

**County Of Union**  
**Workforce Development Board of Directors Meeting**  
**Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066**  
**9:00 A.M Friday, September 15, 2017**

**Board Members Present:**

Anna Belin-Pyles, Plainfield Public Schools  
James R. Brady, The Savor Group, LLC  
Richard Capac, Leaf Group, LLC  
Peter Capodice, Union County Vocational Technical Schools (Gwen Ryan)  
Hugh Caufield, Plainfield One-Stop / Workforce New Jersey  
Noel Christmas, Utilities Workers Union of America Local 601  
Juan Carlos Dominguez, J.J.J. Distributors **(Chair)**  
Gloria Durham, Qunnection Management **(Vice Chair)**  
Tina Early, Elizabethtown Gas  
Salvador Garcia, MAS Development Group (Gail Delgado)  
Charles Gillon, Division of Social Services  
James Horne, Jr., United Way of Union County  
Jean Koszulinski, Union County One Stop Operator  
Richard Malcolm, Iron Workers Local #11  
Dr. Margaret McMenamin, Union County College (Dr. Lisa Hiscano)  
Glenn Nacion, Trinitas Regional Medical Center  
Erich Peter, Union County Economic Development Corp.  
Gary Pfarr, IBEW **(Secretary)**  
Stan Robinson Jr., SHR Marketing, LLC  
Kamran Tasharofi, Union County Healthcare Associates

**Board Members Absent:**

Mark Bocchieri, Verizon New Jersey  
Pamela Capaci, HSAC Chair / Prevention Links  
Donna Dedinsky, Wakefern Food Corporation  
Anadir Liranzo, Omega Maintenance Corp.  
Sandra McLachlan, Phillips 66 Bayway Refinery  
John Perry, Council for Airport Opportunities  
Ed Faber, NJ Div. of Vocational Rehabilitation Services (Leila Molaie)

**Guests:**

Carmen Pichardo, TLD Network, Essex County College  
John Taggart, TLD Network, NJIT  
Joseph Tetteh, Technology Talent Network, NJIT  
Scott Kuchinsky, Plainfield Public Library

**County of Union:**

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  
Christian Penaloza, Workforce Development Board  
Elizabeth Paskewich, Workforce Development Board  
Gina Tuesta, Workforce Development Board  
Perte Almeida, American Job Center  
Lillian Roman, American Job Center  
Gisela Bernal-Castro, American Job Center  
Jeffrey Jackson, American Job Center  
April Bauknight, Union County Counsel

**County Of Union**  
**Workforce Development Board of Directors Meeting**  
**Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066**  
**9:00 A.M Friday, September 15, 2017**

**I. CALL TO ORDER**

The meeting was called to order by Workforce Development Board (WDB) Chair, Mr. Juan Carlos Dominguez at 9:05 a.m.

**II. OPEN PUBLIC MEETINGS ACT**

Ms. Elizabeth Paskewich read the Open Public Meetings Act Statement.

**III. ROLL CALL**

Ms. Elizabeth Paskewich conducted the Roll Call.

**IV. APPROVAL OF THE September 15, 2017 MEETING MINUTES**

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

**V. WDB DIRECTOR'S REPORT**

Antonio Rivera, Workforce Development Board Director, provided information on the utilization of TANF funding for Youth programs. The first two Resolutions of this meeting will stem from discussions with the Union County American Job Center, Union County Social Services and the Regional WDB team to further support the TANF youth population by providing increased scholastic and occupation training programs and opportunities. While this endeavor is still in the planning stages the Boards support is requested to continue this innovative initiative.

**VI. RESOLUTION-ACTION REQUIRED:**

RESOLUTION OF THE UCWDB AUTHORIZING THE USE OF COMPETITIVE CONTRACTING PROCEDURES FOR THE PROCUREMENT OF WORK FIRST NEW JERSEY SERVICES TO SUPPORT SUMMER YOUTH EMPLOYMENT.

- Motion was made by Stan Robinson and seconded by Glenn Nacion to authorize the use of competitive contracting procedures for the procurement of WorkFirst New Jersey Services to Support Summer youth employment. Motion carried.

**VII. RESOLUTION-ACTION REQUIRED:**

RESOLUTION OF THE UCWDB TO SUPPORT THE DEVELOPMENT OF A REGIONAL TANF PSAT/SAT SUMMER YOUTH EXTENDED YEAR PROGRAM

- Motion was made by Stan Robinson and seconded by Glenn Nacion to support the development of a Regional TANF PSAT/SAT Summer youth extended year program. Motion carried.

**VIII. RESOLUTION-ACTION REQUIRED:**

RESOLUTION OF THE UCWDB AWARDED A CONTRACT FOR THE PROVISION OF IN-SCHOOL AND OUT-OF-SCHOOL YOUTH SERVICES.

- Motion was made by Gary Pfarr and seconded by Kamran Tasharofi to award a contract for the provision of In-School and Out-of-School Youth Services to the United Way of Greater Union County. Representatives from United Way of Greater Union County, Tina Early, and Plainfield Board of Education abstained. Motion carried.

Evaluation Reports were provided to all meeting attendees.

**IX. RESOLUTION-ACTION REQUIRED:**

RESOLUTION OF THE UCWDB AWARDING A CONTRACT FOR THE PROVISION OF WORK FIRST NEW JERSEY PROGRAMS

- Motion was made by Glenn Nacion and seconded by James Horne to approve the awarding of a contract to B&M Consultants, Inc, for WorkFirst New Jersey programs. Motion carried.

Evaluation Reports were provided to all meeting attendees.

**X. ACTION REQUIRED- PY 2017 WORKFORCE DEVELOPMENT BOARD BUDGET:**

A MOTION TO APPROVE THE UPDATED PROGRAM YEAR 2017 WORKFORCE DEVELOPMENT BOARD BUDGET.

Thomas McCabe presented the updated Budget to the Board. Mr. McCabe provided budget spreadsheets to the Board to aide in budget facilitation and discussion.

- Motion was made by James Horne and seconded by Richard Capac to approve the Program Year 2017 Workforce Development Board Budget. Motion carried.

**XI. SUB-RECIPIENT PROGRAM REPORTS**

**1. AMERICAN JOB CENTERS REPORT**

Jean Koszulinski, One Stop Manager, announced a leave of absence. Perle Almeida will be Acting One Stop Manager in the interim. Perle Almeida provided the American Job Center report.

Ms. Almeida provided the Board with an extensive report regarding the demographics of "PY16 Placed in Training" One Stop customer including municipality, Ethnicity/Race, Gender as well as current outcomes.

During Program Year '16 (June 1, 2016- June 30, 2017)

- 261 customers were placed in training
- 145 completed (additional pending)
- 103 credentials submitted
- 43 confirmed employment

Ms. Almeida also provided the Board with recent partner collaborations and current caseload numbers.

**2. WORKFORCE INNOVATION BUSINESS CENTER REPORT**

Dr. Lisa Hiscano provided the Workforce Innovation Business Center Report

The current contract has been extended through December enabling Workplace training to continue.

- In Union County 335 Residents have been provided training, with approx. 51% coming from Elizabeth and Plainfield.
- Recent recruitment events include AirServ, Think Kitchen, Ralph Lauren, Council for Airport Opportunity. With the holiday season approaching the WIB Center will be hosting seasonal recruitment events.
- Soft Skills training at the Plainfield Public Library will start in October (Adult Literacy and Community Library Partnership Program).

**3. UNION COUNTY YOUTH CONSORTIUM REPORT**

James Horne provided an overview of the Union Way Youth Consortium named the WIOA Youth employment Pathway Program (YEPP). Mr. Horne outlined the Program Model as well as the integration of Education & Career Pathways, Guidance & Supportive Services, and Work Experiences to make up the comprehensive program.

Mr. Horne reviewed the current Performance Targets the program strives to achieve and presented to the Board the programs achievements to date.

Some achievements include:

- 65 youth enrolled with individualized service strategies and career pathways developed.
- 16 youth completed work experience, 16 youth currently engaged in work experience.
- 36 youth have received supportive services
- 40 have participated in job readiness workshops

The program is analyzing challenges and is working on strategies to overcome and evolve the program going forward. To do this some next steps include:

- Launching a Learn to Work component
- Launch an intensive tutoring program
- Increased efforts in enrolling youth in GED programs
- Increased effort in helping youth be ready to enter Occupational training.

## **XII. TRANSPORTATION, LOGISTICS, & DISTRIBUTION TALENT NETWORK PRESENTATION**

Carmen Pichardo and John Taggart spoke on behalf of the New Jersey TLD Talent Network. Their presentation outlined New Jersey's current economy and TLD's impact on employment. Currently TLD represents a major employment cluster and accounts for 13.2% of private sector wages, and accounts for 61.3% of jobs in Middlesex, Bergen, Essex, Hudson, Morris, and Union counties.

## **XIII. OLD BUSINESS**

No old business reported.

## **XIV. PUBLIC COMMENTS**

## **XV. NEXT WDB MEETING:**

DATE: TBD, JANUARY 2018

Clark Holiday Inn

36 Valley Road, Clark, NJ 07066

## **XVI. ADJOURNMENT**

- A motion was made by Stan Robinson, and seconded by Gloria Durham to adjourn the September 15, 2017 Workforce Development Board meeting. Motion Carried.

Verbatim dialogue available through recording.