

Public Meeting of the Union County Workforce Development Board
Zoom Virtual Conference Meeting
<https://zoom.us/j/94492818163?pwd=STFwaVBzNWNXUW5lWjd3N0tpazVEdz09>
9:00AM Wednesday, September 8th, 2021
MEETING MINUTES

Board Members Present

James R. Brady, The Savior Group, (Chair)
Krystal Canady, Gateway Family YMCA (Secretary)
Dr. Kamran Tasharofi, Union County Healthcare Associates (Vice Chair)
Juanito Chiluisa, NJ Department of Labor
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
Salvador Garcia, MAS Development Group (Gail Delgado)
Edward Faver, NJ Division of Vocational Rehabilitation Services
Richard Malcolm, Ironworkers Local #11
Teresa Soto-Vega, PROCEED
Tina Earley, American Water

Board Members Absent:

Paul Belardo, KML Carpenters
Mark Bocchieri, Verizon New Jersey
Richard Capac, Crowne Property Management
Stan Robinson Jr., SHR Marketing, LLC
Roshan White, UA Local 24 Plumbers
Edwin Gomez, Barcode Elizabeth
Gloria Dunham, Qunnection Management
Matthew Caruso, Kean University
Donna Dadinski, Wakefern Food Corporation
Juan Carlos Dominguez, J.J.J. Distributors

County of Union:

Edward Oatman, County Manager
Amy Wagner, Deputy County Manager, Director, Department of Economic Development
Sergio Granados, Union County Commissioner
Melissa Lespinasse, Union County Department of Human Services
Tina Lopez Division of Social Service
Kamili Williams, Division of Social Service
Susan Eagle, Division of Social Service
Perle Almeida, American Job Center
Nasrene Mondol, American Job Center
Robert Croom, American Job Center
Latoya Bennet, Youth Forward
Antonio Rivera, Director, Workforce Development Board
Lisa Bonanno, Workforce Development Board
Thomas McCabe, Workforce Development Board

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Meredith Barracato, Workforce Development Board

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 **Meredith Barracato** 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 2021 ANNUAL MEETING SCHEDULE TO THE NEWSPAPERS CIRCULATING WITHIN THE COUNTY OF UNION AND DESIGNATED TO RECEIVE SUCH NOTICE, AND BY POSTING THE YEAR 2021 ANNUAL MEETING SCHEDULE IN THE COUNTY COURT HOUSE, THE UNION COUNTY WORKFORCE DEVELOPMENT BOARD WEBSITE, AND BY FILING THE YEAR 2021 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**

Meredith Barracato 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 **July 14th 2021** meeting were presented for a vote.

Dr. Kamran Tasharofi made a motion to approve the meeting minutes for July 14th 2021. **Gwen Ryan** seconded the motion. The motion was approved unanimously.

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VI. Budget & Expense Report

Tom McCabe presented the updated Budget and Expense Report for Program Year 2020, as of July 31st, 2021, for both the Workforce Innovation and Opportunity Act (WIOA) and WorkFirst New Jersey (WFNJ) in the form attached hereto. Tom McCabe reviewed the expense slide, which shows the funding that needs to be expended by June 30th, 2022. Tom McCabe mentioned that the NJ Endures grant, which has been spent fifty percent of its budget, has been extended to February 28th, 2022.

Tom McCabe reviewed the updated Budget and Expense report for Program Year 2021. Tom McCabe explained that since the program year begins in July of 2021, there have not been significant expenses aside from salary and fringe benefits for the month of July.

VII. Director's Report/Resolutions of the Union County Workforce Development Board

Director Antonio Rivera stated the US Senate passed a resolution declaring September 21st as National Workforce Development month to acknowledge all the work of the individuals at the American Job Center and Workforce Development Boards. Director Rivera informed the board that there were approximately 14,400 individuals who would no longer be receiving Unemployment benefits in Union County. Across the state of NJ, it is estimated that the Department of Labor will drop off 500,000 from their unemployment benefits in September. Director Rivera mentioned he requested the characteristics of the individuals whom the Department of Labor will remove from receiving benefits, but the state stated they could not provide that data. This influx of individuals who will no longer be receiving benefits will engage the AJC or reenter the workforce system.

**BOARD
ACTION**

a. Resolution No. 2021-28: Resolution of The Union County Workforce Development Board Awarding Contracts for The Provision Of WorkFirst New Jersey Programs.

Director Rivera noted the UCWDB received two eligible proposals from Workforce Advantage and Union County College to provide job related activity services to WorkFirst New Jersey clients.

Chairman James Brady requested motion to approve Resolution No. 2021-28. **Dr. Erich Peter** made a motion to approve Resolution No. 2021-28. **Gwen Ryan** seconded the motion. The motion to approved unanimously.

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Dr Lisa Hiscano, Dr. Kamran Tasharofi and **Tina Earley** abstained from voting on Resolution No. 2021-28.

**BOARD
ACTION**

b. Resolution No. 2021-29: Resolution Of The Union County Workforce Development Board Awarding A Contract To Provide Evening Training In Internet And Computing Core (Ic3) Certification And Microsoft Office Certification Programs To Underemployed And Incumbent Workers.

Director Antonio Rivera mentioned partnership with Plainfield Public Library is to provide internet and computing certification which are critical now due to services being offered virtually.

Chairman James Brady requested motion to approve Resolution No. 2021-29. **Dr. Kamran Tasharofi** made a motion to approve Resolution No. 2021-29. **Erich Peter** seconded the motion. The motion to approved unanimously.

**BOARD
ACTION**

c. Resolution No. 2021-30: Resolution of The Union County Workforce Development Board Supporting A Collaborative And Innovative Initiative With The Union County Department of Human Services To Establish An Online Policies And Operational Procedures Portal To Guide The American Job Center Partners.

Director Antonio Rivera stated that the resolution is a collaborative initiative between the UCWDB and the AJC to provide guidance through a password-protected web portal which will house online policies and operational procedures. Director Rivera continued to report that individuals can utilize the web portal to supervise, manage, and guide AJC employees. In addition, it can be used to onboard new employees, streamline the integration services provided by American Job Center partners, and create a shared understanding of the complex workforce systems.

Director Rivera presented a slide that showed the workforce ecosystem and the various programs that fall under the ecosystem, such as WIOA Title III Employment Services. Director Rivera added that the UCWDB is charged with developing policies for all the programs within the workforce partner network. The online web portal will be a depository with policy, procedures, local and state training, and videos.

Chairman James Brady requested motion to approve Resolution No. 2021-30. **Dr. Kamran Tasharofi** made a motion to approve Resolution No. 2021-30. **Gwen Ryan** seconded the motion. The motion to approved unanimously.

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Chairman James Brady mentioned he was very pleased with the initiative and wanted to ensure everyone understands board members are available to share their talent and expertise when needed.

VIII. **American Job Center Report**

The report submitted by AJC Director Debbie Ann Anderson is attached these minutes.

Chairman James Brady congratulated Debbie Ann Anderson for the special initiatives and mentioned she had done a great job. Debbie Ann Anderson mentioned she has a new team on board that is very committed to the changes that they are trying to implement.

Debbie Ann Anderson thanked Antonio Rivera and his team for providing support and guidance during the AJC's transition. Debbie Ann Anderson mentioned that Amy Wagner has also provided significant support during the transition and wanted to acknowledge both of them for their support publicly.

IX. **Old Business**

No old business was discussed.

X. **New Business**

No new business was discussed.

XI. **Public Comments**

No Public Comments.

XII. **Adjournment**

Chairman James Brady stated he hopes the next board meeting will be conducted in person and added that it's frustrating not to oversee things in person. The meeting was adjourned by Chairman James Brady at 9:40 am.

Meeting Schedule:

9:00AM, Wednesday, October 13th 2021

Location:

Zoom Virtual Conference Meeting