

Public Meeting of the Union County Workforce Development Board
Warinanco Sports Center, 1 Park Drive, Roselle, NJ 07203
9:00AM Wednesday, December 7, 2022
MEETING MINUTES

Board Members Present

James R. Brady, The Savior Group, (Chair)
Dr. Margaret McMenamin, Union College (Dr. Lisa Hiscano)
Juanito Chiluisa, NJ Department of Labor (Anthea Williams)
Debbie Ann Anderson, Union County Department of Human Services (Tina Lopez)
Gloria Dunham, Qunnection Management
Melynda Disla, Gateway Family YMCA
Richard Capac, Crowne Property Management
Erich Peter, Union County Economic Development Corp
Stan Robinson Jr., SHR Marketing, LLC
Dr. Kamran Tasharofi, Union County Healthcare Associates (Vice Chair)
Gwen Ryan, Union County Vocational Technical School (Walt Smolenski)
Roshan White, UA Local 24 Plumbers

Board Members Absent:

Juan Carlos Dominguez, J.J.J. Distributors
Salvador Garcia, MAS Development Group
Edwin Gomez, Barcode Elizabeth
Richard Malcolm, Ironworkers Local #11
Edward Faver, Division of Vocational Rehabilitation Services
Paul Belardo, KML Carpenters
Kelly Drakeford Ledet, Kean University
Hilary McCarron, Port Authority
Tina Earley, American Water
Teresa Soto-Vega, PROCEED
Daryl Palmieri, Union County Schools K-12
Curry Buco, Trinitas Regional Medical Center
Alan Rutan, Rutan Mechanical LLC

County of Union:

Sergio Granados, Union County Commissioner
Amy Wagner, Department of Economic Development
Lisa Bonanno, Workforce Development Board
Meredith Barracato, Workforce Development Board
Gina Tuesta, Workforce Development Board
Robert Croom, American Job Center
Perle Almeida, American Job Center
Carolina Marin, American Job Center
Nasrene Mondol, American Job Center
Lillian Roman, American Job Center
Scott DiNardo, Division of Social Service
Jasmine Sowah, Youth Forward
Francheska Porteguez, Youth Forward

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Guests:

Jennifer Heise, Plainfield Public Library
Elaine Sanders, Community Foodbank NJ
Maya Garcia, Community Foodbank NJ
Ingrid Macias, NJ Department of Labor
Iesha Armour, NJ Department of Labor
Isaias Rivera, Union College

I. Call to Order & Welcome

The meeting was called to order by James Brady, Chairman Workforce Development Board, at 10:15 AM.

II. Pledge of Allegiance

The Pledge of Allegiance to the flag of the United States of America was recited.

III. Open Public Meetings Act

Gina Tuesta read the Open Public Meetings Act Statement below 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

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Gina Tuesta 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.

V. Approval of the Minutes

Chairman Brady requested that approval of November 9, 2022, meeting minutes be postponed and presented at the February 8, 2023, meeting.

VI. UCWDB Report / Resolutions of the UCWDB

Meredith Barracato discussed general updates, which included an update on the strategic plan and the procurement process. Meredith Barracato mentioned that since the release of the guidance, the Workforce Development Board has conducted focus groups, released partner surveys, and has held committee meetings that focus on the strategic plan strategies. Meredith Barracato added that at these meetings, questions are asked to identify workforce needs, and committee members develop strategies to address those needs. Meredith Barracato mentioned that by February 28, 2023, the UCWDB would publish a draft of the strategic plan for a 30-day public comment period and submit the final plan to the New Jersey Department of Labor and State Employment and Training Commission on March 31, 2023. As the UCWDB wraps up the strategic plan, UCWDB will begin the procurement process and release a series of requests for proposals for the AJC Operator, and career services for adult, dislocated workers, and youth.

Tina Lopez mentioned that she has participated in a focus group and felt it was a robust conversation among the partners. She added that she walked away with lots of information on what needs to be done to provide better client services.

Meredith Barracato reviewed the budget expense report for the program years 2021 and 2022. The program year 2021 budget has approximately \$1.6 million unexpended that will need to be disbursed by June 30, 2023. The program year 2022 budget for participant career services shows disbursement of approximately \$37,000, but since October 2022, the Workforce Development Board has released request for proposals and has issued new contracts to Workforce Advantage, Union College, Plainfield Public Library, and the Union County Vo-Tech for the Simon Youth Academy. Meredith Barracato added that the program year 2022 funding needs to be obligated by June 30, 2023, but disbursed by June 30, 2024.

**BOARD
ACTION**

Resolution No. 2022-43: Resolution of the Union County Workforce Development Board Amending the AJC Affiliated Career Services Operator Contract with Union College.

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Chairman James Brady requested a motion to approve Resolution No. 2022-43. Gloria Dunham made a motion to approve Resolution No. 2022-43. Stan Robinson Jr. seconded the motion. The motion was approved unanimously.

Dr. Kamran Tasharofi and Dr. Lisa Hiscano abstained from Resolution No. 2022-43.

**BOARD
ACTION**

Resolution No. 2022-44: Resolution of the Union County Workforce Development Board Authorizing Amending the Use of Budget Accounts by the Union County Department of Human Services for the Provision of Comprehensive Career Services.

Chairman James Brady requested a motion to approve Resolution No. 2022-44. Stan R Robinson Jr motioned to approve Resolution No. 2022-44. Dr. Kamran Tasharofi seconded the motion. The motion was approved unanimously.

Tina Lopez abstained from Resolution No. 2022-44.

**BOARD
ACTION**

Resolution No. 2022-45: Resolution of the Union County Workforce Development Board Authorizing Program Year 2022 Workforce Development Area Budget Indirect Expenses.

Chairman James Brady requested a motion to approve Resolution No. 2022-45. Dr. Kamran Tasharofi made a motion to approve Resolution No. 2022-45. Stan Robinson Jr. seconded the motion. The motion was approved unanimously.

**BOARD
ACTION**

Resolution No. 2022-46: Resolution of the Union County Workforce Development Board Authorizing the Transfer of Workforce Innovation and Opportunity Act (WIOA) Expenses from Program Year 2022 to Program Year 2021.

Chairman James Brady requested a motion to approve Resolution No. 2022-46. Dr. Kamran Tasharofi made a motion to approve Resolution No. 2022-46. Gloria Dunham seconded the motion. The motion was approved unanimously.

VI. Election of UCWDB Officers:

Officers Nominated:

- a. Dr. Kamran Tasharofi, Chair
- b. Stan Robinson Jr., Vice Chair
- c. Hilary McCarron, Secretary

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Chairman James Brady requested a motion to approve the election of the UCWDB Officers. The motion was approved unanimously.

Commissioner Sergio Granados thanked Chairman James Brady for energizing the board and providing continued leadership. Commissioner Granados welcomed the new Chairman, Dr. Kamran Tasharofi, and added that he looks forward to working with him on ensuring the workforce initiatives, move forward.

VIII. American Job Center Report

Nasrene Mondol reviewed the American Job Center presentation, which included initiatives with the Workforce Learning Link, job fairs, and youth services. Nasrene Mondol highlighted some success stories within the American Job Center and Youth Forward team. She discussed some strategies the American Job Center is implementing to overcome communication challenges with partners such as Social Services due to frequent changes in state regulations. Nasrene Mondol then discussed the need for a compliance officer who will provide monitoring to ensure lapses in communication do not cause disruption in services. Meredith Barracato mentioned that more oversight is essential since there is still a work activity waiver for TANF clients but no longer for General Assistance Clients. Tina Lopez added that Social Services had seen a decline in numbers due to General Assistance clients not complying with the work activity mandate. The report submitted by AJC is attached to the minutes.

IX. Old Business

No Public Comments

X. New Business

No Public Comments

XI. Public Comments

No Public Comments

XII. Adjournment

The meeting was adjourned by Chairman James Brady at 11:00 am.

Meeting Schedule:

9:00 AM, Wednesday, February 8, 2022

Location:

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