

Public Meeting of the Union County Workforce Development Board
Warinanco Sports Center, 1 Park Drive, Roselle, NJ 07203
9:00AM Wednesday, December 8, 2021
MEETING MINUTES

Board Members Present

James R. Brady, The Savior Group, (Chair)
Debbie-Ann Anderson, Union County Department of Human Services
Dr. Margaret McMenamin, Union County College (Dr. Lisa Hiscano)
Gwen Ryan, Union County Vocational Technical Schools
Juanito Chiluisa, NJ Department of Labor
Kelly Drakeford Ledet, Kean University
Hilary McCarron, Port Authority
Daryl Palmieri, Union County Schools K-12
Krystal Canady, Gateway Family YMCA (Melynda Mileski) (Secretary)

Board Members Absent:

Paul Belardo, KML Carpenters
Richard Capac, Crowne Property Management
Gloria Dunham, Qunnection Management
Edward Faver, Division of Vocational Rehabilitation Services
Glenn Nacion, Trinitas Regional Medical Center (Mrs. Curry Bucu)
Erich Peter, Union County Economic Development Corp
Stan Robinson Jr., SHR Marketing, LLC
Teresa Soto-Vega, PROCEED
Dr. Kamran Tasharofi, Union County Healthcare Associates (Vice Chair)
Morgan Thompson, Prevention Links
Juan Carlos Dominguez, J.J.J. Distributors
Tina Earley, American Water
Salvador Garcia, MAS Development Group
Edwin Gomez, Barcode Elizabeth
Richard Malcolm, Ironworkers Local #11
Mark Bocchieri, Verizon New Jersey
Matthew Caruso, Kean University
Donna Dadinski, Wakefern Food Corporation
Roshan White, UA Local 24 Plumbers

County of Union:

Sergio Granados, Union County Board of County Commissioner
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Tina Lopez, Division of Social Service
Perle Almeida, American Job Center
Nasrene Mondol, American Job Center
Latoya Bennet, Youth Forward
Hawa Bonds, Youth Forward
Antonio Rivera, Director, Workforce Development Board
Thomas McCabe, Workforce Development Board
Carolina Marin, Workforce Development Board
Gina Tuesta, Workforce Development Board

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Guest:

Janet Behrmann, Union County Vocational Technical Schools
Nelsa Martinez, The Leaguers Inc

I. Call to Order & Welcome

The meeting was called to order by James Brady, Chairman, 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 **Carolina Marin** 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

Carolina Marin 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 10th, 2021 meeting were presented for a vote.

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**BOARD
ACTION**

Gwen Ryan made a motion to approve the meeting minutes for November 10th, 2021. **Dr. Lisa Hiscano** seconded the motion. The motion was approved unanimously.

- VI. Election of Officers of the Workforce Development Board 2022 Calendar Year
- a. Chairman – James R. Brady**
 - b. Vice Chairman – Dr. Kamran Tasharofi**
 - c. Secretary – Krystal Canady**

**BOARD
ACTION**

Debbie Ann Anderson made a motion to approve the Election of Officers of the Workforce Development Board for calendar year 2022. **Juanito Chiluisa** seconded the motion. The motion was approved unanimously.

- VII. **Budget & Expense Report**

Program Year 2020 for the Workforce Innovation and Opportunity Act (WIOA), WorkFirst New Jersey (WFNJ), and COVID-19 DW NJ Endures in the form attached hereto. Tom McCabe reviewed the expense slide for WIOA Adult, Youth, and Dislocated Worker, which shows the funding that needs to be expended by June 30th, 2022. Tom McCabe mentioned that the COVID-19 DW NJ Endures grant must be expended by February 28th, 2022. The WorkFirst New Jersey funding must be expended by December 31st, 2021.

Tom McCabe presented the updated Budget and Expense Report for Program Year 2021 for the Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker and Youth and WorkFirst New Jersey (WFNJ) funding. WIOA Adult, Dislocated Worker, and Youth funding must be expended by June 30th, 2023. The WFNJ balance must be expended by December 31st, 2022.

- VII. **Director's Report / Resolutions of the UCWDB**

Director Rivera reviewed unemployment data slides for Union County, which shows weekly initial Unemployment Insurance claims from March 2020 to December 2020. In addition, Director Rivera reviewed weekly initial unemployment insurance claims from January 2021 to November 2021. Director Rivera transitioned the discussion to review the resolutions that required board action.

**BOARD
ACTION**

RESOLUTION NO. 2021-36: Resolution of the Union County Workforce Development Board authorizing the regular and alternate meeting dates of the union county workforce development board for the 2022 calendar year.

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Regular Meeting Dates	Alternate Meeting Dates
Wednesday, February 9, 2022	Wednesday, March 9, 2022
Wednesday, April 13, 2022	Wednesday, May 11, 2022
Wednesday, June 8, 2022	Wednesday, July 13, 2022
Wednesday, September 14, 2022	Wednesday, October 12, 2022
Wednesday, November 9, 2022	Wednesday, December 9, 2022

Chairman James Brady requested motion to approve **RESOLUTION NO. 2021-36**. **Dr. Lisa Hiscano** made a motion to approve **RESOLUTION NO. 2021-36**. **Daryl Palmieri** seconded the motion. The motion to approved unanimously.

**BOARD
ACTION**

Resolution No. 2021-37: Resolution of the union county workforce development board amending the program year 2021 union county workforce development area budget for the purpose of allocating funding for professional development training and education costs.

Director Rivera noted the resolution authorizes adding an additional \$20,000 into the training and education cost line-item budget for employee development for courses related topics in case management, business and youth services, re-entry and leadership training.

Chairman James Brady requested motion to approve **Resolution No. 2021-37**. **Dr. Lisa Hiscano** made a motion to approve **Resolution No. 2021-37**. **Hilary McCarron** seconded the motion. The motion to approved unanimously.

VIII. **American Job Center Report**

Debbie Ann Anderson presented information on services offered at the American Job Center, including partner updates from Union County College, Plainfield Public Library, and Youth Forward. In addition, she discussed AJC performance goals and job placements.

Commissioner Sergio Granados questioned the low job placement numbers and wanted to know how the AJC was increasing the job placements. Director Rivera informed the Commissioner that the information in one of the slides is on a lag and not current clients. Debbie Ann Anderson mentioned that clients were hesitant to return to work due to health and child care concerns due to the pandemic. Commissioner Sergio Granados followed up with a question about job fair placements. Director Rivera mentioned that the individuals who attended the job fairs are not reportable participants, meaning WIOA funding is not spent. Nasrene Mondol was asked to clarify the WIOA eligibility process,

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which is different from obtaining certification. The report submitted by AJC Director Debbie Ann Anderson is attached to these minutes.

IX. Old Business

No old business was discussed.

X. New Business

No new business was discussed.

XI. Public Comments

No Public Comments.

XII. Adjournment

The meeting was adjourned by Chairman James Brady at 9:45am.

Meeting Schedule:

9:00AM, Wednesday, February 9th 2022

Location:

**Warinanco Park Sports Center
1 Park Dr, Roselle, NJ 07203**