

Public Meeting of the Union County Workforce Development Board
Zoom Virtual Conference Meeting
<https://zoom.us/j/95952900785?pwd=MUNMQ1ZrbFdpcFFUZEsrNThibk0wdz09>
9:00AM Wednesday, December 9, 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)
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
Dr. Kamran Tasharofi, Union County Healthcare Associates
Edwin Gomez, Barcode Elizabeth
Juanito Chiluisa, NJ Department of Labor
Salvador Garcia, MAS Development Group (Gail Delgado)
Teresa Soto-Vega, PROCEED

Board Members Absent:

Paul Belardo, KML Carpenters
Mark Bocchieri, Verizon New Jersey
Matthew Caruso, Kean University
Donna Dadinski, Wakefern Food Corporation
Richard Capac, Crowne Property Management
Edward Faver, NJ Division of Vocational Rehabilitation Services
Juan Carlos Dominguez, J.J.J. Distributors
Richard Malcolm, Ironworkers Local #11
Stan Robinson Jr., SHR Marketing, LLC
Roshan White, UA Local 24 Plumbers

County of Union:

Sergio Granados, Freeholder
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Thomas McCabe, Workforce Development Board
Elton Armady, American Job Center
Perle Almeida, American Job Center
Lisa Bonanno, Workforce Development Board
Carolina Marin, Workforce Development Board
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 9:05AM.

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 **Lisa Bonanno** 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**

Lisa Bonanno 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 November 6, 2020 meeting were not available for a vote.

VI. **Budget & Expense Report**

Tom McCabe presented the updated Budget and Expense Report for Program Year 2019, as of October 30, 2020, for both the Workforce Innovation and Opportunity Act (WIOA) and WorkFirst New Jersey (WFNJ) in the form attached hereto.

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Tom McCabe presented the updated Budget and Expense Report for Program Year 2020, as of October 30, 2020, for both the Workforce Innovation and Opportunity Act (WIOA) and WorkFirst New Jersey (WFNJ) in the form attached hereto.

VII. Resolutions of the Union County Workforce Development Board

Director Rivera presented to the Board a UCWDB Labor Market Report, dated December 9 2020, which included a general overview of the initial unemployment insurance claims filed by Union County Residents from March 21, 2020 through November 28, 2020. Initial Unemployment Claims totaled 106,418 during the stated period while the unemployment rate hovered at 8.3% through October 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. The full presentation is attached hereto.

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

**BOARD
ACTION**

RESOLUTION NO. 2020-26: Resolution Of The Union County Workforce Approving the 2021 Calendar Year Meeting Schedule.

*Chairwoman Gloria Durham requested a motion to approve **Resolution No. 2020-26. Teresa Soto Vega** made a motion to approve **Resolution No. 2020-26. Erich Peter** seconded the motion. The motion to approve the Resolution was approved unanimously.*

2021 Meeting Schedule:

Regular Public Business Meetings

Wednesday, February 10, 2021
Wednesday, April 14, 2021
Wednesday, June 9, 2021
Wednesday, September 8, 2021
Wednesday, November 10, 2021

Alternate Public Business Meetings

Wednesday, March 10, 2021
Wednesday, May 12, 2021
Wednesday, July 14, 2021
Wednesday, October 13, 2021
Wednesday, December 8, 2021

VIII. American Job Center Report

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

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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, February 10, 2021

Location:

Zoom Virtual Conference Meeting



UNION COUNTY WORKFORCE DEVELOPMENT BOARD

BUDGET & EXPENSE REPORTS

THOMAS MCCABE





UNION COUNTY WORKFORCE DEVELOPMENT BOARD

BUDGET & EXPENSE REPORT

THOMAS MCCABE



PROGRAM YEAR 2019 BUDGET STATUS FOR OCTOBER 30, 2020 YEAR TO DATE

	WIOA Adult	WIOA Youth	WIOA Dislocated Worker
Program Year 2019 Allocation	1,119,480	1,030,595	1,250,918
Program Year 2019 Expense			
Administration	67,825	101,516	79,095
Program	207,634	486,338	174,675
American Job Center	343,642	188,976	559,037
Total	619,101	776,830	812,807
Balance To Be Expended By June 30, 2021	500,379	253,765	438,111



UNION COUNTY WORKFORCE DEVELOPMENT BOARD

BUDGET & EXPENSE REPORT

THOMAS MCCABE



PROGRAM YEAR 2019 BUDGET STATUS FOR OCTOBER 30, 2020 YEAR TO DATE

	WFNJ TANF	WFNJ GA/SNAP	Workforce Learning Link	TANF Work Verification	CAVP	SmartSTEPS
Program Year 2019 Allocation	1,532,042	1,044,474	243,000	42,000	42,420	4,815
Program Year 2019 Expense						
Administration	183,593	125,141	16,481			315
Program	738,892	471,169	60,541			4,500
American Job Center	532,209	366,502	102,025			0
Total	1,454,694	962,812	179,047	0	0	4,815
Balance To Be Expended By December 30, 2020	77,348	81,662	63,953	42,000	42,420	0



UNION COUNTY WORKFORCE DEVELOPMENT BOARD

BUDGET & EXPENSE REPORT

THOMAS MCCABE



PROGRAM YEAR 2020 BUDGET STATUS FOR OCTOBER 30, 2020 YEAR TO DATE

	WIOA Adult	WIOA Youth	WIOA Dislocated Worker	COVID-19 DW NJ Endures
Program Year 2020 Allocation	956,527	887,199	1,203,600	300,000
Program Year 2020 Expense				
Administration	4,374	4,111	5,490	0
Program	1,798	1,703	2,263	0
American Job Center	26,799	17,632	31,870	0
Total	32,971	23,446	39,623	0
Balance To Be Expended By June 30, 2022	923,556	863,753	1,163,977	300,000



UNION COUNTY WORKFORCE DEVELOPMENT BOARD

BUDGET & EXPENSE REPORT

THOMAS MCCABE



PROGRAM YEAR 2020 BUDGET STATUS FOR OCTOBER 30, 2020 YEAR TO DATE

	WFNJ TANF	WFNJ GA/SNAP	Workforce Learning Link	CAVP
Program Year 2020 Allocation	1,077,305	697,207	42,000	31,815
Program Year 2020 Expense				
Administration	0	0	2,606	
Program	0	0	0	
American Job Center	0	0	34,966	
Total	0	0	37,572	0
Balance To Be Expended By December 30, 2021	1,077,305	697,207	4,428	31,815



Union County American Job Center

December 9, 2020

A proud partner of the AmericanJobCenter[®] network

Workforce Innovation Business Center Union County College

November 2020

- One Workplace Readiness/Soft Skills classes **10** students
- Remarkable Foods Virtual 3-Day Hiring Event
November 17-19, 2020
 - **133** Registered Individual Participants
 - **12** Screened Candidates
- Career Services Counseling – **1** client
- One new employer contact



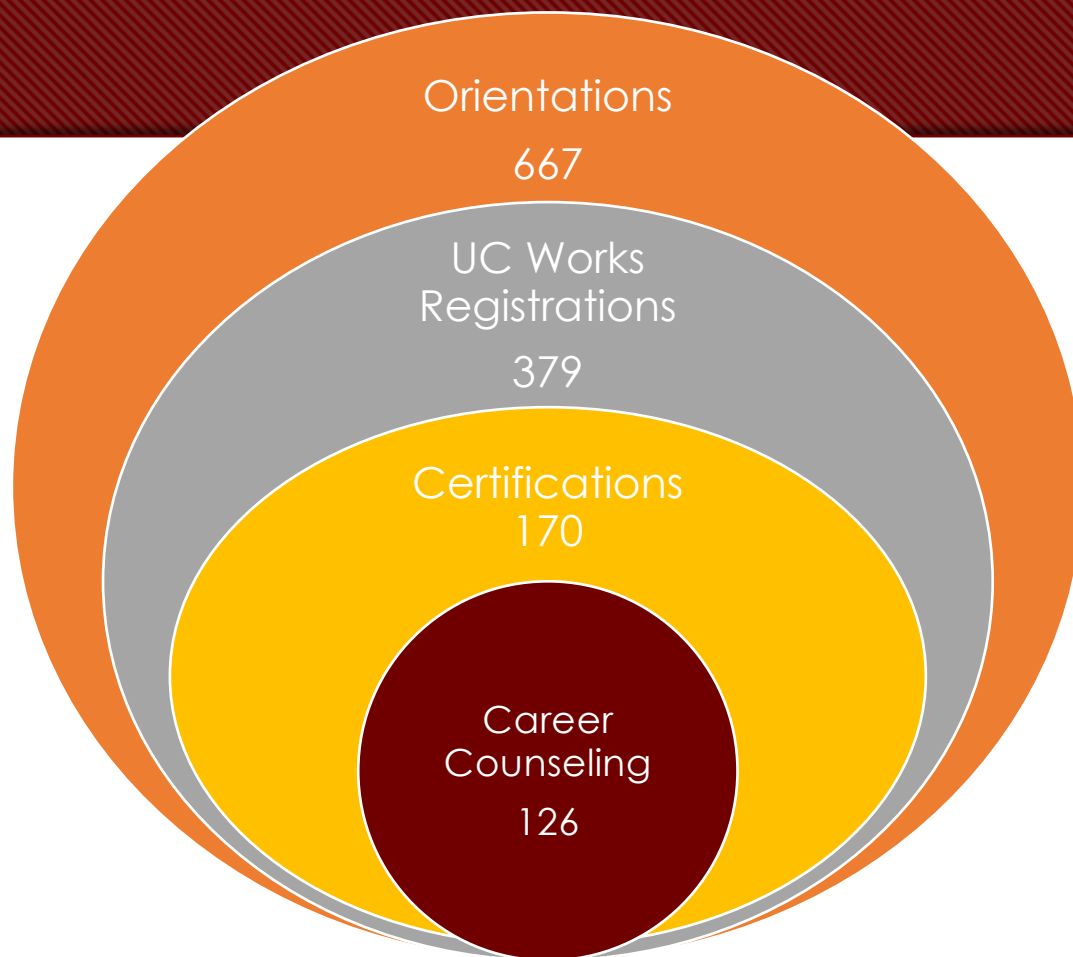
American Job Center Call Logs

**Cumulative Calls From
May 18, 2020 – November 27, 2020**

- The AJC addressed 3299 unemployment inquiries to assist with AJC services while waiting for unemployment claim response
- A total of 807 individuals reached out regarding WIOA services and were responded to during this timeframe
- SNAP was 75 individuals
- 168 individuals reached out regarding partner services



Total WIOA Client Services Delivered Since June 1, 2020



Virtual Job Fair

- 500 jobseeker register in our first virtual job fair.
- Over 190 participants attended employer sessions
 - Farmland Dairy 30 Participants
 - Remarkable Food 26 Participants
 - Trinitas Hospital 106 Participants
 - Wakefern Food Corp 34 Participants
- Currently 15 clients are in process to be hired.
- Planning for upcoming virtual job fair for industries including finance, accounting, healthcare, transportation, shipping and logistics and more.

AmericanJobCenter® **LET US HELP YOU FIND A JOB**



Virtual Job Fair November 12th 12pm-4pm

Positions Available:



Farmland Dairies - Located in Newark, NJ -
Truck Drivers (CDL Class A & B), Driver Helpers,
Warehouse Associates - Positions paying \$13-23/hr



Remarkable Foods - Located in Cranford, NJ -
Chef on the Road Drivers, Production Cooks, Food Assembly
Associates, Sanitation Associates, Warehouse & Material
Handlers - Positions paying \$14-20/hr



Trinitas - Positions in Elizabeth, NJ - Service, Clerical, Technical
and Clinical positions, which includes Patient Care Associates,
Nursing Assistants, Food Service, Housekeeping, ICU/OR
Nurses and more. Positions ranging from \$13-39/hr



Wakefern - Warehouse Selector Positions available in
Jamesburg, NJ - (1st and 2nd Shift) & Elizabeth, NJ
(2nd Shift). Positions starting \$14/hr

Candidates should pre-register at the following link and an invitation
will be sent to you: ucnj.org/virtual-job-fair



A Service of the Union County
Board of Chosen Freeholders



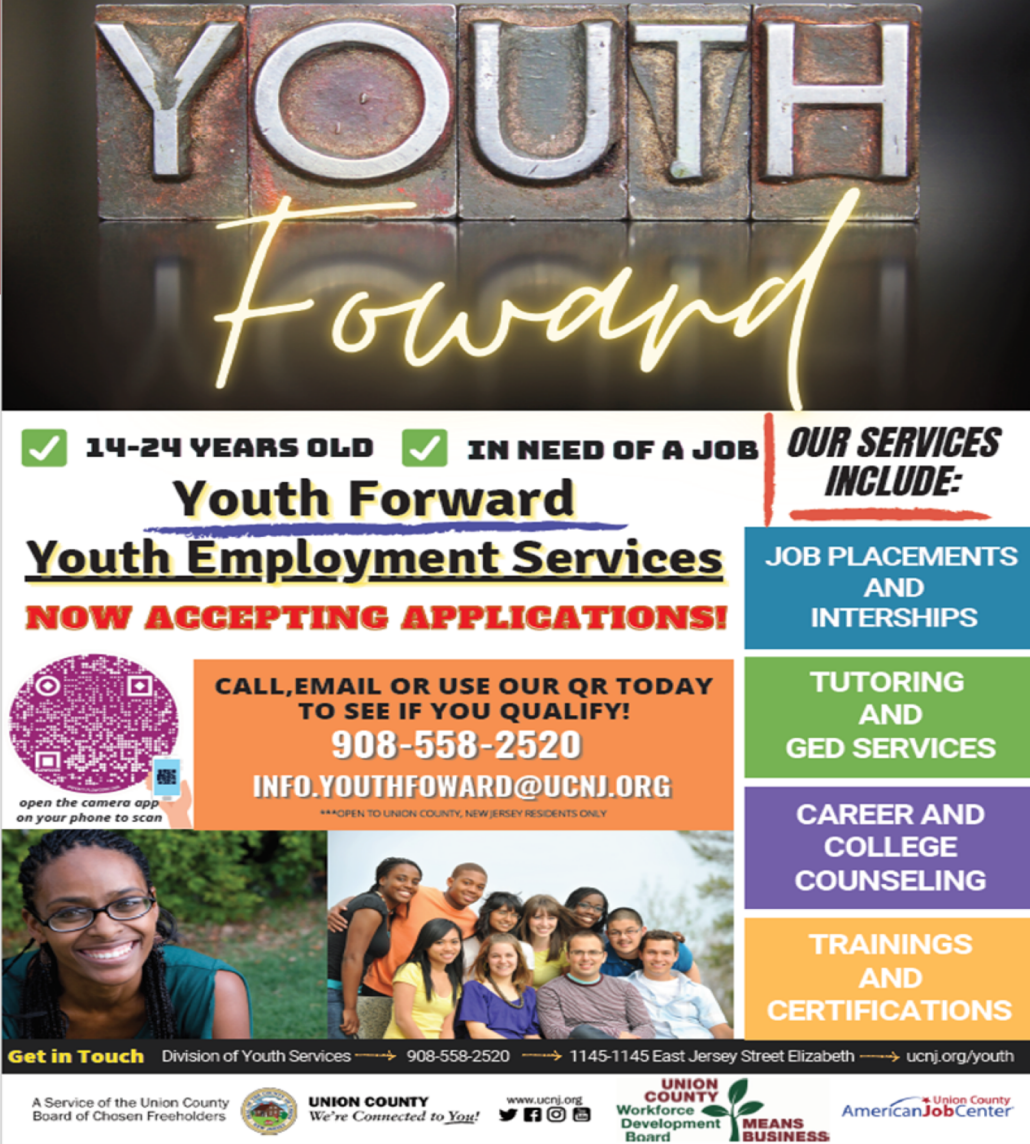
UNION COUNTY
We're Connected to You!

www.ucnj.org



Youth Forward Program Update

- Performed orientations and partner presentations to Probation, Youth Corps & the International Rescue Committee (IRC) for new youth engagement
- Recently expanded marketing efforts by creating a new Youth Forward Flyer.
- Distributed flyers to community organizations.
- Participated in the training of the Housing Authority of Elizabeth Staff.



The flyer features the word "YOUTH" in large, metallic, block letters at the top, with "Forward" written in a glowing, cursive script below it. The main text includes "14-24 YEARS OLD" and "IN NEED OF A JOB" with green checkmarks, followed by "Youth Forward Youth Employment Services" in bold, underlined text. A red banner states "NOW ACCEPTING APPLICATIONS!". A QR code is shown with the instruction "open the camera app on your phone to scan". Contact information includes the phone number "908-558-2520" and email "INFO.YOUTHFORWARD@UCNJ.ORG". A list of services on the right includes "JOB PLACEMENTS AND INTERSHIPS", "TUTORING AND GED SERVICES", "CAREER AND COLLEGE COUNSELING", and "TRAININGS AND CERTIFICATIONS". The bottom section features a photo of a group of diverse youth, the text "Get in Touch", and contact details for the Division of Youth Services. Logos for the Union County Workforce Development Board, American Job Center, and "MEANS BUSINESS" are at the bottom.

YOUTH
Forward

✓ **14-24 YEARS OLD** ✓ **IN NEED OF A JOB**

Youth Forward
Youth Employment Services
NOW ACCEPTING APPLICATIONS!

CALL, EMAIL OR USE OUR QR TODAY
TO SEE IF YOU QUALIFY!
908-558-2520
INFO.YOUTHFORWARD@UCNJ.ORG

OUR SERVICES INCLUDE:

- JOB PLACEMENTS AND INTERSHIPS
- TUTORING AND GED SERVICES
- CAREER AND COLLEGE COUNSELING
- TRAININGS AND CERTIFICATIONS

Get in Touch Division of Youth Services → 908-558-2520 → 1145-1145 East Jersey Street Elizabeth → ucnj.org/youth

A Service of the Union County Board of Chosen Freeholders

UNION COUNTY
We're Connected to You!

www.ucnj.org

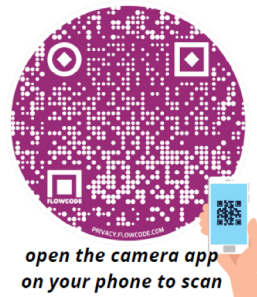
UNION COUNTY
Workforce Development Board

MEANS BUSINESS

American Job Center

Youth Forward Program Referrals

- Development Of QR Code For Youth Friendly Access To Website



**CALL, EMAIL OR USE OUR QR TODAY
TO SEE IF YOU QUALIFY!**

908-558-2520

INFO.YOUTHFORWARD@UCNJ.ORG

***OPEN TO UNION COUNTY, NEW JERSEY RESIDENTS ONLY

- Referral Website

<https://ucnj.org/departments/human-services/youth-services/youth-forward/>

- Virtual Orientation Link

- <https://ucnj.org/departments/human-services/youth-services/youth-forward-orientation/>

Partner Engagement

- Monthly Partner's meeting to discuss- Opportunities, Barriers, and Program Updates
- Centralized Partner information via Google Drive with up to date information that will benefit community members.
 - <https://drive.google.com/drive/folders/1bWlQAu11m8fSLQ5kkhdB0H1pgZB68PAG?usp=sharing>
- Established Virtual Referral Process
- Collaborations with partners focused on educating staff- Recent training of Housing Authority of Elizabeth as part of their Jobs Plus Program.
- Developing new systems for streamlined certification process.

Division of Social Service
Employment Services (ES)
Division of Vocational Rehabilitation Services (DVRS)
Youth Forward
Simon Youth Academy
Job Corp
Youth Corp
Union County College
America's Small Business Development Center
Workforce Advantage
Plainfield Library
Elizabeth Library
Easter Seals
55+ PROGRAM
Reconnections
NJ Reentry Corp
Community Services Block Grant
Housing Authority of City of Elizabeth
International Rescue Committee



Questions?