

**Monmouth County Workforce Development Board  
Minutes of September 1, 2016**

**Members Present**

Robert F. Connolly, Vice-Chairman  
Debra Agresti  
John Booth  
John Ciufu  
Drew deGanahl  
Karen Escobedo  
John Gagliano  
Stephen Hornik  
Rose Isasi  
Timothy McCorkell  
Bill Phillips  
Susan Rakoci-Anderson  
Christopher Ruisi  
Barry Semple  
Ben Waldron  
Brian Wallace, Trustee

**Staff Present**

Eileen Higgins  
Larry Sternbach  
Yolanda Taylor  
Lucy Rivera

**Members Absent**

Fran Keane, Chairperson  
John Brown  
Patricia Carlesimo  
Paul Dement  
Wyatt Earp  
Maureen Murphy  
Violeta Peters  
Linda Roma  
Jeff Schwartz  
John Szeliga  
Kathy Weir

**CALL TO ORDER & READING OF PUBLIC MEETING LAW:**

- In the absence of Fran Keane, Chairperson of the WDB, Robert F. Connolly, Vice-Chairman of the WDB called the meeting to order at 10:04 a.m. at the WDB office in Eatontown, NJ.
- N.J. Provisions of the Public Meeting Law, Chapter 231, P.L. 1975, and its revisions, were satisfied by publication of a Public Notice in Asbury Park Press and the Star Ledger newspapers.

**ROLL CALL:**

- Attendance was taken and it was noted that sufficient number of WDB members were present to constitute a quorum.

**APPROVAL OF MINUTES:**

- ***John Booth made a motion to approve the June 1, 2016 minutes as written and distributed; Bill Phillips seconded the motion, which was then unanimously approved.***

**CHAIRMAN'S REPORT: None**

**EXECUTIVE DIRECTOR'S REPORT:**

- Job Fair:
  - Job Fair is planned for September 30<sup>th</sup> at Brookdale with over 140 businesses being represented.
  - Contracted with Brookdale for the next four job fairs, to be held in the spring and fall of 2017 and spring of 2018.
- Alumni Awards:
  - The Alumni Awards Luncheon will be held on October 19<sup>th</sup> at the Sheraton in Eatontown. A copy of the invitation was included in the WDB packet as a Save the Date. A formal invitation will be mailed out by mid-September.

- Approximately 65 individuals have been nominated which is the largest group of individual nominated between the partner agencies. .
- NJ Department of Labor Update:
  - Hal Wirths has resigned as Commissioner – Aaron Fichtner has been named Acting Commissioner
  - GSETA Conference: Eileen Higgins was elected president of the Garden State Employment & Training Association effective July 1, 2016 and is also Conference Chairperson.
  - This year the GSETA conference will include workshops for the Workforce Development Board members with national presenters to the conference to address WIOA.
  - Keynote Speaker will be Joe Carbone of the WorkPlace in Connecticut
  - The following were nominated by GSETA members to receive the following awards at the conference:
    - Public Service Award: Barry Semple
    - Corporate Partnership Award: PepsiCo
- WIOA Update:
  - The State plan has been completed and submitted to USDOL.
  - Staff is currently working with a consultant on the Regional Plan which is due to SETC by the beginning of October.
  - Local Plan is due in December
- Restructuring in Monmouth County:
  - The Division of Workforce Development now reports to Ed Sampson, who oversees County Planning. He has offered help with providing County information as the plan is written.
- Upcoming Workshops:
  - Mrs. Higgins and Yolanda Taylor will be attending a training in New York City, hosted by the Federal Reserve: *Meaningful Collaborations between Financial Institutions & Workforce Entities* on September 16<sup>th</sup>.
- Changes to WDB Appointments:
  - WDB membership terms are aligned with each term ending June 30<sup>th</sup> and with a 3year staggered term.
  - WIOA Legislation changed the number of mandated partners on the Board, which will result in the Monmouth County WDB having fewer members.
  - The Director of Social Services is no longer a mandated position but after conversations with the Executive Committee, Monmouth County has opted to keep Social Services on the board since one third of the funding received is WorkFirst New Jersey.
  - Kathy Weir has changed her position within the County and is no longer Director of the Division of Social Services. Once that position has been filled, that person will be added to the Board.
  - The law mandates that once a board member leaves, we have 90 days to replace that member.
- Changes to Business Services Team:
  - Jason Staiger has been promoted to a new position within the State – John Poll will be his replacement as the State Business Representative.

- Andrea Aikins was hired as an Employment Counselor. Andrea was previously employed as a Job Developer at LADACIN Network.
- Partnership Awards
  - Mrs. Higgins recommended that a motion be made to approve a donation in the amount of \$3,000 for six \$500 scholarships to the Brookdale Community College Foundation for the academic year of September 2016 through May 2017. This is a result of the funds from the Partnership Awards Dinner. **Steve Hornik, made a motion to donate \$3,000 to the Brookdale Community College Foundation, second by John Booth and unanimously approved.**

**WDB BUDGET:**

- The 2016-2017 WDB Budget was presented to the board for review and approval. Total funding received for FY 2016 is \$5,513,852 - \$33,322 less than FY 2015.
- Conversation regarding the decrease in funding. The 2015-2016 Budget, the WDB received Workforce Development Partnership Program (WDPP) funding; which had restrictions which limited the ability to use the funds; the majority of these funds were returned and were not issued again for the current year.
- The Board has 30 days to review the budget and **an electronic vote will be sent to the members after the 30 day review.**

**WORKFIRST NJ CONTRACTS**

- The following chart indicates the new contracts for the period of July 1, 2016 through June 30, 2017. **A motion was made by Bill Phillips, seconded by John Booth, to approve the following contracts for TANF and GA/SNAP activities for the period of July 1, 2016 through June 30, 2017 in the amount of \$81,000 for TANF and \$153,000 for GA/SNAP for a total budget of \$234,000. The motion unanimously approved.**

Work First New Jersey – Employment Directed Activities July 1, 2016 through June 30, 2017				
Organization	Program	Min # to be served/LOS	Cost per participant	Approved Budget
Eckerd Youth Alternatives, Inc	Group Job Search/ Basic Remedial Education ABAWD only (GA/SNAP)	75	\$ 1,000	\$ 75,000
Eckerd Youth Alternatives, Inc	Group Job Search – Basic Remedial Education Sanction TANF	60	\$ 600	\$ 36,000
Eckerd Youth Alternatives, Inc	Group Job Search – Basic Remedial Education Sanction GA/ SNAP	30	\$ 600	\$ 18,000
Waters and Sims Employment Services	Occupational Skills- Basic Remedial Education - TANF	15	\$ 3,000	\$ 45,000
Waters and Sims Employment Services	Occupational Skills - Basic Remedial Skills GA/SNAP	20	\$ 3,000	\$ 60,000
	TANF	75		\$ 81,000
	GA/SNAP	125		\$153,000
	TOTAL	200		\$234,000

- The following chart indicates the contracts that are up for renewal. **A motion was made by Tim McCorkell, seconded John Booth, to exercise the first option to renew contracts with the Community Affairs and Resource Center for the period of July 1, 2016 through June 30, 2017 in**

***the amount of \$150,000 for TANF and \$60,000 for GA/SNAP for a total budget of \$210,000. Motion was unanimously approved.***

<b>Work First New Jersey – Employment Directed Activities - RENEWAL</b>				
<b>July 1, 2016 through June 30, 2017</b>				
Community Affairs Ext.	Group Job Search TANF	150	\$ 1,000	\$150,000
Community Affairs Ext.	Group Job Search GA	60	\$ 1,000	\$ 60,000
	TANF	150		\$150,000
	GA/SNAP	60		\$ 60,000
	TOTAL	210		\$210,000

**DASHBOARD:**

- Indicates the funding obligated as of June 30, 2016. Needed to be at 80% obligated against the funding to be able to carry over monies, with the exception of WorkFirst NJ funding, which does not carry over. A total of 88% was obligated, which exceeded the 80% requirement.
- Performance Measures
  - As of June 30, 2016, we are failing the Youth Attain Degree and Literacy Numeracy measures
  - Last year when the state issued the number, we appealed that they were too high, but was denied.
  - The Youth Program will be restructured to better connect with the youth by having 2 full time youth workers.
  - Putting resources to address this issue.
  - The Literacy and Youth Committee will be working on addressing this issue
  - As a result of failing these measures, the State Employment & Training Commission will be providing technical assistance.

**COMMITTEE REPORTS:**

- **Basic Skills & Literacy:**
  - Concerns with the new requirement of 4 hours per week and the lower levels being served.
- Business Services:
  - Coordinating Job Fair efforts
  - Continue to engage businesses in Monmouth County
  - Increased On the Job Training contracts
  - Referrals to Business Team for job placement
- Membership:
  - Drew deGanahl and Roseann Isasi have joined the Membership Committee.

**COMMENTS FROM THE PUBLIC: None**

**NEXT MEETING DATE:** Thursday, December 1, 2016 @ 10:00 a.m. at the WDB office in Eatontown.

**ADJOURNMENT:** *There being no further business to come before the WDB, the meeting was adjourned at 11:08 a.m. upon a motion by Brian Wallace second by Steve Hornik. Motion was unanimously approved.*