

Public Meeting of the Union County Workforce Development Board

Zoom Virtual Conference Meeting

<https://us02web.zoom.us/j/86710740784?pwd=R1BtZnVBeEJYMU5Bc3hQMhZ6SWJKQT09>

9:00AM Wednesday, July 22, 2020

MEETING MINUTES

Board Members Present

Gloria Dunham, Qunnection Management (Chair)
James R. Brady, The Savior Group, (Vice Chair)
Richard Capac, Crowne Property Management
Tina Earley, American Water
Debbie-Ann Anderson, Union County Department of Human Services
Dr. Margaret McMenamin, Union County College (Dr. Lisa Hiscano)
Glenn Nacion, Trinitas Regional Medical Center (Mrs. Curry Bucu)
Erich Peter, Union County Economic Development Corp
Gwen Ryan, Union County Vocational Technical Schools
Teresa Soto-Vega, PROCEED
Dr. Kamran Tasharofi, Union County Healthcare Associates
Salvador Garcia, MAS Development Group
Edwin Gomez, Barcode Elizabeth
Donna Dadinski, Wakefern Food Corporation

Board Members Absent:

Paul Belardo, KML Carpenters
Mark Bocchieri, Verizon New Jersey
Matthew Caruso, Kean University
Richard Malcolm, Ironworkers Local #11
Roshan White, UA Local 24 Plumbers
Edward Faver, NJ Division of Vocational Rehabilitation Services
Juan Carlos Dominguez, J.J.J. Distributors
Juanito Chiluisa, NJ Department of Labor
Stan Robinson Jr., SHR Marketing, LLC
Krystal Canady, Gateway Family YMCA (Secretary)

Guests:

Raji Ramachandra, NJDOL
Scott Kuchinsky, Plainfield Public Library

County of Union:

Sergio Granados, Freeholder
Angel Estrada, Freeholder
Edward Oatman, County Manager
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Melissa Lespinasse, Union County, Department of Human Services
Meredith Barracato, Union County, Department of Human Services, American Job Center
Gina Tuesta, Workforce Development Board
Thomas McCabe, Workforce Development Board
Elton Armady, American Job Center
Perle Almeida, American Job Center
Antonio Rivera, Director, Workforce Development Board

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MEETING MINUTES

I. Call to Order & Welcome

The meeting was called to order by **Gloria Durham**, Chairwoman, Workforce Development Board, at 9:00AM.

II. Pledge of Allegiance

The Pledge of Allegiance to the flag of the United State of America was recited.

III. Open Public Meetings Act

The Open Public Meetings Act Statement below was read by **Gina Tuesta** into the record:

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 2020 ANNUAL MEETING SCHEDULE TO THE NEWSPAPERS CIRCULATING WITHIN THE COUNTY OF UNION AND DESIGNATED TO RECEIVE SUCH NOTICE, AND BY POSTING THE YEAR 2020 ANNUAL MEETING SCHEDULE IN THE COUNTY COURT HOUSE, THE UNION COUNTY WORKFORCE DEVELOPMENT BOARD WEBSITE, AND BY FILING THE YEAR 2020 ANNUAL MEETING SCHEDULE WITH THE OFFICE OF THE COUNTY CLERK.

FURTHERMORE, 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, THE UNION COUNTY WORKFORCE DEVELOPMENT BOARD WEBSITE, AND BY FILING THE NOTICE AT LEAST FORTY-EIGHT HOURS IN ADVANCE OF THIS MEETING WITH OFFICE OF THE COUNTY CLERK.

THE OPEN PUBLIC MEETINGS ACT STATEMENT SHALL BE ENTERED IN FULL IN THE MINUTES OF THIS MEETING.

IV. Roll Call

Gina Tuesta conducted the roll-call of the UCWDB members in attendance. Union County employees present and guests were acknowledged on the record, as reflected on page one of these minutes.

V. Approval of the Minutes

The minutes of the June 10, 2020 meeting were not presented for a vote.

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VI. Budget & Expense Report

Director Antonio Rivera reported that Thomas McCabe did not have a budget and expense report prepared as a result of the ensuing budget issues which are to be addressed during the resolutions on the agenda.

VII. Resolutions of the Union County Workforce Development Board

Director Rivera presented a general overview of the initial unemployment insurance claims filed by Union County Residents from March 21, 2020 through July 11, 2020. Initial Unemployment Claims totaled 75,903 during the stated period while the unemployment rate hovered at 14.6% through May of 2020.

Characteristics of Initial Unemployment Insurance Claims were also presented by Director Rivera along the lines of gender, race, ethnicity, age, education, occupational group, and sector.

Director Rivera then transitioned the discussion to the resolutions being presented for approval by the UCWDB, as previously issued to the board and the public for review through the Google Drive meeting folders.

Antonio Rivera presented to the Board the budget cuts from the NJDOL in the Workforce Innovation and Opportunity Act funding for the program year starting July 1, 2020 and ending on June 30, 2021.

The Union County Local Workforce Area received a reduction in funding in Adult in the amount of \$162,953; a reduction in funding in Dislocated Worker in the amount of \$47,318; a reduction in funding in Youth in the amount of \$353,667.

Further, the Union County Local Workforce Area received a reduction in funding in Workforce Learning Link in the amount of \$201,000, with the caveat that the awarded amounts run through the first quarter and additional funding may be available from October 1, 2020 through June 30, 2021.

NJDOL has not provided a Notice of Award to the Union County Local Workforce Area for WorkFirst New Jersey, which includes grant funds to services TANF, GA, and SNAP recipients.

Director Rivera also stated that while NJDOL has not granted Union County the WFNJ funding allocation, NJDOL has authorized the local areas to employ carry-over funds to obligate in the new fiscal year, so long as such funds are obligated by September 30, 2020 and liquidated by December 30, 2020.

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Thomas McCabe elaborated on the budget details with the Board, as previously uploaded to the Google Drive, and as incorporated in **Resolution 2020-11**.

**BOARD
ACTION**

- a. **RESOLUTION NO. 2020-11:** RESOLUTION OF THE UCWDB ADOPTING THE PY 2020 UNION COUNTY WORKFORCE DEVELOPMENT AREA BUDGET

Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-11**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2020-11**. **Teresa Soto-Vega** seconded the motion. The motion to approve the Resolution was approved unanimously.

Director Rivera presented **Resolution 2020-12** to the Board and **Thomas McCabe** elaborated on the budget details with the Board, as previously uploaded to the Google Drive, and as incorporated in **Resolution 2020-12**.

**BOARD
ACTION**

- b. **RESOLUTION NO. 2020-12:** RESOLUTION OF THE UCWDB AUTHORIZING MODIFICATIONS TO THE PY 2019 UNION COUNTY WORKFORCE AREA BUDGET

Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-12**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2020-12**. **Richard Capac** seconded the motion. The motion to approve the Resolution was approved unanimously.

**BOARD
ACTION**

- c. **RESOLUTION NO. 2020-13:** RESOLUTION OF THE UCWDB AUTHORIZING THE USE OF BUDGET ACCOUNTS BY THE COUNTY OF UNION, DEPARTMENT OF HUMAN SERVICES FOR THE PROVISION OF AMERICAN JOB CENTER SERVICES OPERATOR

Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-13**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2020-13**. **Gwen Ryan** seconded the motion. The motion to approve the Resolution was approved unanimously.

**BOARD
ACTION**

- d. **RESOLUTION NO. 2020-14:** RESOLUTION OF THE UCWDB AUTHORIZING AWARDING THE AWARD OF A CONTRACT FOR THE PROVISION OF SIMON YOUTH ACADEMY OPERATOR—WIOA OUT-OF-SCHOOL YOUTH SERVICES

Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-14**. **Teresa Soto Vega** made a motion to approve **Resolution No. 2020-14**. **Richard Capac** seconded the motion. **Gwen Ryan** abstained from voting. The motion to approve the Resolution was approved unanimously.

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BOARD
ACTION

- e. **RESOLUTION NO. 2020-15:** RESOLUTION OF THE UCWDB AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES: SUB-RECIPIENT FISCAL CONTRACT MONITORING

*Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-15**. Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-15**. Dr. Kamran Tasharofi made a motion to approve **Resolution No. 2020-15**. Richard Capac seconded the motion. The motion to approve the Resolution was approved unanimously.*

BOARD
ACTION

- f. **RESOLUTION NO. 2020-16:** RESOLUTION OF THE UCWDB AUTHORIZING THE AWARD OF A PROFESSIONAL SERVICES CONTRACT

*Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-16**. Dr. Kamran Tasharofi made a motion to approve **Resolution No. 2020-16**. Richard Capac seconded the motion. The motion to approve the Resolution was approved unanimously.*

VIII. **American Job Center Report**

The report submitted by AJC Director Elton Armady is attached these minutes.

IX. **Old Business**

No old business was discussed.

X. **New Business**

No new business was discussed.

XI. **Public Comments**

There were no public comments.

XII. **Adjournment**

The meeting was adjourned by Chairwoman Gloria Durham at 10:30am.

Meeting Schedule:

9:00AM, Wednesday, September 16, 2020

9:00AM, Wednesday, October 21, 2020 (Alternative Meeting)

9:00AM, Friday, November 6, 2020

9:00AM, Wednesday, December 9, 2020 (Alternative Meeting)

Location:

Zoom Virtual Conference Meeting



Union County American Job Center

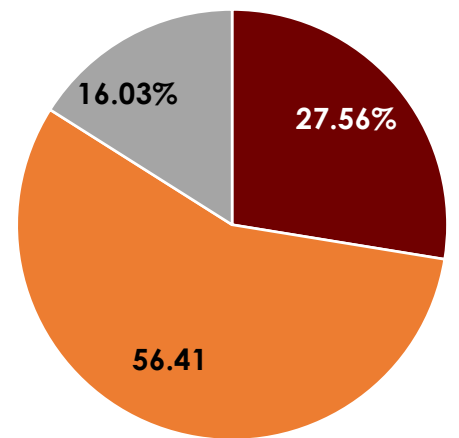
July 22, 2020

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Union County Works

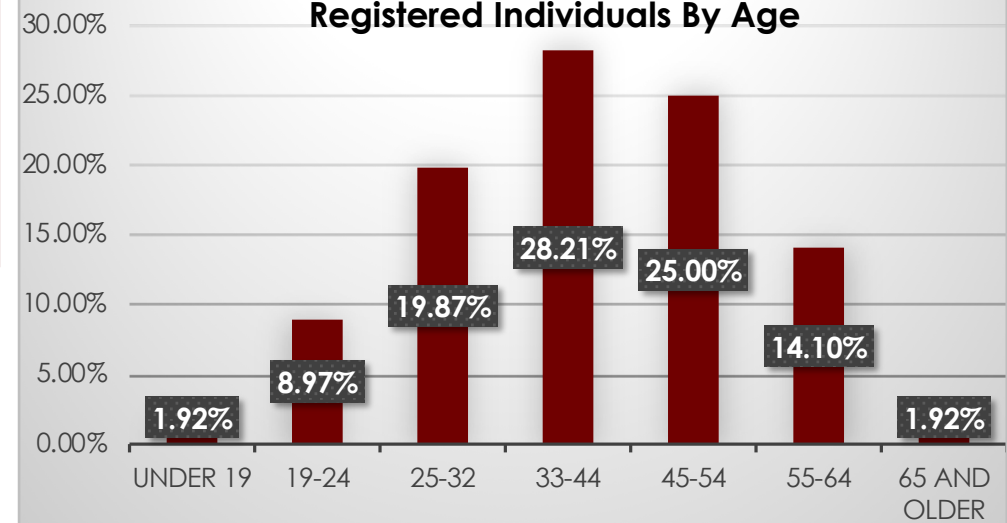
Demographics

Registered Individuals By Gender

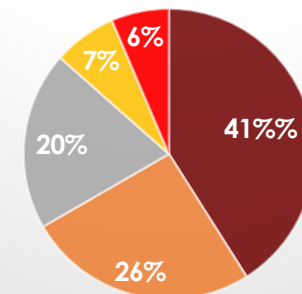


■ Males ■ Females ■ No Answer ■

Registered Individuals By Age



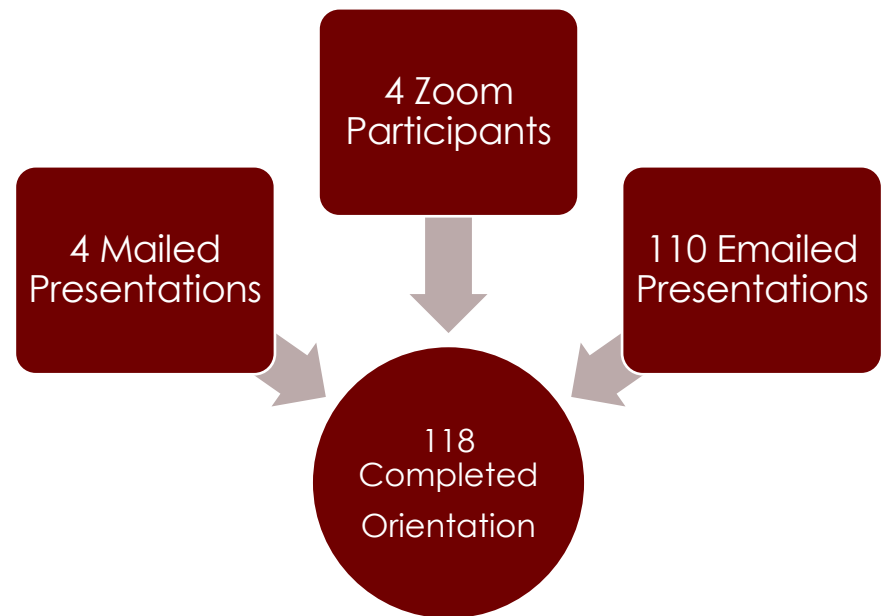
Education Level



■ High School or Less ■ Some College/Technical School
 ■ Bachelors Degree ■ Masters and Above
 ■ Not Provided

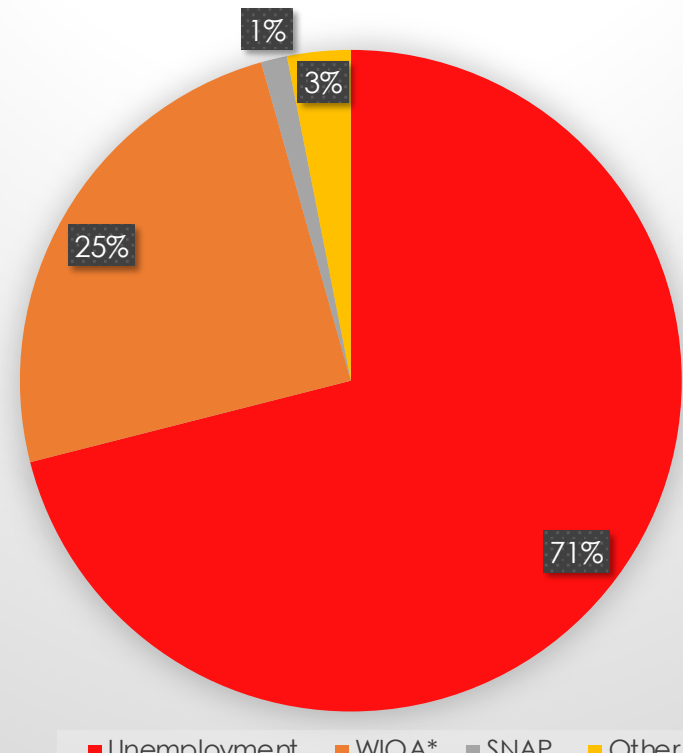
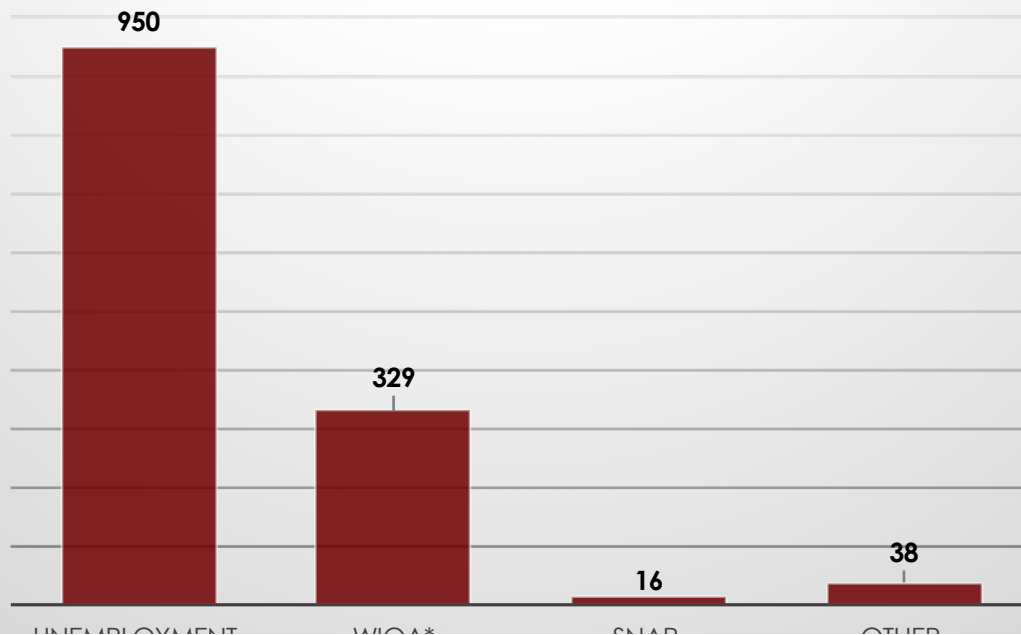
Orientation

Since June 1st, individuals interested in the American Job Center's services overwhelmingly choose to receive orientation via email. This narrated presentation allows for the individual to view the information at their own pace.



Call Logs by Client Type

Union County American Job Center
Call Logs
June 1st – July 10th 2020



Registered Users by Occupation

Similar to the trends we are seeing across the country this snapshot of registered users shows the hardest hit occupations based on registered users:

- Healthcare,
- Food services,
- Education,
- Professional & business services, and
- Retail trade.

ONET Occupation Group	% of Total
Management Occupations	9.16%
Business and Financial Operations Occupations	4.58%
Computer and Mathematical Occupations	3.82%
Architecture and Engineering Occupations	0.76%
Life, Physical, and Social Science Occupations	2.29%
Community and Social Services Occupations	1.53%
Legal Occupations	3.82%
Education, Training, and Library Occupations	3.05%
Arts, Design, Entertainment, Sports, and Media Occ.	2.29%
Healthcare Practitioners and Technical Occupations	4.58%
Healthcare Support Occupations	10.69%
Protective Service Occupations	1.53%
Food Preparation and Serving Related Occupations	1.53%
Personal Care and Service Occupations	3.05%
Sales and Related Occupations	3.82%
Office and Administrative Support Occupations	23.66%
Construction and Extraction Occupations	2.29%
Installation, Maintenance, and Repair Occupations	2.29%
Production Occupations	2.29%
Transportation and Material Moving Occupations	12.98%
ONET Occupation Group	% of Total
Report Rows: 20	100 %

New WorkFirst New Jersey (WFNJ) Unit

- The COVID-19 pandemic has brought dramatic changes to WFNJ, including the suspension of sanctions and work activities.
- In Union County, caseloads for those on TANF, GA and SNAP have doubled as unemployment has soared.
 - 643 GA Cases – 420 are employable
 - 583 TANF cases - # employable is under assessment
- New WFNJ Unit will comprise of 6 dedicated American Job Center staff and 2 Social Service staff.
- Primary goal will be to engage as many WFNJ participants in employment-related activities such as job search, participation in job fairs, education and training opportunities.

Youth Forward Program Update

Current Program Participant Data as of July 17, 2020

- In-School Youth – 116
- Out-of-School Youth – 127

- Total Active Youth - 38
- Total Youth Contacted – 276
- Total Youth Engaged - 243



Youth Forward Program Activities

➤ **Financial Literacy Workshop**

- Youth Forward hosted a 45 minute Financial Literacy workshop for youth on June 25th, provided by a subject matter expert who volunteered to provide the presentation. Topics included Banking (Checking vs. Savings accounts), credit cards (pros and cons), compound interest, credit scores, and budgeting. The workshop seemed well received and was recorded for future use.

➤ **In Demand Job Presentation: Obtaining a CDL License**

- Youth Forward hosted this presentation on July 9th. The program, provided by the Winsor Driving School, lasted 1 hour and covered such topics as the application process, training required, training specifics, training time frames, salary and benefit expectations, and information on linking the youth to a job once they have obtained their license. This program was also recorded.



Questions?