

**Monmouth County Workforce Investment Board
Minutes of March 21, 2013**

Members Present

John Gagliano, Chairman
Wyatt Earp, Vice-Chairman
Rachel Aumack
John Booth
John Brown
Patti Carlesimo
John Ciuffo
Robert Connolly
Drew deGanahl
Carolyn Ellington
Frances Keane
Pat Koziol
Timothy McCorkell
Tim McMahan
Dr. Maureen Murphy
Frank Preston
Susan Rakoci-Anderson
Barry Semple
Linda Silvers
Brian Wallace
Benjamin Waldron
Kathleen Weir

Members Absent

Ambar Abelar
John Genz
Karl Lorch
Violeta Peters
Bill Phillips
Linda Roma
Jeff Schwartz
John Shea
John Szeliga

Staff Present

Eileen Higgins
Dan Passarella
Lawrence Sternbach
Lucy Rivera

Guests

Serena DiMaso, Deputy Director
Monmouth County Freeholders

Call to Order & Reading of Public Meeting Law:

- John Gagliano, Chairman of the WIB, called the meeting to order at 10:04 a.m.
- 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 December 6, 2012 Meeting Minutes:

- *John Booth made a motion to approve the December 6, 2012 minutes as written and distributed.*
- *Ben Waldron seconded the motion, which was then unanimously approved.*

Chairman - Executive Committee Report: John Gagliano thanked all those in attendance for taking time from their busy schedules to be present, and asked those present to introduce themselves. The chairman then highlighted recent activity as follows:

- Following the Monmouth County Freeholder reorganization – Freeholder Serena DiMaso is the new WIB liaison as well as the Deputy Director of the Board.

- Thanked members for adjusting their meeting schedule due to the anticipated storm on March 7th.
- The Executive Board met in January and February – which included a tour of the Neptune One-Stop. Highlights from those meetings include:
 - The Division went out to bid for mid-year Youth Programs with a Request for Proposals
 - The Youth Council recommended awarding contracts to:
 - Boys & Girls Club of Monmouth County for a Work Experience program in the amount of \$12,563; and
 - Hispanic Affairs & Resource Center for a Job Search, GED Prep and Work Readiness Program in the amount of \$40,639.
 - The Executive Board voted to support these recommendations and contracts were awarded.
 - Tim McMahon agreed to chair the Job Seeker Committee – a newly established committee with the recent committee restructure; currently seeking representation from Healthcare, Hospitality, Retail/Restaurant of both WIB and non-WIB members.
- Sandy NEG Grant
 - Since the storm, the Monmouth County Division of Workforce Development has been focused on the Sandy recovery.
 - Governor Christie toured a restoration project in Bradley Beach on January 14th, one of the many towns that were impacted by Hurricane Sandy and where the Division of Workforce Development has participants working with the local DPW. Commissioner Wirths, Assistant Commissioner Mary Ellen Clark, Freeholder Director Tom Arnone, Deputy Director Serena DiMaso, Freeholder Lillian Burry, John Gagliano, Eileen Higgins and Jay Staiger attended the event.
 - USDOL monitored the grant and Regional Director Tom Dalton and Commissioner Wirths toured Long Branch and SCAN as part of the monitoring on February 27th.
 - The National Emergency Grant (NEG) is scheduled to end on April 29th; the State LWD has requested an extension.
- New Hire Incentive (OJT)
 - The Board previously recommended that the New Hire Incentive program (OJT) receive an allotment of 50% of the training funds; to date there have been limited New Hire contracts written. It was requested that the Director have the ability to obligate the funds as needed between both OJT and classroom training. The Executive Board supported this request to best serve the job seekers of Monmouth County.
- WIB Partnership Awards Dinner
 - The Annual WIB Partnership Awards Dinner is scheduled for April 18th at McLoone's Pier House in Long Branch.
 - The honorees for this year are:
 - Business Award: Solar City
 - Community Service Award: Asbury Park Community Development Youth Initiative – Mayor Ed Johnson, Asbury Park/Lou Paparozzi/Tom Huth, Monmouth County Prosecutors office
 - Government Award: Commissioner Harold Wirths – LWD
 - Education Award: Barry Semple – NJALL/Literacy

- Labor Award: Eric Houghtaling – IBEW Local 400
 - John Gagliano mentioned that he would be out of town for this event but he encouraged all WIB members to attend and support this event with a reminder that funds raised are donated to Brookdale for their scholarship program.
- WIB Certification
 - The WIB is working closely with SETC on WIB Recertification which must be completed by January 2014.
 - SETC mandates that the WIB budget be approved by WIB
 - The budget was reviewed by the Executive Board and will be presented for approval later in the meeting.
 - Executive Committee recommended that in the future, the Oversight Committee will review the budget first prior to the WIB Executive review with presentation to full WIB at the September WIB meeting.
- “Go for the Gold” Program
 - The Asbury Park Community Development Initiative “Go for the Gold” Program will be holding a ceremony on March 7th to recognize the success of the Asbury Park Youth. Freeholder DiMaso, John Gagliano and Eileen Higgins will attend the ceremony and present Certificates of Achievement to the students.
 - This initiative included Asbury Park businesses – John Gagliano thanked Tim McMahon for his time and work with youth to address the need to connect the youth in Asbury with the businesses who could hire them. The program’s success is now incorporated County-wide and will be a component for all programs in the future funded by the WIB
- Job Fair
 - The next Job Fair will be held on April 19th at Brookdale Community College.
 - Over 100 employers are scheduled to attend and we anticipate over 1,000 job seekers.
 - A copy of the flyer was included in the meeting folders.
- NAWB Conference
 - The National Association of Workforce Boards held its annual conference in Washington DC on March 9-13. This conference is very informative
 - John Gagliano, John Booth, Barry Semple, Eileen Higgins, Larry Sternbach attended the conference.

Freeholder Remarks:

Freeholder Serena DiMaso stated that she was pleased to be the new liaison and is looking forward to working with the WIB.

Nomination of Officers:

In the absence of Bill Phillips, Chair of the Ad Hoc Nominating Committee, Eileen Higgins presented the following slate of WIB officers for the period of July 1, 2013 through June 30, 2014:

Chairman: John Gagliano;	Trustee: Violeta Peters
Vice-Chairman: Wyatt Earp;	Trustee: John Szeliga

The floor was open for nominations for any additional WIB member to serve as an elected WIB officer; no further nominations were made. John Booth made a motion to close the nomination of candidates to serve as WIB officers for the period of July 1, 2013 through June 30, 2014, which was seconded by

Steve Hornik. All members present voted in favor of adopting the motion. Elections for the officers will be held at the June annual WIB meeting.

Presentation of PY 12 Budget: Eileen Higgins highlighted the following:

- It is mandated by the State Employment and Training Commission (SETC) that the annual WIB budget be approved by the WIB.
- Included in the meeting folders was a line item breakdown of the PY 12 budget and where the monies are being appropriated.
- The budget was presented to the WIB Executive Committee at the February 27th meeting, and upon their recommendation it was presented to the full WIB board for approval. *A motion to approve the PY 12 budget as presented was made by Frank Preston and seconded by Steve Hornik. The motion was unanimously approved.*

Executive Director's Report: Eileen Higgins highlighted the following activities:

Hurricane Sandy

- Four individuals were hired by the Division of Workforce Development to work on the Hurricane Sandy NEG grant.
- Congratulated the staff on the success of the Sandy grant.
- Staff has contacted every municipality again, especially those not previously requesting assistance and now additional municipalities are working with the grant. To date the Division of Workforce Development has served the following:
 - 866 clients have been seen in the office
 - 398 clients have been certified eligible for grant services
 - 87 job orders have been taken
 - 142 clients have been placed on job sites
 - Currently there are 33 contracts in place
- There are an additional 75 opportunities to fill by the Monmouth County Department of Public Works. The process has been slow due to background checks that are required by the County.
- Currently obligated \$1.1 of the \$1.2 million
- The NEG Grant is scheduled to end on April 29th; the State LWD will be asking for an extension.
- There are two possible types of extension:
 - No Cost: Moving the end date
 - Requesting more monies
- Focus on the Hurricane Sandy NEG has diminished to primarily the four new hires and the supervisors working on the grant. The state LWD has monitored every site and contract and USDOL has been to the office and reviewed selected client files as well as various site visits.
- The Commissioner of Labor joined the USDOL monitoring team at the Long Branch and SCAN site on February 27th. The Commissioner has been very supportive of Monmouth County's efforts with this grant. Following this visit, LWD has requested a modification to extend the grant and to lift the \$12,000 per worker salary cap to \$24,000.

- Currently working with the National Guard Armory in Sea Girt where over 20 buildings were damaged due to the storm. They have requested 100 workers and will primarily be looking to place National Guard and military members first. LWD is directly involved due to the scope of this one site. The staff met at the Armory to determine eligibility; 12 of 25 were deemed eligible. Waiting for an MOU between LWD and the National Guard to have these workers begin remediation at this site. Will continue to certify workers on a weekly basis at the Armory.

State Energy Sector Partnership Grant (SESP)

- Continue to oversee the State Energy Sector Partnership Grant (SESP) for the central region of NJ. It appears that all of the funds for this grant will be obligated prior to the June 30, 2013 deadline. Monitoring this grant closely and reporting the status to LWD.

Requests for Proposals

- Contracts and Planning staff have reviewed the current programs and are preparing the RFPs for next year's program cycle (July 1, 2013 – June 30, 2014) with a release date of April 1st
- Anticipating a 5% cut across the board due to sequestration.
- Currently looking at programs to determine if some of the components can be provided in-house.

Dashboard: Dan Passarella highlighted the following:

- Included in the meeting folders was a copy of the Dashboard covering the period of July 1, 2012 through February 26, 2013.
- Currently in very good shape as far as the performance measure system under the WIA Act.

OTHER BUSINESS:

WIA Reauthorization: Barry Semple highlighted the following:

- HR 803 included several changes of great significance to the WIA Title II Funds which is the major source of WIB and adult education funding as follows:
 - It would reduce the number of funded programs from 50 to 35 and send the aid to state as a block grant, which the state could utilize for nearly any program.
 - The definition of "local area designation" would change from requiring existing boundaries (as in counties and cities) to WIB boundaries as determined by the SETC and Governor.
 - The bill was passed by the House by a vote of 212 to 202.

Literacy/GED: Barry Semple highlighted the following:

- The Department of Education does not expect to make a decision concerning the new high school equivalency examinations until the summer. This delay will cause some hardships for students and test centers when the existing exam is terminated on December 31st.
- It is anticipated that more than one exam will be approved which will have ramifications for orienting students and equipping preparatory classes.
- The DOE is considering allowing students who have failed one or more of the tests this year to have another year to retest.
- An issue now being worked on is the administration of the examinations rests with the DOE, while the needed professional development resources under WIA are administered by the LWD.

Division of Workforce Development: Eileen Higgins reported the following:

- Currently working with the Monmouth County IT department to create a client database for the Division of Workforce Development. Staff is currently working on the beta version to ensure the database provides the necessary assistance with the data management. Anticipate a migration of data on to the new program by the end of April.
- The Division of Workforce Development implemented changes to the office client flow in February, with the primary focus on staff connecting clients with jobs and sending them to training only after it has been determined that a skill upgrade is preventing their employment. Staff has developed multiple workshops including: services orientation, resume writing, interviewing skills, Jobs4Jersey, labor market/NJCAN, and New Hire Orientations. The staff will meet to assess the new delivery method and make changes as deemed necessary.

Comments from the Public: None

Next Meeting Date: *June 6, 2013 9:00 a.m. at the Asbury Park Senior Center*

Adjournment: There being no further business to come before the WIB, the meeting was adjourned at 11:45 *upon a motion by Drew deGanahl, second by Fran Keane. Motion was unanimously approved.*