

**Public Meeting of the Union County Workforce Development Board**  
**Zoom Virtual Conference Meeting**  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
**9:00AM Wednesday, March 10<sup>th</sup>, 2021**  
**MEETING MINUTES**

**Board Members Present**

Gloria Dunham, Qunnection Management (Chair)  
James R. Brady, The Savior Group, (Vice Chair)  
Juanito Chiluisa, NJ Department of Labor  
Tina Earley, American Water  
Debbie-Ann Anderson, Union County Department of Human Services (Melissa Lespinasse)  
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  
Stan Robinson Jr., SHR Marketing, LLC  
Gwen Ryan, Union County Vocational Technical Schools (Walter Smolenski)  
Dr. Kamran Tasharofi, Union County Healthcare Associates  
Edwin Gomez, Barcode Elizabeth (Angelica Prendez)  
Salvador Garcia, MAS Development Group (Gail Delgado)  
Teresa Soto-Vega, PROCEED  
Roshan White, UA Local 24 Plumbers

**Board Members Absent:**

Paul Belardo, KML Carpenters  
Mark Bocchieri, Verizon New Jersey  
Krystal Canady, Gateway Family YMCA (Secretary)  
Richard Capac, Crowne Property Management  
Matthew Caruso, Kean University  
Donna Dadinski, Wakefern Food Corporation  
Edward Faver, NJ Division of Vocational Rehabilitation Services  
Juan Carlos Dominguez, J.J.J. Distributors  
Richard Malcolm, Ironworkers Local #11

**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  
Meredith Barracato, American Job Center  
Marcela Nunez, Division of Youth Services  
Lisa Bonanno, Workforce Development Board  
Carolina Marin, Workforce Development Board  
Antonio Rivera, Director, Workforce Development Board

**Guest:**

Scott Kuchinsky

Public Meeting of the Union County Workforce Development Board  
Zoom Virtual Conference Meeting  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
9:00AM Wednesday, March 10<sup>th</sup>, 2021  
MEETING MINUTES

**I. Call to Order & Welcome**

The meeting was called to order by **Gloria Durham**, Chairwoman, 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 **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 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**

**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<sup>th</sup>, 2020 and December 9<sup>th</sup>, 2020 meetings were presented for a vote.

**Dr. Kamran Tasharofi** made a motion to approve the meeting minutes for November 6<sup>th</sup> and December 9<sup>th</sup> 2020. **James Brady** seconded the motion. The motion was approved unanimously.

**VI. Election of Officers**

**Public Meeting of the Union County Workforce Development Board**  
**Zoom Virtual Conference Meeting**  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
**9:00AM Wednesday, March 10<sup>th</sup>, 2021**  
**MEETING MINUTES**

Chairwoman Gloria Durham presented the nominations for the new Workforce Development Board officers. Nominations included James R. Brady – Chair, Dr. Kamran Tasharofi – Vice Chair and Krystal Canady – Secretary. Motion was requested to appoint new officers to the Union County Workforce Development Board.

**Erich Peter** made a motion to approve the nomination of new board officers. **Stan Robinson Jr** seconded the motion. The motion was approved unanimously.

Former Chairwoman, Gloria Durham, expressed her gratitude and stated what an honor it had been to chair the Workforce Development Board during these challenging times due to the Covid-19 pandemic. She shared her passion and continued commitment to help Union County residents gain employment.

New Chairman James Brady thanked her for her service and officially chaired the meeting.

**VII. Budget & Expense Report**

Tom McCabe presented the updated Budget and Expense Report for Program Year 2019, as of February 28<sup>th</sup> 2021, for both the Workforce Innovation and Opportunity Act (WIOA) in the form attached hereto.

Tom McCabe presented the close out Budget and Expense Report for WorkFirst New Jersey (WFNJ) for Program Year 2019 which ended on December 31<sup>st</sup> 2020 in the form attached hereto. In comparing Program Year 2018 and Program 2019 it was determined the UCWDB had a market improvement on the funding that was rescinded to the state.

Tom McCabe reviewed the updated Budget and Expense Report for Program Year 2020, as of February 28<sup>th</sup> 2021, for both the Workforce Innovation and Opportunity Act (WIOA) and WorkFirst New Jersey (WFNJ) in the form attached hereto.

**VIII. Resolutions of the Union County Workforce Development Board**

Director Rivera apologized stating that due to time constraints he was unable to present the unemployment claims filed by Union County residents. Director Rivera transitioned the discussion to review the resolutions that required board action.

**BOARD  
ACTION**

**Resolution No. 2021-01:** Resolution Of The UCWDB Awarding A Contract For The Provision Of Affiliated American Job Center Operator For Career Services To WIOA Adult And Dislocated Workers.

**Public Meeting of the Union County Workforce Development Board**  
**Zoom Virtual Conference Meeting**  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
**9:00AM Wednesday, March 10<sup>th</sup>, 2021**  
**MEETING MINUTES**

Union County College (UCC) was awarded a contract to operate its Workforce Innovation Business Center which provide services such as Soft Skills, On the Job Training, and occupational training to Adult and Dislocated Workers throughout the county. Union County College was the only applicant for this service which will operate from January 1<sup>st</sup> 2021 through December 31<sup>st</sup> 2021.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-01**. **Teresa Soto Vega** made a motion to approve **Resolution No. 2021-01**. **Stan Robinson Jr.** seconded the motion. The motion to approved unanimously.

**Dr. Kamran Tasharofi, Dr Lisa Hiscano, and Tina Earley** abstained from voting on **Resolution No. 2021-01**.

**Resolution No. 2021-02:** Resolution Of The UCWDB Awarding A Contract To Provide Evening Training In Internet And Computing Core (IC3) Certification And Microsoft Office Certification Programs To Underemployed And Incumbent Workers for the purpose of awarding a contract to Plainfield Public Library and Elizabeth Public Library.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-02**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-02**. **Teresa Soto Vega** seconded the motion. The motion to approved unanimously.

**Resolution 2021-03:** Resolution of The UCWDB Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of Affiliated American Job Center Operators For WFNJ Services.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-03**. **Erich Peter** made a motion to approve **Resolution No. 2021-03**. **Dr. Kamran Tasharofi** seconded the motion. The motion to approved unanimously.

**Resolution 2021-04:** Resolution Of The UCWDB Authorizing The Use Of Competitive Contracting Procedures For The Procurement Of An Affiliated American Job Center Site Operator For The WIOA Simon Youth Academy.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-04**. **Tina Earley** made a motion to approve **Resolution No. 2021-04**. **Gloria Durham** seconded the motion. The motion to approved unanimously.

**Walt Smolenski** abstained from voting on **Resolution No. 2021-04**.

**Resolution 2021-05:** Resolution of the UCWDB Authorizing Competitive Contracting Procedures for the Procurement of An Affiliated AJC Site Operator for Career Services to WIOA Adult and Dislocated Workers for the Workforce Innovation Business Center.

Public Meeting of the Union County Workforce Development Board  
Zoom Virtual Conference Meeting  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
9:00AM Wednesday, March 10<sup>th</sup>, 2021  
MEETING MINUTES

**Chairman James Brady** requested motion to approve **Resolution No. 2021-05**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-05**. **Teresa Soto Vega** seconded the motion. The motion to approved unanimously.

**Dr. Lisa Hiscano** abstained from voting on **Resolution No. 2021-05**.

**Resolution No. 2021-06:** Resolution Of The UCWDB Authorizing Modifications PY 2020 Union County Workforce Development Area Budget for the purpose of incorporating Workforce Learning Link funds and transferring funds into the rent budget accounts.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-06**. **Stan Robinson Jr.** made a motion to approve **Resolution No. 2021-06**. **Teresa Soto Vega** seconded the motion. The motion to approved unanimously.

**Resolution No. 2021-07:** Resolution Of The UCWDB Authorizing Modifications to the PY2019 Union County Workforce Development Area Budget for the purpose of transferring funds in the Rent Budget Accounts for the months of April through June.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-07**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-07**. **Erich Peter** seconded the motion. The motion to approved unanimously.

**IX. American Job Center Report**

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

**X. Old Business**

*No old business was discussed.*

**XI. New Business**

*No new business was discussed.*

**XII. Public Comments**

Commissioner Sergio Granados thanked Former Chairwoman, Gloria Durham, for an amazing job and her commitment to the Workforce Development Board and welcomed the new officers.

Deputy County Manager, Amy Wagner, echoed Commissioner Granados sentiments regarding the former and new Workforce Development Board officers. In addition, Mrs. Wagner inquired about services to unemployment claimant who are not able to access assistance at the Unemployment call centers.

Public Meeting of the Union County Workforce Development Board  
Zoom Virtual Conference Meeting  
<https://zoom.us/j/93554188696?pwd=OVJ2bVdoZFNUNUpkbUZUb2s4Ly9Sdz09>  
9:00AM Wednesday, March 10<sup>th</sup>, 2021  
MEETING MINUTES

Elton Armady offered Mrs. Wagner information on how claimants can seek services for their Unemployment benefits.

**XIII. Adjournment**

*The meeting was adjourned by Chairman James Brady at 9:50am.*

**Meeting Schedule:**

**9:00AM, Wednesday, April 14<sup>th</sup> 2021**

**Location:**

**Zoom Virtual Conference Meeting**