

Union County Workforce Development
Minutes of the Public Meeting of November 1, 2019 at 9:00 AM
Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066

Board Members Present:

Juan Carlos Dominguez, J.J.J. Distributors **(Chair)**
Gloria Durham, Qunnection Management **(Vice Chair)**
Paul Belardo, KML Carpenters
James R. Brady, The Savior Group
Krystal Canady, Gateway Family YMCA
Juanito Chiluisa, NJ Department of Labor
Tina Earley, American Water
Edward Faver, NJ Div. of Vocational Rehabilitation Services
Dr. Margaret McMenamin, Union County College (Dr. Lisa Hiscano)
Glenn Nacion, Trinitas Regional Medical Center (Curry Bucy)
Erich Peter, Union County Economic Development Corp
Gwen Ryan, Union County Vocational Technical Schools (Walt Smolinski)
Teresa Soto-Vega, PROCEED
Thomas Kelly, IBEW Local 102 (For Garry Pfarr)
Dr. Kamran Tasharofi, Union County Healthcare Associates

Board Members Absent:

Mark Bocchieri, Verizon New Jersey
Richard Capac, Crowne Property Management
Matthew Caruso, Kean University
Salvador Garcia, MAS Development Group
Edwin Gomez, Barcode Elizabeth
Stan Robinson Jr., SHR Marketing, LLC
Donna Dadinski, Wakefern Food Corporation
Charles Gillon, Division of Social Services (Tina Lopez)
Richard Malcolm, Ironworkers Local #11

Guests:

Meredith Barracato, AJC
Isaias Rivera, UCC
Carolee Marano, Community Access Unlimited
Michael McLean, NJ Department of Labor
Sherrill Curtis, Curtis Consulting Group
Raji Ramachandra, NJ Department of Labor
Julio Sabater, Workforce Advantage

County of Union:

Edward Oatman, County Manager
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Sergio Granados, Freeholder
Debbie-Ann Anderson, Director, Department of Human Services
Antonio Rivera, Director, Workforce Development Board
Elton Armady, American Job Center
Lisa Bonanno, Workforce Development Board

Call to Order and Welcome

The meeting was called to order by Mr. Dominguez at 9:15 AM

Pledge of Allegiance

Open Public Meetings Act

Lisa Bonanno read the Open Public Meetings Act Statement.

Roll Call

Lisa Bonanno conducted the Roll Call.

Approval of the September 18, 2019 Minutes

A motion was made by Tina Earley and seconded Teresa Soto-Vega . The motion carried.

Budget and Expense Report

Thomas McCabe, Accountant provided the board with budget and expense updates.

Mr. McCabe initially addressed the Program Year 2018 WIOA Budget Update as of September 30, 2019. He stated that in the WIOA Adult category we have expended \$961,757 with a balance of \$157,723 to be expended by June 30, 2020. He added that the funds are expended in three categories. They are Administration, Program, and American Job Center. The WIOA Youth Category as of the same date we have expended \$454,435, with a balance of \$454,435 to be expended by June 30, 2020. With regard to the WIOA Dislocated Worker Category, we have expended \$1,270,549 with an additional \$127,575 to be expended by June 30, 2020. Thomas pointed out that we transfer expenses from one year to the prior year to ensure that we close out the program. He stated that we transferred \$518,000 in the Adult category from program year 2018 to PY 2017. We transferred \$198,000 in the Youth Category. In the Dislocated Worker Category we transferred \$352,000.

Thomas went on to address Program Year 2018 WFNJ Budget Update as of September 30, 2019. Regarding TANF he stated that we have expended \$1,215,874 out of a \$1,532,042 budget allocation leaving \$316,168 to be spent prior to the program being closed out on December 31, 2019. GA/SNAP has expended \$672,197 out of \$1,044,474 leaving \$372,277 to be expended by December 31, 2019. Workforce Learning Link has expended \$206,898 out of a total budget allocation of \$213,000 leaving \$6,101 to be expended by December 31, 2019. All the funds for Smart Steps in the amount of \$42,420 have been expended.

Mr. McCabe then moved on to Program Year 2019 which commenced on July 1st of this year. He began with the 2019 WIOA Budget Update. In the Adult Category out of a budget allocation of \$1,119,480, as of August 31st of this year, the WDB has expended \$100,481 leaving \$1,018,999 or approximately 91% of the budget to be expended by June 30, 2021. Tom reminded the board that WIOA grants are for two years. He specifically referred to the AJC's two month

expenditures of \$68,522 which has gone primarily for salaries and benefits. Next, he spoke about the Youth Category. In that category, the WDB has expended \$65,218, or about 4% out a total budget allocation of \$1,030,595 leaving \$965,377 to be expended by June 30, 2021. The remaining category of Dislocated Worker has seen \$83,296 expended. This leaves \$1,167,622 out of a total budget of \$1,250,918 to be expended by June 30, 2021.

Next was the 2019 WFNJ Budget Update. Tom noted that the allocations for TANF and the GA/SNAP for PY 2019 are the same as in PY2018. As of August 31st TANF has expended \$95,077 of a total budget allocation of \$1,532,042 or approximately 6% of the total budgeted. There remains \$1,436,965 to be expended by June 30, 2021. In the GA/Snap budget \$47,426 of a total budget of \$1,044,474 has been expended or approximately 4.5%. There remains \$997,048 to be expended by June 30, 2021

The complete Budget & Expense report is located in the Google Drive.

Resolutions of the UCWDB

Resolution No. 2019-21: Resolution Of The Union County Workforce Development Board Awarding A Contract For The Provision Of American Job Center Operator Services.

Before Vote Director Rivera requested an explanation of Resolution No, 2019-21 from Jose Rivera Benitez, Esq., commented on analysis of Committee and total score and awards of 18 months to end in July 2021, with evaluated optional extensions.

A motion to approve was moved by Glenn Nacion and seconded by Teresa Soto-Vega. The motion was unanimously approved.

Resolution No. 2019-22: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Budget Accounts By The County Of Union, Department Of Human Services For The Provision Of American Job Center Services Operator.

A motion to approve was moved by Teresa Soto-Vega and seconded by Glenn Nacion. The motion was unanimously approved.

Director Rivera stated that this Resolution for funding of Resolution No. 2019-21.

Resolution No. 2019-23: Resolution Of The Union County Workforce Development Board Authorizing The Regular And Alternate Meeting Dates Of The Union County Workforce Development Board For The 2020 Calendar Year.

A motion to approve was moved by Krystal Canady and seconded by James R. Brady. Motion was unanimously approved.

Union County Workforce Development
Minutes of the Public Meeting of November 1, 2019 at 9:00 AM
Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066

Resolution No. 2019-24: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For Employment And Training Services To Refugees Resettled In Union County.

Freeholder Granados discussed the strong influx of refugees into Elizabeth and Plainfield. A motion to approve was moved by Krystal Canady and seconded by Juan Carlos Dominguez, Chair.

The motion was unanimously approved.

Resolution No. 2019-25: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For Career Services To WIOA Adults And Dislocated Workers.

A motion to approve was moved by Krystal Canady and seconded by Paul Belardo.

The motion was unanimously approved.

Resolution No. 2019-26: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For WorkFirst New Jersey Services.

Director Rivera commented that all Resolutions on the docket are to better align services with the American Job Center.

A motion to approve was moved by Tina Earley and seconded by Gwen Ryan.

The motion was unanimously approved.

Resolution No. 2019-27: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For The WIOA Simon Youth Foundation Academy.

A motion to approve was moved by James R. Brady and seconded by Glenn Nacion.

The motion was unanimously approved.

Resolution No. 2019-28: Resolution Of The Union County Workforce Development Board Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For WIOA In-School And Out-Of-School Youth.

Director Rivera states this Resolution may proceed with the issuance of a Request for Proposals based on available funds.

A motion to approve was moved by Glenn Nacion and seconded by Krystal Canady.

The motion was unanimously approved.

Resolution No. 2019-29: Resolution Of The Union County Workforce Development Board Authorizing The Issuance Of RFQ's and/or RFP's For The Potential Procurement Of Certain Professional And Consulting Services.

Director Rivera states the resolution needs to be approved prior to issuing the RFP or the RFQ.

A motion to approve was moved by James R. Brady and seconded Teresa Soto-Vega. The motion was unanimously approved.

American Job Center Report

Elton Armady, Director American Job Center delivered the report

Director Armady began his report with participants in Union County College, for the month of September, having 17 individuals were sent to Soft Skills Training. 36 individuals were referred to One-Stop. 75 individuals attended the Job Fair, where they talked and interviewed with Second Ave. Thrift Stores, where 120 of the 200 jobs were filled through Workforce New Jersey, as reported by Freeholder Granados. These jobs offer competitive wages and full-time benefits.

Director Armady Proceeded to speak of the American Job Centers actions with participants at the United Way. The United Way 82 individuals being provided service elements, 288 service elements were provided, such as tutoring, work experience, and things of that nature

The American Job Center, in the month of September, there were 176 individuals attend orientation. There were 69 of the 176 individuals had intake appointments. Of the 69 individual went through intake appointments, 42 went through skills assessment. 26 individuals went to pre-vocational. 88 individuals went to training, which includes ESL, IC3, Tuition Waiver and Training Grants.

A Comprehensive career Service Workshop Survey was given, to allow the American Job Center, to help the AJC to continue to operate under a more client centered model. The results of the survey prompted the AJC to develop a plan for implementation of the workshops.

Major accomplishments of the AJC in the year of 2019 included Investing in new hardware with the purchase of 60 new computers, A new Spanish orientation was rolled out at the Elizabeth AJC in July 2019, All AJC staff now has access to the language line Voiance, which offers over 30 language interpretations for clients,

Union County Workforce Development
Minutes of the Public Meeting of November 1, 2019 at 9:00 AM
Holiday Inn Clark, 36 Valley Road, Clark, NJ 07066

Offered to all County residents, partners and community members free online training through Skill UP Metrix Learning.

Director recognizes Tina Lopez in the retirement of Charles Gillon. He thanked the County for their strange financial support and the Board for their continued support of the AJC. Upon asking for comments, Director Armady was recognized for his application on behalf of the AJC for the application and work taking the AJC to the next level.

New Business

Nominating Committee

Chairman Dominguez spoke about how the nominating committee, which included himself, Director Rivera, Glenn Nacion, discussed who they thought were best suited to continue the work of the Board in the upcoming years. Gloria Durham as Chairwoman, James Brady as Vice-Chairman and Krystal Kennedy as Secretary.

Freeholder Granados, Thanked Chairman Dominguez for his hard work and dedication to the Board in his term as Chairman. Chairman Dominguez thanked all people involved with the Board for all their help and support. The Chairmen then recognized Glenn Nacion, motioned for the Nominees. Freeholder Granados seconded the motion. Chairman Dominguez brought the Nominations to the floor with no objections, and full approval of the newly elected Board for the years 2020-2021.

Old Business

Public Comments

Archie Ciodrie, Program Director Titan Technology, recipient of Youth Apprenticeship Intermediary Grant, will bring in healthcare specific and expand youth apprenticeship, would like to invite anyone interested in the Conference November 14, 2020 at Middlesex County College

Next Meeting

County Workforce Development
January 29, 2020 at 9:00 AM
Holiday Inn Clark
36 Valley Road, Clark, NJ 07066