

County of Union  
Workforce Development Board of Director's Meeting  
Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066  
March 20, 2019 at 9:00AM

**Board Members Present:**

Juan Carlos Dominguez, J.J.J. Distributors **(Chair)**  
Gloria Durham, Qnection Management **(Vice Chair)**  
Gary Pfarr, IBEW **(Secretary)**  
Gwen Ryan, Union County Vocational Technical Schools (Janet Behrmann)  
Edward Faver, NJ Div. of Vocational Rehabilitation Services (Leila Molaire)  
Dr. Margaret McMenamin, Union County College (Dr. Lisa Hiscano)  
Stan Robinson Jr., SHR Marketing, LLC  
Paul Belardo, KML Carpenters  
Charles Gillon, Division of Social Services  
Dr. Kamran Tasharofi, Union County Healthcare Associates  
Richard Malcolm, Ironworkers Local #11  
Erich Peter, Union County Economic Development Corp

**Board Members Absent:**

Tina Earley, Elizabethtown Gas  
Glenn Nacion, Trinitas Regional Medical Center  
Edwin Gomez, Barcode Elizabeth  
Toni Patti, Two Tony's Pizza  
Teresa Soto-Vega, PROCEED  
James R. Brady, The Savior Group  
Krystal Canady, Gateway Family YMCA  
Gary Pfarr, IBEW **(Secretary)**  
Richard Capac, Crowne Property Management  
Donna Dadinski, Wakefern Food Corporation  
David Moskowitz, NJLWD, Employment Services, One Stop  
Mark Bocchieri, Verizon New Jersey  
Matthew Caruso, Kean University  
Danny Robertozzi, Linden School System  
Salvador Garcia, MAS Development Group

**Guests:**

James Horne, Jr., United Way of Greater Union County  
Isaias Rivera, Union County College  
Gisela Bernal-Castro, American Job Center  
Meredith Barracato, American Job Center  
Raji Ramachandra, New Jersey Department of Labor  
Scott Kuchinsky, Plainfield Public Library  
Julio Sabater, Workforce Advantage  
Juanita Vargas, United Way of Greater Union County  
Deana Mesarose, Union County Training and Enrichment Program  
Badan Almonor, New Jersey Labor and Workforce Division  
Allison Millan, International Rescue Committee

**County of Union:**

Edward Oatman, County Manager  
Amy Wagner, Deputy County Manager, Director, Department of Economic Development  
Debbie-Ann Anderson, Director, Department of Human Services  
Antonio Rivera, Director, Workforce Development Board  
Lisa Bonanno, Deputy Director, Workforce Development Board  
Elton Armady, American Job Center  
Jeffrey Jackson, One Stop Manager

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March 20, 2019 at 9:00AM

**Call to Order and Welcome**

The meeting was called to order by Workforce Development Board (WDB) Chair, Mr. Juan Carlos Dominguez at 9:10 AM

**Flag Salute**

**Open Public Meetings Act**

Ms. Lisa Bonanno read the Open Public Meetings Act Statement.

**Roll Call**

Ms. Lisa Bonanno conducted the Roll Call.

**Approval of the February 13, 2019 Minutes**

A motion was made by Gary Pfarr and seconded by Dr. Kamran Tasharofi. The motion carried.

**Budget & Expense Report**

Thomas McCabe, Accountant provided the Board with budget and expense updates.

Mr. McCabe delivered the Program Year 2017 WFNJ budget update as of December 31<sup>st</sup>, 2018. There was a single correction to the report that Mr. McCabe delivered. The budget allocation for TANF program year 2017 as stated in the budget & expense report was \$1,551,433. The actual amount was \$1,554,433.

Dr. Tasharofi asked a question regarding a spending grant. WDB Director Rivera responded by stating that specific funds are locked into contracts. The grant money will be spent.

Erich Peters asked another question regarding the grants. Director Rivera replied that there must be money available for clients enrolled in classes by June 30<sup>th</sup>. Additionally, he stated that Program Year 2018 funds must be spent by June 30<sup>th</sup> 2020. He then added that our strategy is to return as little of the funding as possible. We are being more successful with each year.

**Committee Reports**

Debbie Anderson, Chair of the AJC stated that the committee would be meeting on March 22<sup>nd</sup> and she would have a report subsequent to that date.

Julio Sabater, Chair delivered the Literacy Committee report. He stated that the committee was moving forward and had completed a first draft for Literacy sub-strategies to be used in the updated Strategic Plan. He mentioned the individual committee members who had assisted in drafting the updated plan. He added that Group I & I, our consultants have been invaluable during the process. He further stated that the plan needed to be submitted by the end of April. After he concluded his remarks WDB Chairman Rivera stated that the Strategic Plan is for the whole county. The current plan was drafted two years ago.

James Horne, Jr., Chair delivered the Youth Committee report. He stated that the committee had met during the first week of March. He added that the committee will work on particular items of the Strategic Plan. He added that Group I & I has been assisting.

**WDB Director's Report**

WDB Director Rivera delivered his report using a four part chart that he created which is found in the handouts. He referred to each section individually. He went over the flowchart item by item. He stressed the importance of the AJC certification process. He addressed the "Doing" Column by asking how do we do this or that? We need to figure out what the Federal Government says that we can do. We are never "Done".

Director Rivera then spoke about the Youth Summer Employment Program. He stated that the county will be initiating a summer youth employment program. The state has granted Union County \$315,000 for the program which will serve 100 youth. He noted that state standards are more relaxed than those of the Federal Government.

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Director Rivera touched briefly on Union County's Bring Your Daughter to Work Day which will take place on April 25<sup>th</sup>.

Union County Deputy Director Amy Wagner also addressed the event.

**To Amend The WFNJ Award Approved on June 27, 2018 So As To Increase Funding Levels For Contracted Client Services From \$1,065,000 to \$1,440,000.**

Director Rivera discussed the reasons for doing so. He stated that the move will involve transferring funds from WFNJ to WIOA. The purpose of this is to free up more funding for training. He further stated that this will be an opportunity to put additional dollars into the street. This will also allocate more funding for TANF clients. Mr. Rivera also stated that "We don't want to give money back to the state. We will transfer money if necessary." Additionally, the amendment will increase funding for GA clients by \$50,000.

A motion was made by Gary Pfarr and seconded by Erich Peter. Dr. Lisa Hiscano abstained. The motion carried.

**To Approve a No-Cost Extension of Time of The American Job Center Contract For an Additional 90 Days as to Allow For The WDB to Develop and Release The New Request For Proposal.**

A brief explanation was offered by Director Rivera. He stated that it was necessary because of State funding coming late. He also mentioned that it was a massive project and undertaking. Chairman Dominguez also spoke on the matter.

A motion was made by Paul Belardo and seconded by Dr. Lisa Hiscano. The motion carried.

**American Job Center Report.**

Elton Armady, Director AJC gave the report.

He stated that Union County College served 61 clients for Soft Skills Training. 17 received Outreach Services. 107 clients received referrals to the One Stop.

During January of 2019 the United Way certified 6 OSY for One Stop Certification. 59 OSY and ISY received service. 273 received Service Elements.

During February of 2019 the AJC provided orientation for 167 individuals. 52 participants received skill assessments. 33 received Pre-Vocational Services. 44 participants were sent to training.

In terms of foot traffic, Mr. Armady stated that his office has analyzed the prior six months. It was determined that a new client flow would allow for more individualized career counseling at the Elizabeth One Stop Center. This new model will afford the career counselor the opportunity to solely focus on providing more individually tailored career assessment as well as guidance and follow-up services.

The AJC is looking to approve partnership engagement. Meredith Barracato, Program Administrator for the AJC has been working closely with the partners to facilitate increased partner presence.

Mr. Armady then described a success story. He talked about Jordan, a 22 year old male. Jordan is a participant in the United Way Youth Employment Program Partners program. When Jordan first came to the United Way, he expressed an interest in designing video games. He was eager to participate in a work experience with Union County Social Services. Ultimately, he was mentored and provided with a meaningful work experience. As a result, he began to explore career options in the social service field. He has applied for a position within Social Service. Charles Gillon of the Division of Social Services reported that Jordan will be hired full time in a clerical position.

Debbie-Ann Anderson, Union County Director of Human Services described how people start at Social Services.

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Mr. Armady then discussed the data that has been collected through Futureworks Systems Data. He stated that the one area in which he had the most concern was the issue of credentials.

Elton discussed the Union County College, United Way of Greater Union County, and One Stop, Financial & Program Performance Dashboard for February 2019.

He then discussed the Client Flow and described the process. It is a nine part process. Elton described each part of the process in detail. It begins with orientation. The next step is to determine eligibility. Subsequent to that, the client will take the TABE Test. After receiving the results, there will be assessment counseling. Next comes training selection. After training is selected a client will take a soft skills class. After successful completion of the soft skills class the client will begin occupational training. Follow up services will be provided dependent on the training end date. After training has ended additional follow up services will be provided.

Mr. Armady then described the reorganization process taking place at the One Stop Career Centers.

Under the Old Model the One Stop had six career counselors. They have had the responsibility to assist SNAP and WIOA clients on a daily basis from 9:00 AM to 12:30 PM. From 1:30 PM to 4:30 Pm they processed paperwork, entered data as well as followed up on phone calls and emails.

Additionally, Career Counselors offered SNAP clients counseling, sanction removals, bus passes, referrals, and job search assistance, as well as the manual processing and data entry required for each client.

Career Counselors provide WIOA clients with training services, which included counseling, assessment and scheduling. They also determined eligibility, were responsible for review of training services, supportive service, and follow up services. They also handled manual processing and data entry that was required for each WIOA Client.

Under this model Career Counselors focused on assisting the client in overcoming barriers, as opposed to enrolling the clients in training services. The old Model has been an intensive social service one.

The New Model is seeing various changes. There will be two intake and outreach specialists. They will be responsible for determining eligibility as well as performing data entry and scheduling of assessments. Subsequent to orientation, the staff will be responsible for emailing clients to schedule an appointment to determine eligibility. They will also conduct follow ups to ensure satisfaction with the training program.

There will be one SNAP Career Counselor. A supervisor will provide backup as necessary. They will be responsible for seeing all SNAP Clients from 9:00 AM to Noon and from 1:00 PM to 4 PM.

Four WIOA Career Counselors will focus on assessment, counseling, career and training opportunities, certification, supportive services, and training referrals. Additionally, they will handle ITA documentation processing and data entry. Follow up services will be conducted by Career Counselors as well as Intake and Outreach Specialists and support staff.

At this point, Mr. Armady asked if there were any questions. There were none.

**Old Business**

None

**New Business**

None

**Public Comments**

None

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**Adjournment**

Gary Pfarr made a motion. It was seconded by Paul Belardo. The motion carried. The meeting was adjourned at 11:15 AM.

**Next Meeting:**

**Wednesday, May 15, 2019, Holiday Inn Clark,  
9:00 AM Washington Conference Room**

# NOTICE OF PUBLIC MEETING OF THE UNION COUNTY WORKFORCE DEVELOPMENT BOARD

**SERGIO GRANADOS, FREEHOLDER LIAISON**  
UNION COUNTY BOARD OF CHOSEN FREEHOLDERS

**EDWARD OATMAN, COUNTY MANAGER**  
COUNTY OF UNION

**AMY C. WAGNER, DEPUTY COUNTY MANAGER**  
ECONOMIC DEVELOPMENT, COUNTY OF UNION

**DEBBIE-ANN ANDERSON, DIRECTOR**  
HUMAN SERVICES, COUNTY OF UNION



**ELTON ARMADY, DIRECTOR**  
UNION COUNTY AMERICAN JOB CENTER

**JUAN CARLOS DOMINGUEZ, CHAIR**  
WORKFORCE DEVELOPMENT BOARD

**GLORIA DURHAM, VICE CHAIR**  
WORKFORCE DEVELOPMENT BOARD

**GARY PFARR, SECRETARY**  
WORKFORCE DEVELOPMENT BOARD

**ANTONIO C. RIVERA, MSW, DIRECTOR**  
WORKFORCE DEVELOPMENT BOARD

★ **WHEN** ★

**WEDNESDAY, MARCH 20, 2019 AT 9:00AM**

★ **WHERE** ★

**WASHINGTON CONFERENCE ROOM**

**HOLIDAY INN CLARK, 36 VALLEY ROAD, CLARK, NJ 07066**

PLAN FOR SUCCESS



# I. CALL TO ORDER & WELCOME JUAN CARLOS DOMINGUEZ, CHAIR

**WELCOME TO THE PUBLIC MEETING  
OF THE UNION COUNTY  
WORKFORCE DEVELOPMENT BOARD**



## II. PLEDGE OF ALLEGIANCE JUAN CARLOS DOMINGUEZ, CHAIR







### III. OPEN PUBLIC MEETINGS ACT

## LISA BONANNO

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 2019 ANNUAL MEETING SCHEDULE TO THE NEWSPAPERS CIRCULATING WITHIN THE COUNTY OF UNION AND DESIGNATED TO RECEIVE SUCH NOTICE, AND BY POSTING THE YEAR 2019 ANNUAL MEETING SCHEDULE IN THE COUNTY COURT HOUSE AND BY FILING THE YEAR 2019 ANNUAL MEETING SCHEDULE WITH THE OFFICE OF THE COUNTY CLERK.



### III. OPEN PUBLIC MEETINGS ACT

## LISA BONANNO

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.



# IV. ROLL CALL LISA BONANNO





## V. APPROVAL OF THE MINUTES JUAN CARLOS DOMINGUEZ, CHAIR





# VI. BUDGET & EXPENSE REPORT

## THOMAS MCCABE





# VI. BUDGET & EXPENSE REPORT

## THOMAS MCCABE

### PROGRAM YEAR **2017** WIOA BUDGET UPDATE AS OF FEBRUARY 28, 2019

WIOA BUDGET ALLOCATION BY CATEGORY	ADULT	YOUTH	DISLOCATED WORKER
	\$1,154,842	\$1,045,950	\$1,379,393
<b>ACTUAL YTD EXPENSES</b>			
ADMINISTRATION	\$15,634	\$63,621	\$20,667
PROGRAM	\$109,546	\$276,947	\$316,164
AMERICAN JOB CENTER	\$357,112	\$55,866	\$566,184
<b>TOTAL</b>	<b>\$482,291</b>	<b>\$396,434</b>	<b>\$903,016</b>
BALANCE TO BE EXPENDED BY JUNE 30, 2019	\$672,551	\$649,516	\$476,378



# VI. BUDGET & EXPENSE REPORT

## THOMAS MCCABE

### PROGRAM YEAR 2017 WFNJ BUDGET UPDATE AS OF DECEMBER 31, 2018

WFNJ BUDGET ALLOCATION BY CATEGORY	TANF	GA/SNAP	CAVP	WLL	SMART STEPS
	\$1,551,433	\$806,570	\$8,000	\$324,000	\$8,025
<b>ACTUAL EXPENSES</b>					
ADMINISTRATION	\$186,079	\$96,683	\$0	\$22,671	\$525
PROGRAM	\$615,507	\$375,148	\$0	\$144,150	\$7,500
AMERICAN JOB CENTER	\$739,919	\$311,492	\$0	\$156,862	\$0
<b>TOTAL</b>	<b>\$1,541,505</b>	<b>\$783,324</b>	<b>\$0</b>	<b>\$323,683</b>	<b>\$8,025</b>
BALANCE RESCINDED ON DECEMBER 31, 2018	\$9,928	\$23,246	\$8,000	\$317	\$0

**THIS PROGRAM WAS CLOSED-OUT ON DECEMBER 31, 2018**



# VI. BUDGET & EXPENSE REPORT

## THOMAS MCCABE

### PROGRAM YEAR **2018** WIOA BUDGET UPDATE AS OF FEBRUARY 28, 2019

WIOA BUDGET ALLOCATION BY CATEGORY	ADULT	YOUTH	DISLOCATED WORKER
	\$1,043,120	\$986,846	\$1,270,549
<b>ACTUAL YTD EXPENSES</b>			
ADMINISTRATION	\$64,120	\$64,125	\$84,144
PROGRAM	\$76,621	\$110,352	\$30,093
AMERICAN JOB CENTER	\$159,423	\$72,482	\$472,111
<b>TOTAL</b>	<b>\$300,163</b>	<b>\$246,959</b>	<b>\$586,348</b>
BALANCE TO BE EXPENDED BY JUNE 30, 2020	\$742,957	\$739,887	\$684,201





# VI. BUDGET & EXPENSE REPORT

## THOMAS MCCABE

### PROGRAM YEAR **2018** WFNJ BUDGET UPDATE AS OF FEBRUARY 28, 2019

WFNJ BUDGET ALLOCATION BY CATEGORY	TANF	GA/SNAP	CAVP	WLL	SMART STEPS	WORK VERIFICATION
	\$1,532,042	\$1,044,474	\$42,420	\$213,000	\$4,815	\$42,000
<b>ACTUAL EXPENSES</b>						
ADMINISTRATION	\$112,667	\$73,207	\$0	\$8,169	\$0	\$0
PROGRAM	\$297,967	\$151,489	\$0	\$17,687	\$0	\$0
AMERICAN JOB CENTER	\$497,025	\$229,722	\$0	\$105,162	\$0	\$0
<b>TOTAL</b>	<b>\$907,659</b>	<b>\$454,419</b>	<b>\$0</b>	<b>\$131,018</b>	<b>\$0</b>	<b>\$0</b>
BALANCE RESCINDED ON DECEMBER 31, 2019	\$624,383	\$590,055	\$42,420	\$81,982	\$4,815	\$42,000

**THIS PROGRAM WILL BE CLOSED-OUT ON DECEMBER 31, 2019**



# VII. AJC PARTNERS COMMITTEE DEBBIE-ANN ANDERSON, CHAIR

## NO REPORT



### JOIN US FOR THE NEXT AMERICAN JOB CENTER COMMITTEE ON FRIDAY, MARCH 22, 2019 AT 1:00PM AT UNION COUNTY



## VII. LITERACY COMMITTEE JULIO SABATER, CHAIR





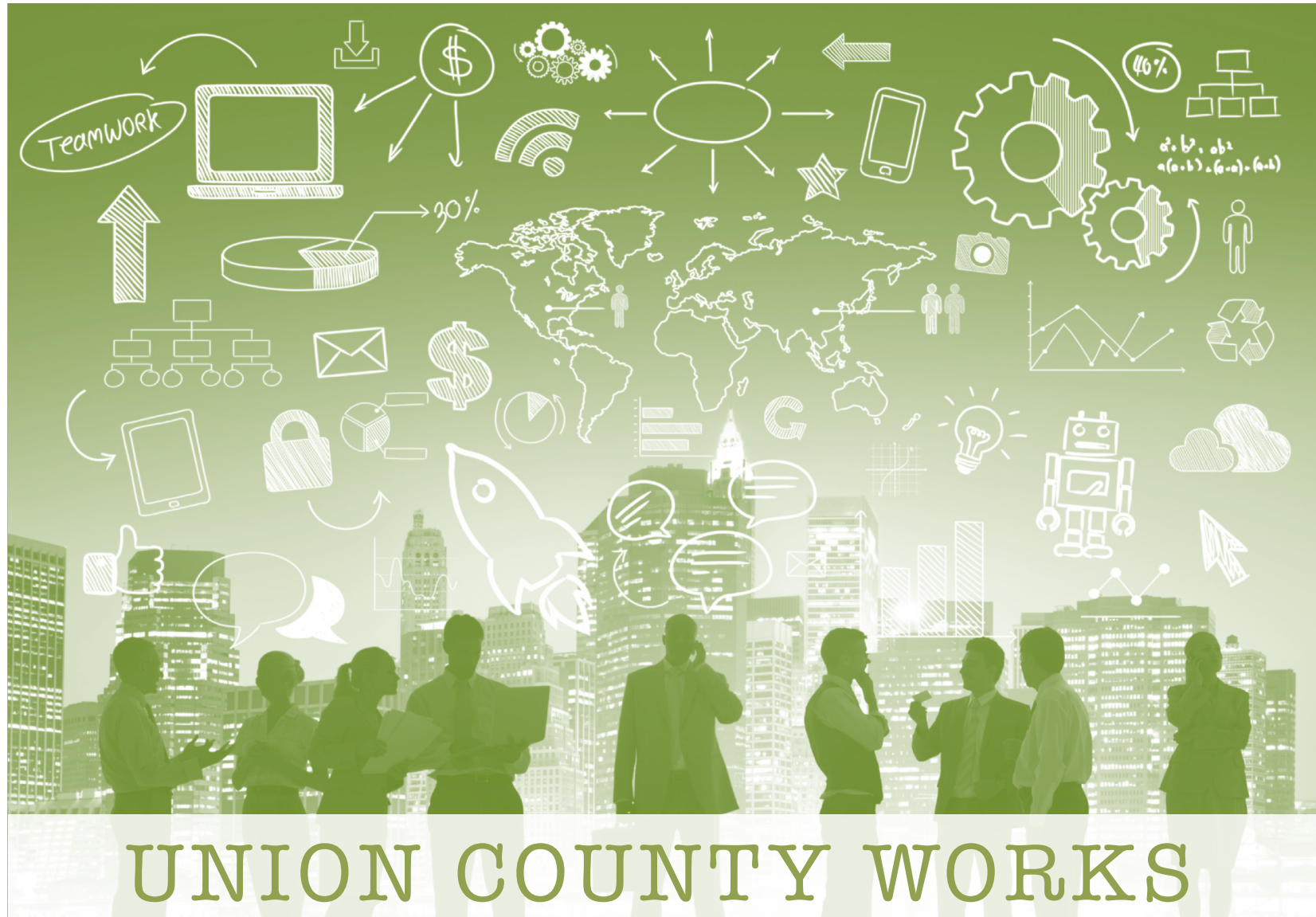
# VII. YOUTH COMMITTEE

## JAMES HORNE, CHAIR





# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR

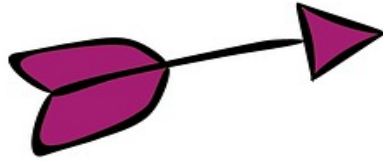




# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



Idea



To do



Doing



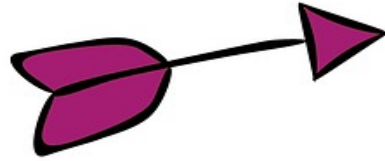
Done



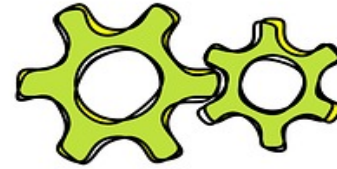
## VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



Idea



To do



Doing



Done

- ✓ Strategic Planning
- ✓ Policies & Procedures
- ✓ Summer Youth Employment Program
- ✓ WDB Newsletter
- ✓ Build WIOA & WFNJ FY19 Budget
- ✓ Prepare for State Fiscal Review



# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



**Idea**

- ✓ Strategic Planning
- ✓ Policies & Procedures
- ✓ Summer Youth Employment Program
- ✓ WDB Newsletter
- ✓ Build WIOA & WFNJ FY19 Budget
- ✓ Prepare for State Fiscal Review



**To do**

- ✓ AJC Certification
- ✓ AJC Network Qualitative & Quantitative Evaluation
- ✓ American Job Center Procurement
- ✓ Monitoring & Audits
- ✓ WIOA & WFNJ Procurement
- ✓ Contracts



**Doing**



**Done**





# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



## Idea

- ✓ Strategic Planning
- ✓ Policies & Procedures
- ✓ Summer Youth Employment Program
- ✓ WDB Newsletter
- ✓ Build WIOA & WFNJ FY19 Budget
- ✓ Prepare for State Fiscal Review



## To do

- ✓ AJC Certification
- ✓ AJC Network Qualitative & Quantitative Evaluation
- ✓ American Job Center Procurement
- ✓ Monitoring & Audits
- ✓ WIOA & WFNJ Procurement
- ✓ Contracts



## Doing

- ✓ Strategic Planning
- ✓ Policies & Procedures
- ✓ SETC Recertification
- ✓ Sub-Recipient Technical Assistance
- ✓ Close-Out FY 2017 WIOA & WFNJ



## Done

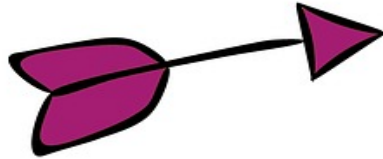


# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



## Idea

- ✓ Strategic Planning
- ✓ Policies & Procedures
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- ✓ WDB Newsletter
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- ✓ Prepare for State Fiscal Review



## To do

- ✓ AJC Certification
- ✓ AJC Network Qualitative & Quantitative Evaluation
- ✓ American Job Center Procurement
- ✓ Monitoring & Audits
- ✓ WIOA & WFNJ Procurement
- ✓ Contracts



## Doing

- ✓ Strategic Planning
- ✓ Policies & Procedures
- ✓ SETC Recertification
- ✓ Sub-Recipient Technical Assistance
- ✓ Close-Out FY 2017 WIOA & WFNJ



## Done

# NEVER



## VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR

# SUMMER YOUTH EMPLOYMENT PILOT PROGRAM NEW JERSEY DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT

- COUNTY OF UNION APPLIED FOR PILOT FUNDING WITH THE STATE OF NEW JERSEY
  - APPLIED FOR \$315,000 TO SERVE 100 YOUTH—SUMMER 2019
    - SUMMER WORK EXPERIENCE FOR TANF ELIGIBLE YOUTH
  - \$10.50 PER HOUR—210 HOURS PER YOUTH—\$2,205 PER YOUTH
    - JOB READINESS TRAINING OF 4 HOURS PER WEEK
      - SOFT SKILLS
      - FINANCIAL LITERACY





## VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR

# SUMMER YOUTH EMPLOYMENT PILOT PROGRAM NEW JERSEY DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT

SUMMER YOUTH EMPLOYMENT	PILOT BUDGET
ADMINISTRATION	\$30,000
PROGRAM STAFFING	\$64,500
YOUTH EMPLOYMENT	\$220,500
	<b>\$315,000</b>

**RECEIVED NOTICE OF PRELIMINARY APPROVAL FROM THE STATE  
AWAITING NOTICE OF AWARD**

PLAN FOR SUCCESS



# VIII. UCWDB DIRECTOR'S REPORT ANTONIO RIVERA, MSW, DIRECTOR



TAKE OUR DAUGHTERS AND  
SONS TO WORK® DAY 2019



## **IX. AMEND WFNJ AWARD ANTONIO RIVERA, MSW, DIRECTOR**

**WORKFORCE DEVELOPMENT BOARD ACTION:  
TO AMEND THE WFNJ AWARD APPROVED ON JUNE 27, 2018  
SO AS TO INCREASE FUNDING LEVELS FOR CONTRACTED  
CLIENT SERVICES FROM \$1,065,000 TO \$1,440,000**





# IX. AMEND WFNJ AWARD

## ANTONIO RIVERA, MSW, DIRECTOR

AGENCY	AWARD 6/27/2018	FUNDS REMAINING	AMENDED AWARD 3/20/2019	REVISED AWARD
Workforce Advantage	\$200,000	\$36,900	\$75,000	\$275,000
Union County College	\$100,000	\$7,083	\$175,000	\$275,000
Urban League	\$30,000	\$0	\$50,000	\$80,000
ARC of Union County	\$30,000	\$26,600	\$0	\$30,000
B&M Consultants	\$60,000	\$33,450	\$25,000	\$85,000
America Works	\$80,000	\$77,750	\$0	\$80,000
	<b>\$500,000</b>	<b>\$181,783</b>	<b>\$325,000</b>	<b>\$825,000</b>

## TEMPORARY ASSISTANCE TO NEEDY FAMILIES



# IX. AMEND WFNJ AWARD

## ANTONIO RIVERA, MSW, DIRECTOR

AGENCY	AWARD 6/27/2018	FUNDS REMAINING	AMENDED AWARD 3/20/2019	REVISED AWARD
Workforce Advantage	\$230,000	\$169,450	\$0	\$230,000
Union County College	\$100,000	\$57,650	\$25,000	\$125,000
Urban League	\$55,000	\$50,200	\$0	\$55,000
ARC of Union County	\$50,000	\$42,500	\$0	\$50,000
B&M Consultants	\$75,000	\$34,150	\$25,000	\$100,000
America Works	\$55,000	\$43,750	\$0	\$55,000
	<b>\$565,000</b>	<b>\$397,700</b>	<b>\$50,000</b>	<b>\$615,000</b>

## GENERAL ASSISTANCE / SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM





## **X. RESOLUTION EXTEND CONTRACT ANTONIO RIVERA, MSW, DIRECTOR**

**WORKFORCE DEVELOPMENT BOARD ACTION:  
TO APPROVE A NO-COST EXTENSION OF THE  
AMERICAN JOB CENTER CONTRACT FOR AN ADDITIONAL 90  
DAYS SO TO ALLOW FOR THE WDB TO DEVELOP & RELEASE  
THE NEW REQUEST FOR PROPOSAL**



PLAN FOR SUCCESS



# XI. AMERICAN JOB CENTER REPORT ELTON ARMADY, DIRECTOR

# UNION COUNTY

american**job**center®



PLAN FOR SUCCESS



# XI. AMERICAN JOB CENTER REPORT ELTON ARMADY, DIRECTOR



# Union County American Job Center

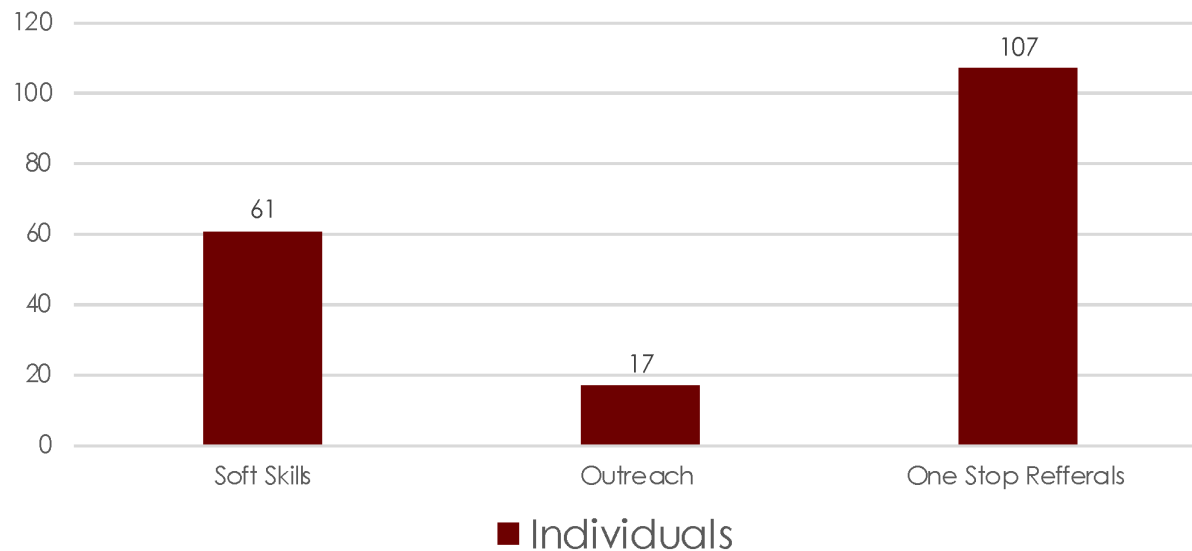
March 20, 2019

A proud partner of the AmericanJobCenter<sup>®</sup> network

# XI. AMERICAN JOB CENTER REPORT ELTON ARMADY, DIRECTOR

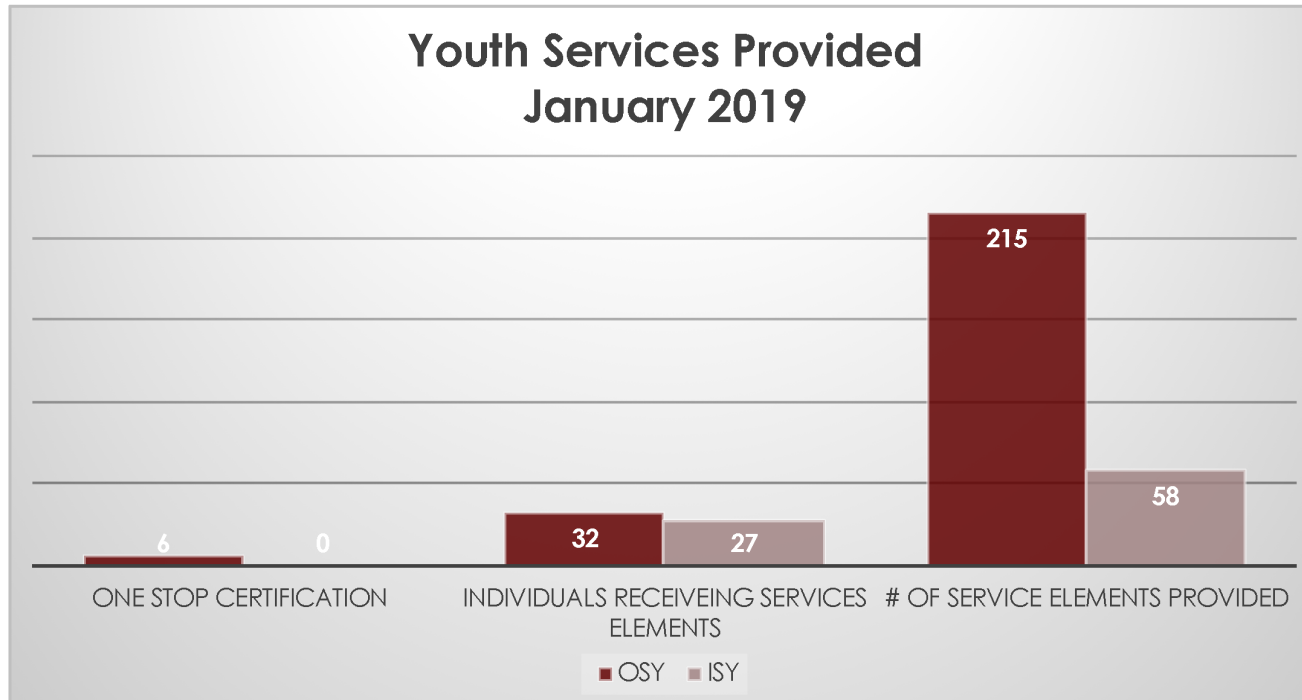
## Union County College

Resident Services  
January – February 2019



# XI. AMERICAN JOB CENTER REPORT ELTON ARMADY, DIRECTOR

## United Way of Greater Union County

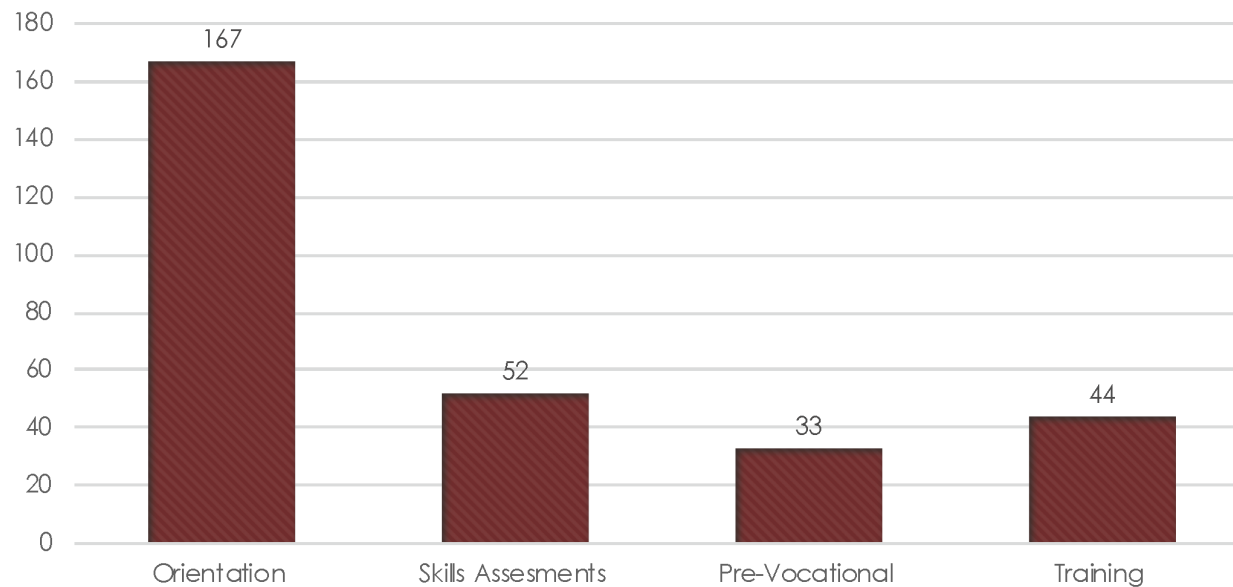


# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### American Job Center

WIOA Reportable Individuals & Participants  
February 2019



# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

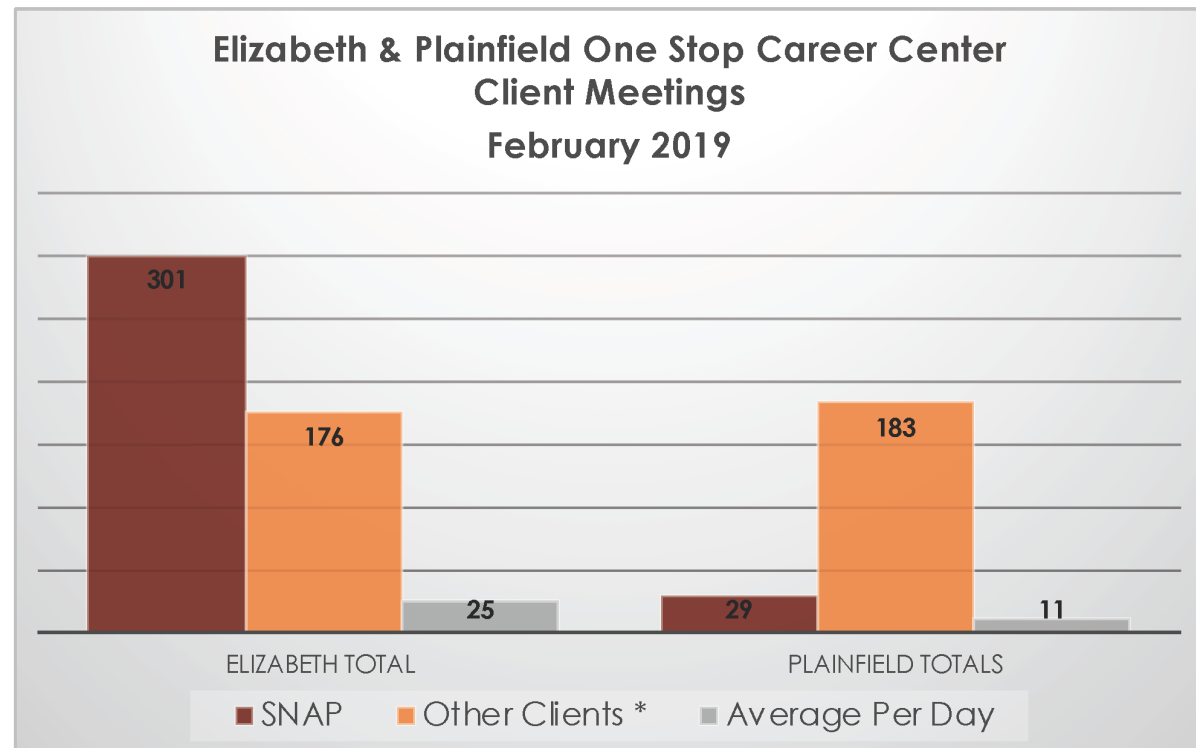
### American Job Center

#### Foot Traffic

After 6 months analyzing our client foot traffic, it was determined that a new client flow would allow for more individualized career counseling at the Elizabeth One Stop Center.

The new model will give the career counselor the opportunity to solely focus on providing tailored career assessment, guidance and follow-up services.

\* Other clients consist of WIOA, Tuition Waiver & Occupational Training Grants.



# XI. AMERICAN JOB CENTER REPORT

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### Partnership Engagement



Increase partner presence at the One Stop- UCC, Plainfield Library, Job Corp, and Workforce Advantage. Each partner has scheduled time to interact with AJC clients.



Dual Enrollment – Discussion on how to increase participation between various partners.



Monthly management meetings to strengthen communication between partners.



AJC Partners Workshop with defined expectations, such as information sharing system, resource directory, and career symposium.



Cross training with representative from the Dept. of Labor, DVRS, and Plainfield library.



# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### Success Story

Jordan is a 22 year old male who is part of the United Way YEPP program. When he came to United Way, he expressed an interest in designing video games, but had no specific plans for returning to school. Jordan was eager to stabilize his life and jumped at the opportunity to participate in a work experience with Union County Social Services.

With the help of Tricia Lopez at Social Services, he was mentored, provided a meaningful work experience, and given the opportunity to explore other interests. As a result of his work experience, he began to explore career options in the social service field. With the guidance of Ms. Lopez and her team, Jordan was encouraged to apply for a full time position within Social Service. Currently Jordan is awaiting feedback on his first interview.



# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### Futurework Systems Data

<b>FUTUREWORK SYSTEMS</b> REPORT PY 18 Q3 Report Date: 2/27/19 Date: 3/4/19	ADULT		ADULT		ADULT		ADULT	
	EMPLOYMENT RATE		MEDIAN EARNINGS		EMPLOYMENT RATE		CREDENTIAL ATTAINMENT	
	2nd Quarter After Exit		2nd Quarter After Exit		4th Quarter After Exit		4th Quarter After Exit	
	LWD Goal:	80.60%	LWD Goal:	\$4,513.00	LWD Goal:	67.50%	LWD Goal:	50.10%
	Actual Status	86.36%	Actual Status	\$6,164.84	Actual Status	87.76%	Actual Status	0.00%
	% Achieved	107.15%	% Achieved	136.60%	% Achieved	130.01%	% Achieved	0.00%
<b>FUTUREWORK SYSTEMS</b> REPORT PY 18 Q3 Report Date: 2/27/19 Date: 3/4/19	DISLOCATED		DISLOCATED		DISLOCATED		DISLOCATED	
	EMPLOYMENT RATE		MEDIAN EARNINGS		EMPLOYMENT RATE		CREDENTIAL ATTAINMENT	
	2nd Quarter After Exit		2nd Quarter After Exit		4th Quarter After Exit		4th Quarter After Exit	
	LWD Goal:	81.70%	LWD Goal:	\$5,869.00	LWD Goal:	66.50%	LWD Goal:	53.50%
	Actual Status	78.71%	Actual Status	\$7,976.89	Actual Status	67.87%	Actual Status	100.00%
	% Achieved	96.34%	% Achieved	135.92%	% Achieved	102.06%	% Achieved	186.92%
<b>FUTUREWORK SYSTEMS</b> REPORT PY 18 Q3 Report Date: 2/27/19 Date: 3/4/19	YOUTH		YOUTH		YOUTH		YOUTH	
	EMPLOYMENT RATE OR EDUCATION OR TRAINING				EMPLOYMENT RATE OR EDUCATION OR TRAINING		CREDENTIAL ATTAINMENT	
	2nd Quarter After Exit				4th Quarter After Exit		4th Quarter After Exit	
	LWD Goal:	75.00%			LWD Goal:	40.00%	LWD Goal:	74.00%
	Actual Status	95.56%			Actual Status	73.08%	Actual Status	0.00%
	% Achieved	127.41%			% Achieved	182.70%	% Achieved	0.00%

# XI. AMERICAN JOB CENTER REPORT ELTON ARMADY, DIRECTOR

## Union County College Financial & Program Performance Dashboard – February 2019

	Purchase Order No.	Start Date	End Date	Contract Budget	Monthly Accrual	Year to Date Expenses	Account Balance	
Reso 2018-292 3-22-18 G-02-17-365-366-439	18002862	12/15/2017	3/15/2019	\$100,000.00	\$13,188.56	\$70,761.40	\$29,238.60	Adult
Reso 2018-292 3-22-18 G-02-17-365-372-439	18002862	12/15/2017	3/15/2019	\$300,000.00	\$46,765.77	\$267,909.27	\$32,090.73	Dislocated

# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### United Way Financial & Program Performance Dashboard – February 2019

	Purchase Order No.	Start Date	End Date	Contract Budget	Monthly Accrual	Year to Date Expenses	Account Balance	
Reso 2016-933 10/22/16	17001400	12/1/2016	6/30/2018	\$477,000.00	\$0.00	\$452,004.74	\$0.00	\$24,995.26
G-02-16-365-371-534 & G-02-16-365-371-535								
Reso 2017-810 9/28/17	18001802	9/1/2017	6/30/2018	\$480,000.00	\$18,802.00	\$405,230.37	\$65,808.89	\$8,960.74
G-02-16-365-371-434 & G-02-16-365-371-534								
Reso 2018-417 4/26/18	18004166	12/1/2016	6/30/2018	\$23,299.57	\$0.00	\$22,030.10	\$0.00	\$1,269.47
G-02-16-365-371-534								
Reso 2018-650 7/12/18	18005835	7/1/2018	6/30/2019	\$150,000.00	\$36,348.16	\$94,985.20	\$55,014.80	\$0
G-02-17-365-371-434								
Reso 2018-650 7/12/18	18007582	7/1/2018	6/30/2019	\$150,000.00	\$0.00	\$0.00	\$150,000.00	\$0
G-02-18-365-371-434								
Reso 2018-652 7/12/18	18007583	7/1/2018	6/30/2019	\$280,000.00	\$28,175.99	\$58,089.42	\$221,910.58	\$0
G-02-18-365-371-534								
Reso 2018-840 9/27/18	18008211	7/1/2018	6/30/2019	\$235,000.00	\$16,145.12	\$58,464.10	\$176,535.90	\$0
G-02-18-365-371-534								

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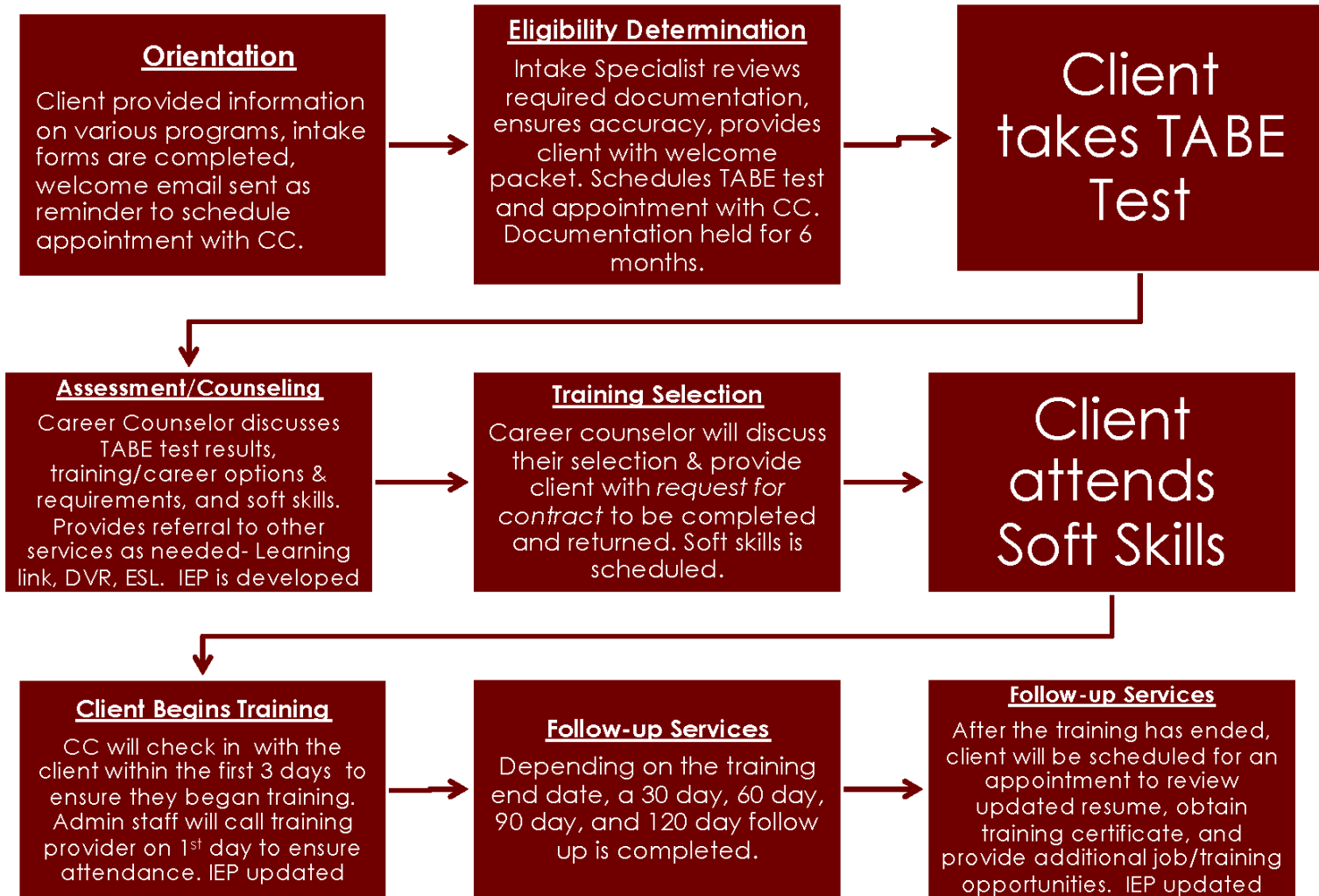
### One-Stop Financial & Program Performance Dashboard – February 2019

	<u>Start Date</u>	<u>End Date</u>	<u>Contract Budget</u>	<u>Monthly Accrual</u>	<u>Year to Date Expenses</u>	<u>Account Balance</u>	
Reso 2017-875 10/26/17 G-02-17-365-366-581	10/26/2017	12/31/2018	\$382,699.00	\$11,164.32	\$243,698.22	\$139,000.78	Adult
Reso 2017-875 10/26/17 G-02-17-365-372-581	10/26/2017	12/31/2018	\$536,273.00	\$26,569.80	\$380,073.41	\$156,199.59	Dislocated
Reso 2018-823 9/27/18 G-02-18-365-366-581	9/27/2018	6/1/2019	\$360,938.00	\$1,333.33	\$2,593.33	\$358,344.67	Adult
Reso 2018-823 9/27/18 G-02-18-365-372-581	9/27/2018	6/1/2019	\$519,629.00	\$19,447.20	\$22,851.20	\$496,777.80	Dislocated

# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

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# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### Elizabeth One-Stop Reorganization

#### Old Model



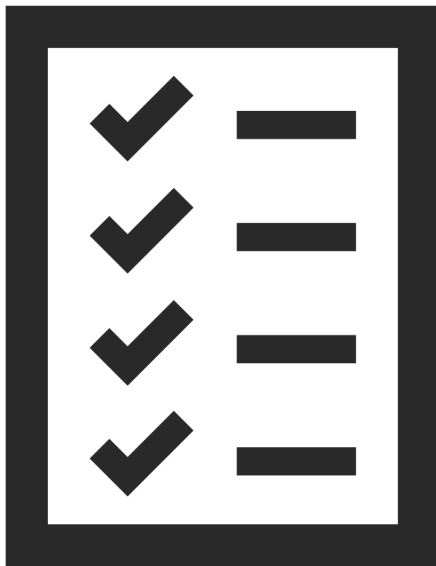
- Six Career Counselors - Responsible to assist SNAP and WIOA clients on a daily basis from 9:00-12:30. From 1:30- 4:30 CC processed paperwork, entered data, followed up on phone calls and emails. Average # of clients 29.
- Career Counselors offered SNAP clients counseling, sanction removals, buss passes, referrals, and job search assistance. Manual processing and data entry required for each client.
- Career Counselors provided WIOA clients with training services, which included counseling, assessment & scheduling, eligibility determination, review of training services, supportive service, and follow up services. Manual processing and data entry required for each client.
- Career Counselors focused on assisting the client overcoming barriers vs enrolling in training services. Intensive social service model.

# XI. AMERICAN JOB CENTER REPORT

## ELTON ARMADY, DIRECTOR

### Elizabeth One-Stop Reorganization

#### New Model



- Two Intake & Outreach Specialists - Responsible for determining eligibility, data entry, and scheduling of assessments. After orientation, staff will email the clients to schedule an appointment to determine eligibility. They also conduct follow ups to ensure satisfaction with training program.
- One SNAP Career Counselor plus back up (Supervisor) - Responsible for seeing all SNAP clients from 9:00am -12:00pm and 1:00pm to 4:00pm.
- Four WIOA Career Counselors will focus on assessment, counseling, career and training opportunities, certification, supportive services, and training referrals. Responsible for ITA documentation processing and data entry. Follow up services will be conducted by Career Counselors in addition to Intake & Outreach Specialist and support staff.



**XI. AMERICAN JOB CENTER REPORT  
ELTON ARMADY, DIRECTOR**

**Questions?**

PLAN FOR SUCCESS



## XII. OLD BUSINESS JUAN CARLOS DOMINGUEZ, CHAIR

**THE UNION COUNTY  
WORKFORCE DEVELOPMENT BOARD**



PLAN FOR SUCCESS



# XIII. NEW BUSINESS

## JUAN CARLOS DOMINGUEZ, CHAIR

**THE UNION COUNTY  
WORKFORCE DEVELOPMENT BOARD**



PLAN FOR SUCCESS



# XIV. PUBLIC COMMENTS

## JUAN CARLOS DOMINGUEZ, CHAIR



PLAN FOR SUCCESS



# XV. ADJOURNMENT

## JUAN CARLOS DOMINGUEZ, CHAIR

**NEXT MEETING OF THE WORKFORCE DEVELOPMENT BOARD**  
**WEDNESDAY, MAY 15, 2019**

Meeting