

**Monmouth County Workforce Investment Board
Minutes of September 11, 2013**

Members Present

John Gagliano, Chairman
Rachel Aumack
John Booth
John Brown
Patti Carlesimo
John Ciufo
Carolyn Ellington
John Genz
Timothy McCorkell
Tim McMahon
Joseph Passiment
Violeta Peters
Frank Preston
Susan Rakoci-Anderson
Jeff Schwartz
Barry Semple
Linda Silvers
John Szeliga
Ben Waldron
Brian Wallace
Kathleen Weir

Members Absent

Rob Connolly
Drew deGanahl
Wyatt Earp
Stephen Hornik
Frances Keane
Karl Lorch
Patricia Koziol
Dr. Maureen Murphy
Bill Phillips
Linda Roma

Staff Present

Eileen Higgins
Dan Passarella
Lawrence Sternbach
Lucy Rivera

Guests

Serena DiMaso, Deputy Director
Monmouth County Freeholder
Jeff Shulman

CALL TO ORDER & READING OF PUBLIC MEETING LAW:

- John Gagliano, Chairman of the WIB, called the meeting to order at 10:07 a.m. in the Boardroom of the WIB 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 by Lucy Rivera, and it was noted that sufficient number of WIB members were present to constitute a quorum.

APPROVAL OF June 6, 2013 MEETING MINUTES:

- *John Booth made a motion to approve the June 6, 2013 minutes as written and distributed.*
- *Patti Carlesimo seconded the motion, which was then unanimously approved.*

CHAIRMAN'S EXECUTIVE COMMITTEE REPORT: John Gagliano thanked all those in attendance for taking the time from their busy schedules to be present, and asked those present to introduce themselves. The chairman then highlighted recent activity as follows:

- Welcomed the following:
 - Freeholder Deputy Director, Serena DiMaso, who is the WIB liaison.
 - New Member Joseph Passiment – County Superintendent of Schools and thanked him for joining the WIB.

- Executive Board met once over the summer, in August. Highlights from that meeting include:
 - Requests for Proposals:
 - Workfirst NJ
 - The Division of Workforce Development went out to bid for WorkFirstNJ Programs, and recommended the award of 5 contracts totaling \$426,050.
 - A list of the contracts that were awarded was included in the meeting folders and will be discussed during the Welfare-to-Careers Subcommittee report.
 - Youth Programs
 - The Division went out to bid for Youth Programs, and the Youth Council recommended the award of 10 contracts totaling \$603,690
 - A list of the contracts that were awarded was included in the meeting folders and will be discussed during the Youth Council committee report.

- Sandy Recovery Efforts continue - grant was extended to January 29, 2014. An additional draw down was requested, and received, from LWD in the amount of \$703,000.
 - USDOL will be monitoring NEG Sandy grant; Regional Director Tom Dalton will be in the office next week, September 17th along with LWD staff.

- The Annual WIB Alumni Awards Luncheon is scheduled for October 17th at Branches in West Long Branch. This is a great event where the success stories of the WIB partners are shared; all WIB members are invited and encouraged to attend – no cost to the event.

- Currently working closely with SETC on the WIB Recertification
 - Final certification is due to LWD in January of 2014

WIB Budget

- As mandated by the SETC the WIB budget was presented to the WIB for approval.
 - As previously recommended the budget was reviewed by the Oversight, Compliance and Quality Assurance Committee and then presented to the Executive Board at the August meeting.
 - ***John Booth made a motion to approve the WIB budget as presented, seconded by Violeta Peters. The motion was unanimously approved.***

- The next Monmouth County Job Fair will be held on September 20th at Brookdale Community College from 10 AM to 1 PM.

- The Annual Garden State Employment and Training Association (GSETA) Conference will be held on September 18th and 19th in Atlantic City. The following members of the WIB will be attending: Barry Semple and Steve Hornik, in addition to nine staff members of the Monmouth County Division of Workforce Development.

FREEHOLDER REMARKS:

- Freeholder DiMaso thanked WIB members for their involvement in the services that are provided to the residents of Monmouth County
- Will continue to work with and support the WIB.

EXECUTIVE DIRECTOR'S REPORT: Director Eileen Higgins presented the following

- **Sandy NEG:**
 - Have seen over 1000 clients
 - Currently have 37 contracts
 - Have obligated \$699,000
 - Requesting additional funds – additional municipalities are requesting funds
 - The following sites have very active: Gateway, Belmar and County OEM
- **Alumni Awards:**
 - Encouraged WIB members to attend this event.
 - This event highlights the work of the One-Stop System partners.
- **WIB Recertification:**
As per SETC mandates
 - Updating WIB website entries
 - Maintaining the WIB private sector seats to 50%
 - SETC continues to provide guidance
- **DashBoard:**
 - Dashboard covering the period of July 1, 2012 through July 30, 2013, which indicates where the monies were spent was included in the meeting folders
 - Dashboard covering the period of July 1, 2013 through July 30, 2014, which indicates the actual monies received and where the monies will be spent was also included in the meeting folders.
 - Performance Measures – doing well in all 9 standards
 - Anticipated requesting approx. \$400,000 for NEG funds.

HYDRO-SUN FARMS:

- Susan Rakoci-Anderson spoke about a Monmouth County greenhouse farm that employs people with disabilities and noted the following:
 - HydroSun Farms non-profit project was launched through a grant in the amount of \$150,000 from the State Department of Labor and Workforce Development. The concept began 2011 by the staff of the Division of Vocational Rehabilitation (DVR)
 - The grant was used to retrofit two greenhouses with hydroponic equipment, and this summer DVR received an additional \$50,000.
 - This hydroponic technique is a farming practice that uses mineral nutrient solutions and water instead of soil.

- The goal is to establish a self-sufficient business that also offers opportunities for people with disabilities, allowing them to develop skills that will expand their future employment opportunities.
- Currently there are four employees and three trainees.
- Labor Commissioner Harold J. Wirths cut the ceremonial ribbon at the grand opening on September 9th.
- Currently working with Wall High School, which will be offering it as a training program.
- For more information about HydroSun Farms, go to www.hydrosunfarms.org

COMMITTEE REPORTS:

Awards Committee: Tim McMahon, Co-Chairperson of the committee reported the following:

- Committee met on July 25th
- Changes to this year's Alumni Awards will be the review of recipient nominations by a review committee.
- Focus on changing the format for 2014 – more graduation style
- Start discussion on the Partnership Awards earlier
- Cut down the categories for the Partnership Awards dinner from 5 to 4
- No sit-down dinner – possible cocktail hour reception followed by dessert and presentations

Basic Skills & Literacy: Barry Semple, Chairman of the committee reported the following:

- No decision been made by the Department of Education concerning the new GED tests. This delay will cause some hardships for students and test centers when the existing GED test is terminated on December 31st. The State wants to keep both the pencil and paper and computerized tests.
- The County Literacy Consortium grant in the amount of \$850,000 was awarded to Brookdale. Projected number of customers to be served for next year is 1363. The WIB will be reviewing and submitting comments to LWD for concurrence/recommendations.
- A basic skills component and work readiness curriculum is now a requirement for all programs funded in WFNJ and Youth.

Next meeting: December 13, 2013

Business Services Committee: In the absence of Rob Connolly and Frances Keane, Co-Chairpersons of the committee, Mr. Gagliano requested that Larry Sternbach present the report.

- The committee met on August 7, 2013
- Program updates included:
 - Labor Market Updates: Monmouth County unemployment rate 8.1% in June
 - 26 worksites for Sandy NEG
 - Recovery4Jersey (14 contracts written - #2 in NJ)
- Job Fairs
 - Recent Job Fair employer survey showed 60% of employers hired a candidate they met at the Monmouth County Job Fair.
 - The next Job Fair is scheduled for September 20th from 10 am to 1 pm at Brookdale
 - A career connect workshop on "How to Prepare for a Job Fair" is scheduled for September 18th.
 - Surveys will follow the Job Fair on how many candidates were hired by employers and did job seekers find appropriate opportunities.

- A dashboard will be created to measure performance on job fairs, open houses, and job orders. The dashboard will also include surveying businesses on how satisfied they are with the services offered by the Division of Workforce Development

Next meeting: November 13, 2013

Job Seeker: Tim McMahon, Chairperson of the committee reported the following:

- Committee met on September 9, 2013
- Opposing business services – focusing on the job seeker population
- Look at customer satisfaction
- Expand the committee membership
- Starting point - MCDWD will provide data about programs
- Planning to involve other talent networks

Next Meeting: November 13, 2013

Welfare-to-Careers Subcommittee: In the absence of Kathy Weir, Chairman of the committee, Mr. Gagliano asked Eileen to present the report.

- As part of the reorganization, the Welfare-to-Careers is a subcommittee of the Job Seeker Committee, and it will meet quarterly.
- The WorkFirst NJ contracts to serve the TANF and General Assistance population were presented to the WIB for approval. These are providers that have worked with the Division of Workforce Development in the past. They are: Henkels & McCoy, Waters and Sims, Hispanic Affairs. The list of contracts was included in the meeting folders.
- ***A motion was made by John Genz, seconded by Brian Wallace to approve the WorkFirst contracts as presented. The motion was unanimously approved.***

Membership/Outreach: In the absence of Bill Phillips, Chairman of the committee, Mr. Gagliano reported the following:

- Rob Connolly, Linda Roma, Drew deGanahl and Steve Hornik were reappointed to three-year terms ending in 2016.
- Currently four private sector seats vacant
- Freeholder DiMaso is helping to target some employers

Oversight, Compliance & Quality Assurance: John Booth, Chairman of the committee reported the following:

- Reviewed the WIB budget and presented to the Executive Committee
- The level of detail in the budget is compliant with SETC mandates
- Reviewed June monitoring activities and findings, including: WorkFirst NJ sites, Sandy NEG sites and youth program site visits.
- Reviewed the June performance outcomes. Of the 9 national standards, Monmouth exceeded 8

Next Meeting: September 24, 2013

Services to People with Disabilities: Patti Carlesimo, Chairperson of the committee reported the following:

The College of Direct Support

- Shellyann Dacres, Training & Consultation Specialist with the Elizabeth M. Boggs Center on Developmental Disabilities was invited to speak about the College of Direct Support

- The College of Direct Support (CDS) is a nationally recognized online curriculum, which was developed by the University of Minnesota. The CDS is a set of web-based courses designed for direct support professionals and other who support individuals with disabilities. This coursework is designed to connect direct support professionals with a set of skills and a career path in their role of helping the people they support towards the development of a more fulfilling life.
- LADACIN Network, is currently involved with The College of Direct Support on-line training at LADACIN Network.

CNBC Transcript

- Ms. Carlesimo shared a transcript of a video that was aired on CNBC on August 27th regarding the high percentage (70%) of Americans with disabilities that are not working and how the Kessler Foundation is part of a collaborative effort with fortune 500 companies and Walgreens is one of those partnering and employing 1,000 individuals with disabilities.

Section 503 of the Rehabilitation Act

- Ms. Carlesimo also shared an email regarding a new rule for individuals with disabilities. The Section 503 rule establishes that 7% of people employed by federal contracts should be individuals with disabilities. This new rule will ensure that individuals with disabilities will have a better opportunity to secure and keep a job.

Next Meeting: November 6, 2013 @ 8:30 am, LADACIN Network, 1701 Kneeley Boulevard, Wanamassa

YOUTH COUNCIL – Tim McCorkell, Chairman of the committee reported the following:

- The Youth Council met on June 25, 2013
- Reviewed performance data. The WIB is measured on the performance measures of our youth programs. Measurements are based on Youth Placement, Youth Attainment, and Youth literacy improvement. Last year, Monmouth County fell within the yellow, or cautionary, level for Youth Placement. Currently, the county is doing very well with all measures.
- Received an increase in funding of about \$100,000 for youth. The following summarizes Sub-Contracts for the New Year.

In School Slots	114
Out School Slots	53
Total Slots	167
Contract Amount	\$603,690

- The LWD has given counties an opportunity to have a 6th barrier for youth eligibility; the committee recommended for the Monmouth County WIB's 6th barrier as "A high school graduate or GED recipient who has not held a full time regular job for more than 3 consecutive months and lacks work readiness skill necessary to obtain and retain substantial employment." The 6th barrier was approved by the WIB at their June 2013 meeting.
- The Go-for-the-Gold program has been given the green light to be expanded countywide. Monmouth County DWD Business Services Team will work with employers throughout the County to generate some interest and get employers on board.

- Linda Roma gave a presentation on the Brookdale Youth GED program and the status of the program. The program is for 10 youth for a total of 250 total program hours. Program will run 5 days a week from 9-3 and is held at the Neptune Higher Education Center in Neptune.
- Presentation by Kirk Lew, State Employment and Training Council.
Upon committee recommendations, 11 schools were awarded youth contracts for 2013-2014 in response to the Youth RFP. Tim McCorkell asked for a motion to approve the contracts. A motion was made by Patti Carlesimo to approve the youth contracts as recommended, seconded by Violeta Peters. The motion was unanimously approved.
- Freehold Regional High School is modifying their Carl D. Perkins Career and Technical Education plan which will expire June 30, 2014 to support the following programs (note the 2 new programs):
 - Arts, A/V Technology and Communications (New 2013-2014), Law, Public Safety, Corrections and Security (New 2013-2014), Health Sciences, Agriculture, Foods and Natural Resources, Hospitality and Tourism, Science, Technology, Engineering and Mathematics. Funding for the school year is \$17,141.
 - *Tim asked for a motion to accept the modification to Freehold Regional High School District's modification. Frank Preston made a motion to accept the modification, seconded by Tim McMahon. The motion was unanimously approved.*

Next Meeting: September 24, 2013 @ 2 PM, WIB Offices

OTHER BUSINESS:

- John Ciufo, Director of the Monmouth County Office of Economic Development announced the "Made in Monmouth" event sponsored by the Monmouth County Board of Chosen Freeholders to be held on September 28th at Monmouth University.

Comments from the Public: None

Next Meeting Date: Thursday, December 5, 2013 9:00 a.m. at the WIB Office in Eatontown.

Adjournment: There being no further business to come before the WIB, the meeting was adjourned at 11:48 upon a motion by John Szeliga, second by Frank Preston. Motion was unanimously approved.