

County Of Union
Workforce Development Board of Directors Meeting
Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066
9:00 A.M Friday, November 3, 2017

Board Members Present:

Juan Carlos Dominguez, J.J.J. Distributors **(Chair)**
Gloria Durham, Qunnection Management **(Vice Chair)**
Gary Pfarr, IBEW **(Secretary)**
Anna Belin-Pyles, Plainfield Public Schools
James R. Brady, The Savor Group, LLC
Hugh Caufield, Plainfield One-Stop / Workforce New Jersey
Peter Capodice, Union County Vocational Technical Schools
Tina Early, Elizabethtown Gas
James Horne, Jr., United Way of Union County
Jean Koszulinski, Union County One Stop Operator (Perle Almeida)
Dr. Margaret McMenamain, Union County College (Dr. Lisa Hiscano)
Glenn Nacion, Trinitas Regional Medical Center
Erich Peter, Union County Economic Development Corp.
Stan Robinson Jr., SHR Marketing, LLC
Kamran Tasharofi, Union County Healthcare Associates

Board Members Absent:

Mark Bocchieri, Verizon New Jersey
Richard Capac, Leaf Group, LLC
Pamela Capaci, Prevention Links
Noel Christmas, Utilities Workers Union of America Local 601
Donna Dedinsky, Wakefern Food Corporation
Ed Faber, NJ Div. of Vocational Rehabilitation Services (Leila Molaie)
Salvador Garcia, MAS Development Group
Charles Gillon, Division of Social Services
Anadir Liranzo, Omega Maintenance Corp.
Richard Malcolm, Iron Workers Local #11
Sandra McLachlan, Phillips 66 Bayway Refinery
John Perry, Council for Airport Opportunities

Guests:

Isaias Rivera, Union County College
Sereena Singh, NJ Healthcare Talent Network
Raji Ramachandra, NJ DOL
Tina Marie Doody, Plainfield Public Library
Josh Bornstein, UCESC
Adam Kubler, The Arc of NJ
Kraig Dowd, Esq., Weber & Dowd Law, LLC

County of Union:

Bruce Bergen, Freeholder Chairman, County of Union
Sergio Granados, Freeholder, Workforce Development Board Liaison, County of Union
Angel Estrada, Freeholder, County of Union
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Debbie Ann Anderson, Director, Department of Human Services
Karen Dinsmore, Assistant Director, Department of Human Services
Antonio Rivera, Director, Workforce Development Board
Lisa Bonanno, Deputy Director, Workforce Development Board
Thomas McCabe, Workforce Development Board
Elizabeth Paskewich, Workforce Development Board
Gina Tuesta, Workforce Development Board
Michele Antunes, American Job Center
Gisela Bernal-Castro, American Job Center
Jeffrey Jackson, American Job Center
April Bauknight, Union County Counsel

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I. CALL TO ORDER

The meeting was called to order by Workforce Development Board (WDB) Chair, Mr. Juan Carlos Dominguez at 9:09 a.m.

II. OPEN PUBLIC MEETINGS ACT

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

III. ROLL CALL

Ms. Lisa Bonanno conducted the Roll Call.

IV. FLAG SALUTE

V. APPROVAL OF THE SEPTEMBER 15, 2017 MEETING MINUTES

- Motion was made by Gary Pfarr and seconded by Glenn Nacion to approve the minutes of September 15, 2017 meeting. Motion carried.

VI. ACTION REQUIRED:

Approval of the Workforce Development Board 2018 Calendar Year Meeting Schedule

Wednesday, January 24, 2018

Wednesday, March 21, 2018

Wednesday, May 23, 2018

Wednesday, June 27, 2018

Friday, September 21, 2018

Friday, November 2, 2018

- Motion was made by Erich Peter and seconded by James Horne to approve the 2018 Calendar Year Meeting Schedule. Motion carried.

VII. ACTION REQUIRED:

American Job Center Budget Modification Request

Kraig Dowd, special counsel, to the Workforce Development Board, brought forth to the Board a budget modification request as submitted by April Bauknight, Union County Counsel, on behalf of the Department of Human Services of Union County in connection with the procurement of the American Job Center Operator. Budget modification is needed do to an oversight regarding fringe/pension payments. This oversight would lead to a line item adjustment and would not further impact quality or quantity of service. The Executive Board has met and approved said Budget Modification Request.

- Motion was made by Erich Peter and seconded by Gary Pfarr to approve the American Job Center Budget Modification. Motion carried.

VIII. INFRASTRUCTURE COSTS- MEMORANDA OF UNDERSTANDING

Elizabeth Paskewich provided the Board with a detailing of a policy update as mandated by the State of NJ. An addendum is required to current One Stop MOU to include an Infrastructure Funding Agreement- which identifies required One-Stop partners contributions toward the cost of operating the one-stop center(s) in the local area. This addendum will be spearheaded by WDB Consultants, Group I &I, and will be provided to the State by the December 2017 deadline.

IX. ACTION REQUIRED:

To Authorize the Expenditure of Facilities/Utilities Charges in the Amount of \$13,200.00 for the facility at The Mills at Jersey Gardens Mall.

This expenditure would fund the Facilities/Utilities Charges for the eight month period of November 2017- June 2018.

- Motion was made by Gary Pfarr and seconded by Stan Robinson to authorize the expenditure of the Facilities/Utilities charges for the facility at The Mills at Jersey Gardens Mall. Motion carried.

X. PY2017 WORKFORCE DEVELOPMENT BOARD BUDGET UPDATE:

Thomas McCabe provided the Board with Budget updates reflective of both 2016 and 2017 Budgets in respect to WIOA and WFNJ funding streams.

XI. SUB-RECIPIENT PROGRESS REPORTS

AMERICAN JOB CENTERS REPORT

Ms. Perle Almeida provided the Board with the American Job Center Report. Ms. Almeida provided the First Quarter report (July 1, 2017- September 30, 2017) indicating that currently 75 customers have been placed in training. It is anticipated that 96 Adults and 130 Dislocated Workers will received training. It is anticipated additional funding will be needed for Dislocated Worker Training.

WORKFORCE INNOVATION BUSINESS CENTER REPORT

Mr. Isaias Rivera provided the Board with an overview on the Workforce Innovation Business Center. The WIB Center has started soft skills classes in Plainfield. This is a great opportunity for residents located in Western Union County. The WIB Center has been working in a collaborative effort with other UCC grant funded (Title II, WFNJ) programs to education clients on all opportunities and programs available to them.

Total numbers to date:

- 356- Soft Skills participants
- 401 residents employed through 60 employers
- 2760 residents received services
- 29 major recruitment events.

UNION COUNTY YOUTH CONSORTIUM REPORT

Mr. James Horne provided with Board with detailed information regarding the United Way of Greater Union County Youth Employment Pathways Program.

- 75 Students are currently certified and active
- 25 of the 75 are currently in occupational training
- 37 have achieved performance measures (skills gains, enrolling in school, etc)
- 30 have participated in a subsidized work experience
- Program Level of Service- 115 Out-of-School youth, 40 In-School Youth
- Currently initiating a Learn to work initiative which consists of 21 hours of work experiences with required tutoring. This program is partnered with Plainfield Library to provide Soft Skills classes, expanded job readiness, job shadowing, and career exploration.

XII. UNION COUNTY EDUCATIONAL SERVICES COMMISSION- PROJECT SEARCH

Mr. Josh Bornstein and Mr. Adam Kubler provided the board with an update on Union County's Project Search. The Project SEARCH High School Transition Program is a unique, business led, one year school-to-work program that takes place entirely at the workplace. Total workplace immersion facilitates a seamless combination of classroom instruction, career exploration, and hands-on training through worksite rotations.

XIII. OLD BUSINESS

No old business reported.

XIV. NEW BUSINESS/PUBLIC COMMENTS

Dr. Lisa Hiscano, UCC, notified the Board of an opportunity skills grant that will provide 24 individuals with Welding training. Will be reaching out to the American Job Center to further discuss this program.

XV. NEXT WDB MEETING:

Wednesday, January 24, 2018
Clark Holiday Inn
36 Valley Road, Clark, NJ 07066

XVI. ADJOURNMENT

- A motion was made by James Brady, and seconded by Stan Robinson to adjourn the November 3, 2017 Workforce Development Board meeting. Motion Carried.

Verbatim dialogue available through recording.