to county colleges.

**Re-Entry** - to assist ex-offenders to find employment and services.

**Small Business Workshop Series** – a series of workshops entitled "Small Business Certification" were offered in cooperation with the Small Business Administration and NJ Department of Labor & Workforce Development

**Transportation Logistics, Distribution (TLD)** – One-Stop staff are scheduled to be trained as local office experts, knowledge of employment opportunities in the TLD industry.

**Hurricane Irene Disaster Assistance** – One-Stop assisted county residents that had been displaced or suffered damage as a result of the hurricane. Over 3,000 residents visited the Plainfield and Elizabeth One-Stop Offices as well as the county Division of Social Services.

**Point in Time-Homeless Count** – One-Stop staff assisted with the count. Frank Guzzo explained that the federal government sets a day every few years to count the number of homeless people / families. Of particular concern is the children

affected by homelessness. There are over 2,000 homeless individuals in the county. It is a chronic problem; many individuals remain homeless year after year.

**Cinderella's Closet** – The One-Stop provides clothing to needy individuals that include coats and dress clothes. Clothing is provided through donations of employers and individuals.

### **Youth Investment Council**

No report was given.

## **V. WIB Recertification Process**

Kevin Lynott reported that he and Antonio Rivera attended a NJ State Employment & Training Commission (SETC) meeting regarding the WIB Recertification Process. Mr. Lynott reported that the Workforce Investment Board would have to significantly change the way it does business to be compliant with recently passed New Jersey legislation.

Mr. Antonio Rivera stated that the function of the Workforce Investment Board is to address policy issues in coordination and collaboration with the Local Chief Elected Officials, in Union County it is the Board of Chosen Freeholders. The WIB requires greater engagement from the private sector to determine policies in regard to allocation of resources. The private sector sets policies to ensure that funding managed by the County match the employment opportunities in the community. The state has recently adopted laws that have impacted how the WIB and the County conducts workforce development programs and services.

Mr. Rivera directed the members' attention to the SETC document, "*Roles of a Local Workforce Investment Board: Key Areas for Action.*" Mr. Rivera underscored key responsibilities for Workforce Investment Boards and Local Chief Elected Officials. Please see attached document, "*Roles of a Local Workforce Investment Board: Key Areas for Action*" with special attention to the highlighted areas.

The Board discussed how to move forward to implement the SETC guidelines.

### **New Business**

Chairman Kevin Lynott welcomed Mr. Mohamed Jalloh as the new Freeholder Liaison to the WIB.

Dr. Stephen Nacco announced Union County College's support of the Board of Chosen Freeholders economic development initiative "Union County Means Business." Union County College at the Elizabeth Campus is developing a Career Services Center in the Kellogg Building located on West Jersey St. The Career Services Center is for local businesses looking for students for internships and externships. It will function as a single place for business services.

Ms. Donna Dedinsky announced that Wakefern Food Corporation will offer seventy (70) internships for the summer. The requirements and job descriptions are available

online. The internship opportunities can be accessed online at: Shoprite.com and Wakefern.com. Frank Guzzo suggested that students attending college through the Freeholders Scholars Program would be suitable candidates for the internships.

Frank Guzzo requested that employers make available summer jobs for youth given the County's limited resources and the hardships faced by young adults in finding employment opportunities in this economy.

**VI. Adjournment**

Meeting was adjourned at 10:10 a.m.

VERBATIM TAPE ON FILE.