

**Public Meeting of the Union County Workforce Development Board**  
**Zoom Virtual Conference Meeting**  
<https://zoom.us/j/95952900785?pwd=MUNMQ1ZrbFdpcFFUZEsrNThibk0wdz09>  
**9:00AM Wednesday, May 12<sup>th</sup>, 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)  
Richard Capac, Crowne Property Management  
Juanito Chiluisa, NJ Department of Labor  
Tina Earley, American Water  
Gloria Dunham, Qunnection Management  
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  
Edwin Gomez, Barcode Elizabeth  
Salvador Garcia, MAS Development Group (Gail Delgado)  
Teresa Soto-Vega, PROCEED  
Roshan White, UA Local 24 Plumbers  
Edward Faver, NJ Division of Vocational Rehabilitation Services  
Richard Malcolm, Ironworkers Local #11

**Board Members Absent:**

Paul Belardo, KML Carpenters  
Mark Bocchieri, Verizon New Jersey  
Matthew Caruso, Kean University  
Donna Dadinski, Wakefern Food Corporation  
Juan Carlos Dominguez, J.J.J. Distributors

**County of Union:**

Sergio Granados, Commissioner  
Amy Wagner, Deputy County Manager, Director, Department of Economic Development  
Tina Lopez Division of Social Service  
Elton Armady, American Job Center  
Perle Almeida, American Job Center  
Marcela Nunez, Division of Youth Services  
Thomas McCabe, Workforce Development Board  
Meredith Barracato, Workforce Development Board  
Antonio Rivera, Director, Workforce Development Board

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**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 **March 10<sup>th</sup> 2021** meeting were presented for a vote.

**Dr. Kamran Tasharofi** made a motion to approve the meeting minutes for March 10<sup>th</sup> 2021. **Richard Capac** 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 March 31<sup>st</sup>, 2021, for both the Workforce Innovation and Opportunity Act (WIOA) and WorkFirst New Jersey (WFNJ) in the form attached hereto.

Sergio Granados asked when the Workforce Learning Link funding would need to be expended. Tom McCabe responded by saying the full amount of the funding needs to be expended by December 31<sup>st</sup> 2021 and there is a contract established for a majority of the funding.

Tom McCabe reviewed the updated Budget and Expense report for Program Year 2019 which will be coming to a close on June 30<sup>th</sup> 2021. He mentioned the balances that will be remaining will be addressed in the resolutions being presented today regarding and voted on by the board.

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

Director Rivera presented the initial Unemployment Insurance claims statistics from March 2020 until April 24<sup>th</sup> 2021. Currently the unemployment rate for Union County residents is eight percent which is comparable to the five other large counties within New Jersey.

Sergio Granados asked what are the job sectors that have seen the most loss? Director Rivera referenced the occupational group and industry sector slide. Sergio Granados mentioned there are many businesses looking for employees to work but have not been successful even with offering bonuses as part of the recruitment process.

Chairman James R Brady responded to the statement by adding there are many individuals in the hospitality business such as restaurant servers who are making more money on Unemployment than they would while working. Krystal Canady agreed with the Chairman sharing she is facing the same issues at the YMCA.

Director Rivera mentioned the same issue is being seen when it comes to recruiting individuals for training and job seeking services. Director Rivera explained due to this reason there is a surplus in funds that will need to carry forward.

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Amy Wagner asked when the Federal Unemployment extension would end. Director Rivera informed her September 2021 which is the closing of the Federal fiscal year.

Edward Faver and Edwin Gomez shared their experience with individuals who are unemployed. They agreed job seekers are going into other industries that pay more or are choosing not to work due to the lack of business/income. Curry Bucu added that many individuals are still not able to work due to schools still being closed and childcare issues. Edwin Gomez added there will be more businesses who will have to close down due to the lack of work.

Richard Capac suggested the Unemployment office should verify that claimants are trying to look for work. Chairman James R. Brady agreed but mentioned the Unemployment system is overwhelmed so they cannot assist clients currently.

BOARD  
ACTION

Resolution No. 2021-09: Resolution Of The UCWDB To Concur With The Decision Of The UCWDB's Executive Committee To Approve A Revised Program Year 2020 Union County Workforce Development Area Budget.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-09. Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-09. Krystal Canady** seconded the motion. The motion to approved unanimously.

b. Resolution No. 2021-10: Resolution Of The UCWDB Amending The Program Year 2020 Union County Workforce Development Area Budget For The Purpose Of Inserting Additional New Jersey Department Of Labor Funding.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-10. Teresa Soto-Vega** made a motion to approve **Resolution No. 2021-10. Dr. Kamran Tasharofi** seconded the motion. The motion to approved unanimously.

c. Resolution No. 2021-11: Resolution Of The UCWDB Amending The Program Year 2020 Union County Workforce Development Area Budget For The Purpose Of Allocating Funding For Indirect Expenses.

Tom McCabe mentioned Resolution No. 2021-11 and Resolution No. 2021-12 are part of a two-step process to close out the end of Program Year 2019.

Chairman James R. Brady asked if the funds would be returned to the state if the resolutions were not approved. Tom McCabe stated the funds would be sent back if not approved.

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**Chairman James Brady** requested motion to approve **Resolution No. 2021-11**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-11**. **Krystal Canady** seconded the motion. The motion to approved unanimously.

d. Resolution No. 2021-12: Resolution Of The UCWDB Authorizing The Transfer Of Workforce Innovation And Opportunity Act (WIOA) Expenses From Program Year 2020 To Program Year 2019.

Tom McCabe and Director Rivera explained this was the second step in the transfer process referenced in the Resolution No. 2021-11. Director Rivera stated there are funds available in the budget due to trainings not being completed or are in process and will not be executed by June 30<sup>th</sup> 2021. By transferring all the expenses from current fiscal year to the expiring fiscal year would this prevent funds from being returned to the state.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-12**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-12**. **Teresa Soto-Vega** seconded the motion. The motion to approved unanimously.

e. Resolution No. 2021-13: Resolution of the UCWDB Amending The AJC Affiliated Career Services Operator Contract With Union County College.

**Dr Lisa Hiscano, Dr. Kamran Tasharofi** and **Tina Earley** abstained from voting on **Resolution No. 2021-13**.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-13**. **Stan Robinson Jr.** made a motion to approve **Resolution No. 2021-13**. **Richard Capac** seconded the motion. The motion to approved unanimously.

f. Resolution No. 2021-14: Resolution Of The UCWDB Amending The Affiliated American Job Center Contract With The International Rescue Committee.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-14**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-14**. **Teresa Soto-Vega** seconded the motion. The motion to approved unanimously.

g. Resolution No. 2021-15: Resolution Of The UCWDB Certifying The Union County American Job Center.

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**Chairman James Brady** requested motion to approve **Resolution No. 2021-15**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-15**. **Krystal Canady** seconded the motion. The motion to approved unanimously.

h. Resolution No. 2021-16: Resolution of the UCWDB Authorizing the UCAJC to Transfer WIOA A & DW ITA Contracts from PY19 to PY20.

Tom McCabe discussed the closing out process of the Program Year 2019 WIOA Adult and Dislocated Worker ITA Training Contracts and the transfer to Program Year 2020.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-16**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-16**. **Richard Capac** seconded the motion. The motion to approved unanimously.

i. Resolution No. 2021-17: Resolution of the UCWDB Authorizing the Use of Competitive Contracting Procedures for the Procurement of an Affiliated AJC Site Operator for Employment and Training Services to Refugees Resettle in Union County.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-17**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-17**. **Stan Robinson Jr.** seconded the motion. The motion to approved unanimously.

j. Resolution No. 2021-18: 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.

**Chairman James Brady** requested motion to approve **Resolution No. 2021-18**. **Dr. Kamran Tasharofi** made a motion to approve **Resolution No. 2021-18**. **Edward Faver** seconded the motion. The motion to approved unanimously.

**VIII. American Job Center Report**

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

**IX. Old Business**

*No old business was discussed.*

**X. New Business**

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*No new business was discussed.*

**XI. Public Comments**

**XII. Adjournment**

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

**Meeting Schedule:**

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

**Location:**

**Zoom Virtual Conference Meeting**