

**Monmouth County Workforce Development Board
Minutes of December 7, 2017**

Members Present

Fran Keane, Chairperson
Robert Connolly, Vice-Chairman
Patricia Carlesimo, Trustee
Brian Wallace
Debra Agresti
John Booth
John Brown
Drew deGanahl
Paul Dement
John Gagliano
Stephen Hornik, Sr.
Renee Kurowski
Marie Lucier-Woodruff
Tim McCorkell
Violeta Peters
Susan Rakoci-Anderson
Jeff Schwartz
Barry Semple
Robert Shimko
John Szeliga
Benjamin Waldron

Members Absent

John Ciufo
Wyatt Earp
Roseann Isasi
Lorraine Scheibener

Staff Present

Larry Sternbach
Yolanda Taylor
Lucy Rivera

Guests

Serena DiMaso
Monmouth County Freeholder

Christopher Marion
Assistant County Administrator

Joan Desmarais, MCDWD

Sharon Hartman, NJDLWD

CALL TO ORDER & READING OF PUBLIC MEETING LAW:

- Fran Keane, Chairperson of the WDB, called the meeting to order at 10:05 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 with sufficient number of WDB members were present to constitute a quorum.

APPROVAL OF MINUTES:

- ***John Booth made a motion to approve the September 7, 2017 minutes as written and distributed; Robert Connolly seconded the motion, which was then unanimously approved.***

CHAIRMAN'S REPORT:

- Ed Sampson, Director of Monmouth County Planning Division will take the lead in the selection of a new Director. Two members of the Workforce Development Board, John Booth and John Gagliano will take part in assisting with the recruitment of the new Director.

FREEHOLDER REMARKS:

- The County continues to move forward on interviewing for the position of Executive Director of the Monmouth County Workforce Development Board. Currently eight people have been interviewed – very pleased with the process. John Gagliano and John Booth, both members of the WDB Board have participated in the interviewing process. It was a very inclusive and collaborative process.

DIVISION OF WORKFORCE DEVELOPMENT REPORTS:

- **Regional Plan Update:**
 - The Regional Plan was presented and was officially approved by State Employment and Training Commission (SETC) on September 21, 2017.
- **Local Plan Update:**
 - Local Plan was submitted to SETC and was returned with 11 areas that needed additional information. The 11 areas were addressed and the plan was re-submitted in late September – currently waiting for approval.

ONE-STOP PROCUREMENT UPDATE:

- The County went out for bid for the One-Stop Procurement for a One-Stop operator twice, both times with no response. Under the advisement from County Counsel and Monmouth County Assistant Administrator, the County began negotiations with various vendors, including Brookdale Community College. Brookdale Community College will become the One-Stop Operator with services set to begin January 1st, 2018.
- A resolution approving the One-Stop Operator was presented at the Freeholder's meeting in November – Currently awaiting the signed contract between the County and Brookdale Community College.

DASHBOARD/PERFORMANCE MEASURES:

- Two separate dashboards were distributed detailing the following:
 - Budget: The financial status indicating the funding available for PY'17 for the period of July 1, 2017 through June 30, 2018.
 - Dashboard detailing the actual WIOA performance. Shows clients that have now met the 2nd Quarter. There were 58 exits of which 37 have completed successfully, which brings the performance measures up to 63.8% our goal is 72.3%. Currently 88.2 % of Plan.
- The Board requested that the dashboard be updated to reflect the amount of funding that has been obligated to-date.

YOUTH PROGRAM PRESENTATION: Cancelled

COMMITTEE REPORTS:

- Welfare-to-Careers – No Report – Next meeting is scheduled for January 9, 2018
- Youth Committee:

- Committee met on October 10th. Discussion including approving the extension of in-school and out-of-school youth contracts that are in place that end on September 30, 2017 to September 30, 2018, as part of their two-year extension.
 - Next meeting is scheduled for February 13, 2018.
- Awards Committee:
 - Committee met on November 27th to discuss the planning for the Annual Partnership Awards Dinner, which is tentatively scheduled for April 19, 2018.
 - Committee reviewed various venue quotes, and recommended Branches Catering, which came in with the lowest quote.
 - The Committee recommended the following nominations for the five categories:
 - Government: Jennifer Beck
 - Community Organization: Community Affairs & Resource Center (CARC)
 - Business: CentraState
 - Education: Waters & Sims
 - Labor: TBD
 - Ticket price will remain @ \$75.00 per person. Looking at the possibility of having an Ad Journal and Silent Auction. Checking with County Counsel to see if it's allowed.
 - The Awards Committee is looking for more members of the Board to volunteer to serve on the Awards Committee. Rob Connolly and Debra Agresti volunteered to serve on the Awards Committee.
 - Next meeting is scheduled for January 8, 2018.
- Basic Skills & Literacy
 - No report – Next meeting is scheduled for December 14, 2017.
 - Barry Semple recommended having a presentation to the Workforce Development Board by the Talent Networks.
 - Currently there are 11 Talent Networks, which are created by the State to be very sector specific. The Talent Networks are supposed to be engaging with businesses to determine their needs and communicate it to the One-Stop to prepare the workforce for the future.
 - Monmouth County is focused on the following three Talent Networks: Healthcare, Retail, Tourism & Hospitality and Technology.
 - The Board recommended having a representative from Healthcare Talent Network to give a presentation to the WDB specifically about what information they have gathered that impacts that industry in our region. Also to talk specifically about what they've learned that could impact the decision making going forward and how is the information shared with WDB.
 - The consensus from the Board is to invite Kerri Gatling who oversees the Talent Networks for an overview and invite Padma Arvind for specific presentation on the Health Care Talent Network.
- Business Services
 - No Report – Next meeting is scheduled for December 14, 2018
- Job Seeker
 - No Report – Next meeting is scheduled for December 14, 2018.
- Oversight, Compliance & Quality Assurance:
 - Issues with the Power Point presentation on the WDB Member Orientation – Discussion will be continued at the next committee meeting, which is scheduled for January 18, 2018.

- Committee is recommending to check with GSETA on how other counties conduct their WDB orientation.
 - There are also concerns with the slate of officers for the period of July 1, 2018 through June 30, 2020. Need a Chairperson for the Membership Committee.
 - The Board requested that the membership roster be provided at both the next WDB Executive Committee meeting and also the full Board meeting that is scheduled in March 2018.
- Services to People with Disabilities:
 - Discussion about the Talent Networks
 - Workforce Crisis continues
 - Next meeting is scheduled for January 10, 2018

STATE OF THE COUNTY OVERVIEW:

- Larry Sternbach presented a PowerPoint presentation on the State of the County overview, as of October, which included the following information:
 - Unemployment rate of 4.1% in the United States; and 4.9% in New Jersey.
 - Private sector jobs have increased, while education and government have decreased.
- The Monmouth County Division of Workforce Development will be launching a Think Green Program Policy in January – an initiative to get the WIOA performance measures into green.
- The Board requested that the PowerPoint presentation on the State of the County be emailed to members of the Workforce Development Board.

OTHER BUSINESS:

- National Association of Workforce Boards (NAWB) Forum 2018 is scheduled for March 24-27, 2018 in Washington, DC. There is funding available for four WDB members and 3 staff members to attend the NAWB conference. If anyone is interested in attending, please email Lucy Rivera.
- Recognition to Patti Carlesimo who is being honored with the Spinnaker Award on January 31, 2018 at Branches in West Long Branch.
- Recognition to Ben Waldron, Monmouth-Ocean Development Council will be honored at LADACIN Network's Rosebud Gala on March 10th at the Jumping Brook Country Club in Neptune

COMMENTS FROM THE PUBLIC: None

UPCOMING EVENTS:

- WDB Quarterly Board Meeting – March 1, 2018 – 17 Christopher Way, Eatontown, NJ
- Spring Job Fair – April 13, 2018 – Collins Arena, Brookdale Community College
- Partnership Awards Dinner – April 19, 2018

ADJOURNMENT: *There being no further business to come before the WDB, the meeting was adjourned at 11:30 AM upon a motion from Steve Hornik. The motion was seconded by John Booth unanimously approved.*