

Public Meeting of the Union County Workforce Development Board

Zoom Virtual Conference Meeting

<https://us02web.zoom.us/j/86710740784?pwd=R1BtZnVBeEJYMU5Bc3hQMjZ6SWJKQT09>

9:00AM Wednesday, June 10, 2020

MEETING MINUTES

Board Members Present

Gloria Dunham, Qunnection Management (Chair)
James R. Brady, The Savior Group, (Vice Chair)
Krystal Canady, Gateway Family YMCA (Secretary)
Richard Capac, Crowne Property Management
Juanito Chiluisa, NJ Department of Labor
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

Board Members Absent:

Paul Belardo, KML Carpenters
Mark Bocchieri, Verizon New Jersey
Matthew Caruso, Kean University
Donna Dadinski, Wakefern Food Corporation
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

Guests:

Raji Ramachandra, NJDOL
Michael Mclean, NJDOL
Isaias Rivera, Union County College
Julio Sabater, Workforce Advantage
Scott Kuchinsky, Plainfield Public Library

County of Union:

Sergio Granados, 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
Karen Robinson, Union County, Department of Human Services, Youth Forward
Elizabeth Paskewich, 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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I. Call to Order & Welcome

The meeting was called to order by Gloria Durham, Chairwoman, Workforce Development Board, at 9:05AM.

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 Elizabeth Paskewich 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

Elizabeth Paskewich 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

Chairwoman Gloria Durham requested a motion to approve the May 13, 2020 Minutes of the Union County Workforce Development Board. Dr. Kamran Tasharofi made a motion to approve the minutes. Teresa Soto-Vega seconded the motion. The motion was approved unanimously.

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VI. Budget & Expense Report

Director Antonio Rivera reported that Thomas McCabe did not have a budget and expense report prepared because the previously approved budget modifications—as approved by the UCWDB—had just been executed in the Edmunds' system and there was not sufficient time to crunch the data.

VII. Resolutions of the Union County Workforce Development Board

Director Antonio Rivera presented a general overview of the initial unemployment insurance claims filed by Union County Residents from March 21, 2020 through May 30, 2020. Initial Unemployment Claims totaled 62,628 during the stated period while the unemployment rate hovered at 15.4% through April of 2020.

Director Rivera stated that there was no Notice of Award from NJDOL regarding all grants including Workforce Innovation and Opportunity Act; WorkFirst New Jersey; or Workforce Learning Link. While a request was submitted to extend existing program year funding that was set to expire on June 30, 2020, there was no approval for same as of June 10, 2020.

Rivera further reported to the UCWDB that while NJDOL was awarded \$8,487,304 in COVID-19 Dislocated Worker grants from USDOL, there had been no discussion with the local areas on their respective roles, if any, in the delivery of services regarding said grant.

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 and Thomas McCabe presented **Resolution No. 2020-09** for the approval of the board.*

- a. RESOLUTION NO. 2020-09:** RESOLUTION OF THE UCWDB AUTHORIZING MODIFICATIONS TO THE PY2019 UNION COUNTY WORKFORCE AREA BUDGET—INDIRECT COST RATE FOR WFNJ & WLL

Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-09**. **Krystal Canady** made a motion to approve **Resolution No. 2020-09**. **Dr. Kamran Tasharofi** seconded the motion. The motion to approve the Resolution was approved unanimously.

*Director Rivera presented, and Director Armady expanded upon, **Resolution No. 2020-10** for the approval of the board.*

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- b. **RESOLUTION NO. 2020-10:** RESOLUTION OF THE UCWDB AUTHORIZING MODIFICATIONS TO THE PY2019 UNION COUNTY WORKFORCE AREA BUDGET—INFORMATION TECHNOLOGY SYSTEMS, EQUIPMENT, & OFFICE EXPENSE

*Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-10. James Brady** made a motion to approve **Resolution No. 2020-10. Dr. Kamran Tasharofi** 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.

Gloria Durham asked Director Armady about the Union County Works website placement on the County site in order to make it user friendly. AJC Director Elton Armady indicated that he would address the issue.

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:

Cancelled: ~~Wednesday, June 24, 2020 (Regularly Scheduled Public Meeting)~~

New Special Meeting: 9:00AM Wednesday, July 22, 2020

9:00AM, Wednesday, September 16, 2020

9:00AM, Friday, November 6, 2020

Location:

Zoom Virtual Conference Meeting



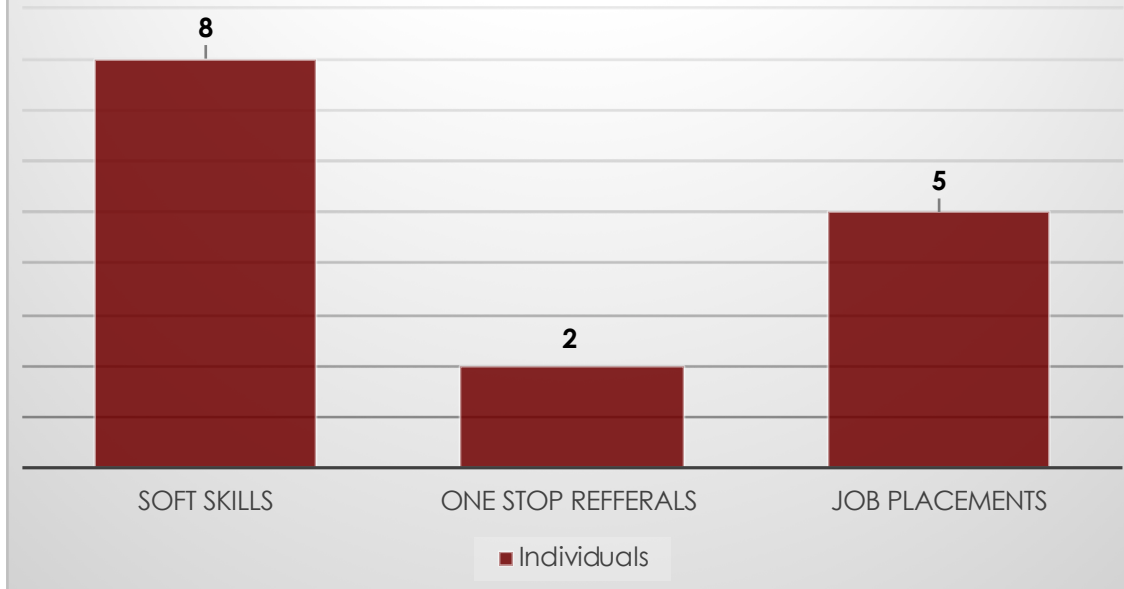
Union County American Job Center

June 10, 2020

A proud partner of the AmericanJobCenter[®] network

Union County College

Client Services April 2020

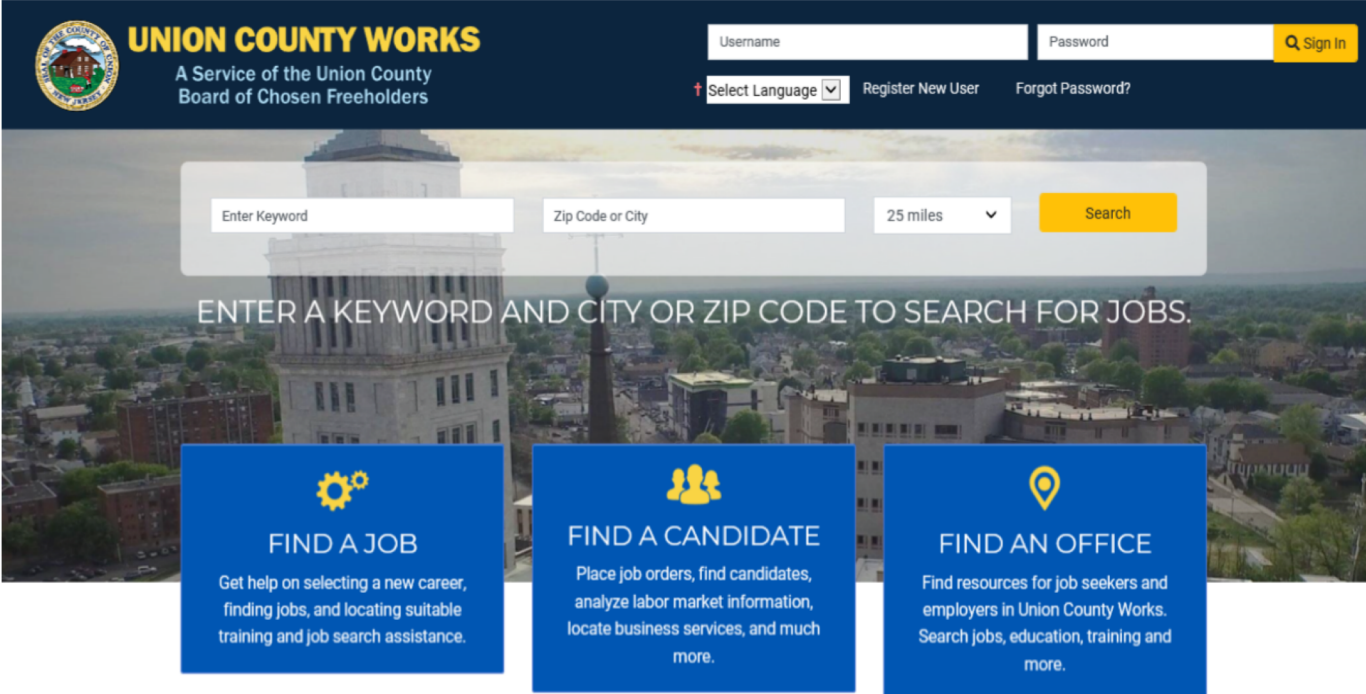


Additional Services

- Four (4) Clients Received Individualized Career Services, such as Job Search Assessments and Job Placement Assistance
- Average Hourly Salary For Job Placements is \$18.43
- Five (5) Clients Were Attending Occupational Training Programs

Union County Works – Virtual One Stop

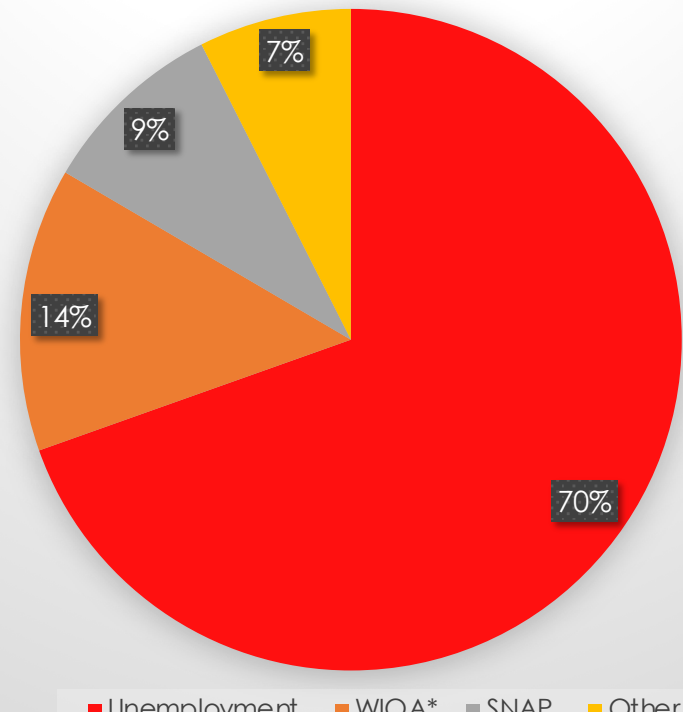
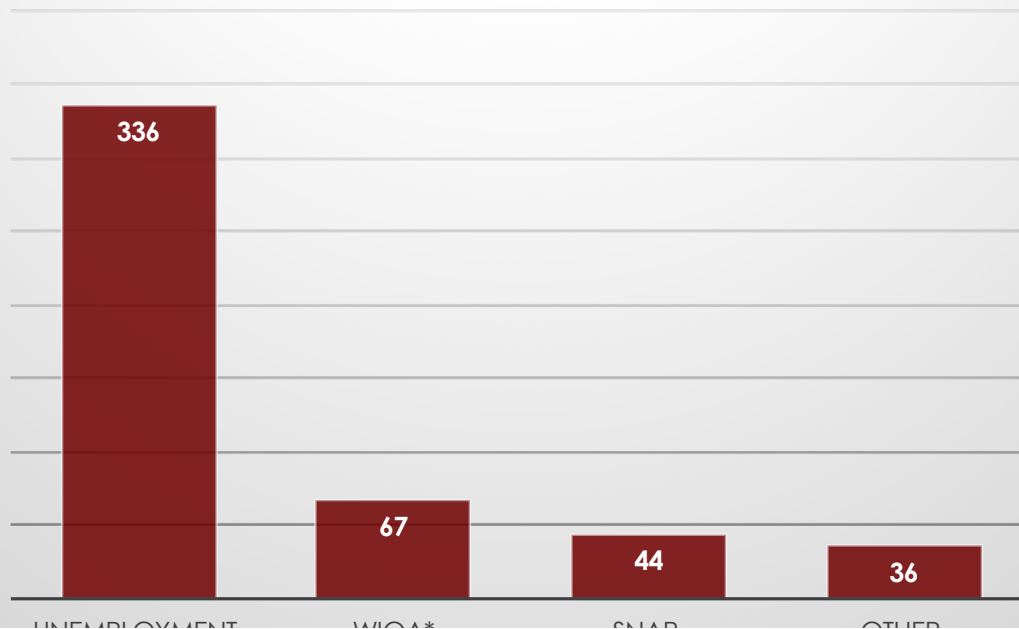
- System went live on Monday, June 1st
- Union County sent out a press release on their website, Facebook and Instagram
- AJC is working on marketing plan to increase awareness in all 21 municipalities as a resource for the 61,628 that have filed for unemployment benefits in Union County



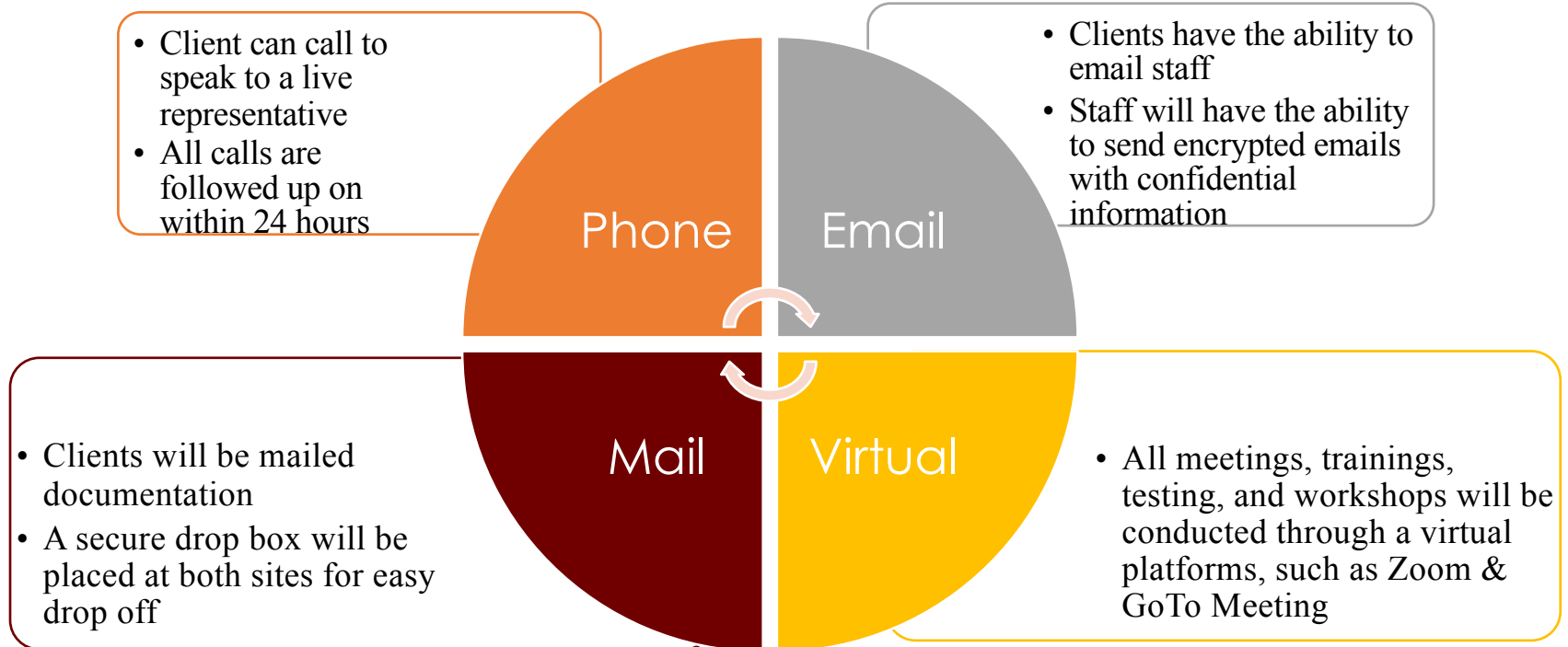
The screenshot displays the Union County Works website. At the top, the header features the Union County Works logo on the left, which includes the text "UNION COUNTY WORKS" and "A Service of the Union County Board of Chosen Freeholders". To the right of the logo are input fields for "Username" and "Password", followed by a "Sign In" button. Below these fields are links for "Select Language", "Register New User", and "Forgot Password?". The main content area has a background image of a cityscape. Overlaid on this is a search bar with three input fields: "Enter Keyword", "Zip Code or City", and a distance dropdown menu set to "25 miles". A yellow "Search" button is to the right of the search bar. Below the search bar, the text "ENTER A KEYWORD AND CITY OR ZIP CODE TO SEARCH FOR JOBS." is displayed. At the bottom, there are three blue rectangular boxes, each with a yellow icon and text. The first box has a gear icon and is titled "FIND A JOB", with the text "Get help on selecting a new career, finding jobs, and locating suitable training and job search assistance." The second box has a group of people icon and is titled "FIND A CANDIDATE", with the text "Place job orders, find candidates, analyze labor market information, locate business services, and much more." The third box has a location pin icon and is titled "FIND AN OFFICE", with the text "Find resources for job seekers and employers in Union County Works. Search jobs, education, training and more."

Call Logs by Client Type

Union County American Job Center
Call Logs
May 18th – May 29th 2020



Client Contact Methods



Service Delivery During COVID 19

Individualized Career Services

Initial Contact for Information

- Phone or Email
- *Union County Works* website
- Partner referral

Orientation

- Narrated PowerPoint regarding services
- Emailed or mailed to client
- Virtual Zoom

Intake & Eligibility Determination

- First virtual meeting
- Documentation Review
- Explanation of services by AJC and Partners

Career Counseling

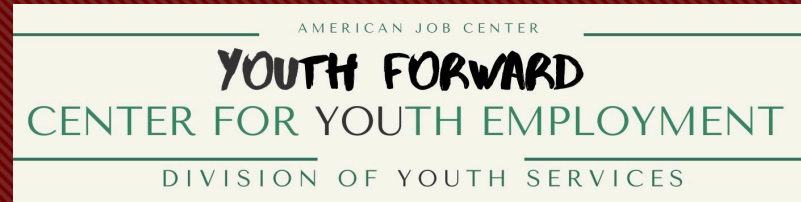
- IEP creation
- Skills Assessment
- Resume review
- Referrals to partners
- Work shops
- Labor Market Information
- Soft Skills
- Training

Job Search, Placement & Follow UP Services

- Job Search
- Job Matching
- OJT
- Pre interview workshops
- Job Fairs
- Follow up
- Referrals

Basic Career Services

Youth Forward Program



Number of Youth Serviced:

34 youth have agreed to continue with the Youth Forward Program during pandemic and we continue to maintain contact with 210 that are still active for a total of 244 youth.

Rutgers Virtual Tour:

- On May 21st, Youth Forward conducted a one hour virtual tour with the Rutgers Office of Recruitment & Outreach to highlight a post secondary education opportunity
- Subsequent bus trip to the campus is in the works with a student ambassador when things reopen

Virtual Platform Launched to Engage Youth:

- Live Life Virtually went live on June 1st
- Interactive program that teaches youth positive decision making skills, enabling them to reach their career and educational goals.



Questions?