

**Public Meeting of the Union County Workforce Development Board**  
**Warinanco Sports Center, 1 Park Drive, Roselle, NJ 07203**  
**9:00AM Wednesday, April 13<sup>th</sup>, 2022**  
**MEETING MINUTES**

**Board Members Present**

James R. Brady, The Savior Group, (Chair)  
Dr. Kamran Tasharofi, Union County Healthcare Associates (Vice Chair)  
Krystal Canady, Gateway Family YMCA (Secretary) (Melynda Mileski)  
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)  
Teresa Soto-Vega, PROCEED (Srabanti Sarkar)  
Tina Earley, American Water  
Gwen Ryan, Union County Vocational Technical School (Janet Behrmann)  
Juanito Chiluisa, NJ Department of Labor (David Moskowitz)  
Edward Faver, Division of Vocational Rehabilitation Services  
Hilary McCarron, Port Authority  
Morgan Thompson, Prevention Links  
Daryl Palmieri, Union County Schools K-12

**Board Members Absent:**

Paul Belardo, KML Carpenters  
Richard Capac, Crowne Property Management  
Juan Carlos Dominguez, J.J.J. Distributors  
Gloria Dunham, Qunnection Management  
Salvador Garcia, MAS Development Group  
Edwin Gomez, Barcode Elizabeth  
Kelly Drakeford Ledet, Kean University  
Richard Malcolm, Ironworkers Local #11  
Erich Peter, Union County Economic Development Corp  
Stan Robinson Jr., SHR Marketing, LLC  
Roshan White, UA Local 24 Plumbers

**County of Union:**

Sergio Granados, Union County Board of County Commissioner  
Amy Wagner, Department of Economic Development  
Tina Lopez, Division of Social Service  
Scott DiNardo, Division of Social Service  
Perle Almeida, American Job Center  
Nasrene Mondol, American Job Center  
Pamela Mata, American Job Center  
Latoya Bennet, Youth Forward  
Hawa Bonds, Youth Forward  
Antonio Rivera, Workforce Development Board  
Lisa Bonanno, Workforce Development Board  
Meredith Barracato, Workforce Development Board  
Carolina Marin, Workforce Development Board

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Gina Tuesta, Workforce Development Board

**Guest:**

Scott Kuchinsky, Plainfield Public Library

Isaias Rivera, Union County College

Nelsa Martinez, The Leaguers Inc

Julio Sabater, Workforce Advantage

**I. Call to Order & Welcome**

The meeting was called to order by James Brady, Chairman, Workforce Development Board, at 9:03AM.

**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 2022 ANNUAL MEETING SCHEDULE TO THE NEWSPAPERS CIRCULATING WITHIN THE COUNTY OF UNION AND DESIGNATED TO RECEIVE SUCH NOTICE, AND BY POSTING THE YEAR 2022 ANNUAL MEETING SCHEDULE IN THE COUNTY COURT HOUSE, THE UNION COUNTY WORKFORCE DEVELOPMENT BOARD WEBSITE, AND BY FILING THE YEAR 2022 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 Union County Workforce Development Board members in attendance. Union County employees present and guests were acknowledged on the record, as reflected on page one of these minutes.

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**V. Approval of the Minutes**

The minutes of the December 8<sup>th</sup>, 2021 and February 9<sup>th</sup>, 2022 meetings were presented for a vote.

**BOARD  
ACTION**

**Dr. Kamran Tasharofi** made a motion to approve the meeting minutes for December 8<sup>th</sup>, 2021 and February 9<sup>th</sup>, 2022. **Morgan Thompson** seconded the motion. The motion was approved unanimously.

**VI. Budget & Expense Report**

Due to an emergency Tom McCabe was unable to review the budget and expense report.

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

Director Rivera reviewed slides that discussed the Harvard Business Review article "The Great Resignation Didn't Start with the Pandemic", by Joseph Fuller and William Kurr. Director Rivera listed five factors driving the resignation trend which are 1. Retirement, 2. Relocation, 3. Reconsideration, 4. Reshuffling, and 5. Reluctance.

Director Rivera transitioned the discussion to review the resolutions that required board action.

**BOARD  
ACTION**

**Resolution No. 2022-12:** Resolution of the Union County Workforce Development Board to concur with the decision of the UCWDB's Executive Committee to award a contract for the provision of Affiliated American Job Center Operator for Career Services to WIOA Adult and Dislocated Workers.

Meredith Barracato briefly discussed the comprehensive proposal submitted by Union County College as part of the Affiliated American Job Center Operator for Career Services to WIOA Adult and Dislocated Workers Request for Proposal.

**Chairman James Brady** requested motion to approve **Resolution No. 2022-12**. **Hilary McCarron** made a motion to approve **Resolution No. 2022-12**. **Edward Faver** seconded the motion. The motion was approved unanimously.

**Dr. Kamran Tasharofi, Tina Early, and Dr. Lisa Hiscano,** abstained from voting on **Resolution No. 2022-12**.

**BOARD  
ACTION**

**Resolution No. 2022-13:** 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 Indirect Expenses.

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Director Rivera reviewed slides that provided the definition of direct and indirect cost. Direct cost are considered salaries for a case manager who only works with grant participants, square footage of space occupied by the case manager and supplies used by the case manager. Director Rivera went on to explain indirect cost would be considered administrative salaries, Executive Director salary, and administrative space and operational expenses.

**Chairman James Brady** requested motion to approve **Resolution No. 2022-13**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2022-13**. **Dr. Lisa Hiscano** seconded the motion. The motion was approved unanimously.

**BOARD  
ACTION**

**Resolution No. 2022-14:** Resolution of the Union County Workforce Development Board Adopting as Policy Workforce Area Guidance Letter No. 2022-01 Regarding the On-the-Job Training Program.

Meredith Barracato reviewed information on the On the Job Training policy which included policy requirements, benefits, and recommendations for implementation strategies. Dr. Kamran Tasharofi asked who would he be able to speak with to start the process of the OJT program. Meredith Barracato mentioned the American Job Center will be developing procedures to implement the OJT program. Director Rivera mentioned the objective of the policy is to have the American Job Center offer businesses a tool to offset the cost of training their new employees but also create a pipeline of qualified candidates who can fill those vacant roles companies have.

**Chairman James Brady** requested motion to approve **Resolution No. 2022-14**. **Hilary McCarron** made a motion to approve **Resolution No. 2022-14**. **Dr. Kamran Tasharofi** seconded the motion. The motion was approved unanimously.

**VII. American Job Center Report**

Debbie Ann Anderson introduced the new American Job Center Program Administrator Nasrene Mondol who would be reviewing the American Job Center report. Debbie Ann Anderson added the new American Job Center Director Robert Croom was not available to attend the meeting but will be able to meet everyone at the June Workforce Development Board meeting.

Nasrene Mondol reviewed a presentation regarding services offered by the American Job Centers and the partners within the network. Nasrene Mondol discussed the service data, initiatives, and information of the partnership with Union County College, Youth Forward, and Plainfield Public Library.

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

**VIII. Old Business**

*No old business was discussed.*

**IX. New Business**

Hilary McCarron mentioned the Port Authority will be having a Port Virtual Tour and sometime in June an in-person Job Fair. On May 19th the Port Authority will also be hosting an in-person event for educators and job developers at the Maritime Community Engagement Center.

**X. Public Comments**

No Public Comments.

**XI. Adjournment**

*The meeting was adjourned by Chairman James Brady at 10:00am.*

**Meeting Schedule:**

**9:00AM, Wednesday, June 8<sup>th</sup>, 2022**

**Location:**

**Warinanco Park Sports Center  
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