



2 South Main Street 2<sup>nd</sup> Floor Pleasantville, NJ 08232  
 Telephone: 609.485.0153 Fax: 609.485.0067

Workforce Development Full Board Meeting 9am June 15, 2017 Harbor Pine Country Club

**Attendance:**

Alan Beatty	Holly Jennings (proxy)	Pat Constantino	Mark Ford	Dr. Gaba
Forrest Gilmore	Ellen Hohmann	Dan Kelly	Stephanie Koch	Rick Lovering
Terri Lutz	Paul McClellan	Michelle Morales	Riaz Rajput	Eric Reynolds
Candace Titanski	Kim Ward	John Risley		

**Staff:** Rhonda Lowery    John Fata    Alicia Oatman

**Guest:** Elizabeth Denham    Marion Woodson    Harriet Sackson    Jim Connett

The meeting was called to order at 9:10am by Riaz R. Minutes from the previous meeting were approved by Dan K. and Rick Lovering.

**Re-Organization ceremony-** was conducting by Freeholder John Risley. A statement of importance along with a thank you to all of the members of the Board for their hard work was given. The cabinet members installed as follows:

Chair- Riaz Rajput  
 Vice Chair- James Drew  
 Treasurer- Theresa Lutz  
 Secretary- Stephanie Koch

During the ceremony a total of 9 Full Board members were sworn in to the Board. A motion to approve officers was given by the Board Chair Riaz R. and was unanimously seconded.

Financial Report- PY16 we are at 68% with over \$5.7 million spent.

WFNJ- 48%, 836 enrolled with 184 completed and 81 employed.

WIOA- 31%, 134 enrolled with 1 completion.

OJT Contracts- 32 total contracts

(Please refer to the report given)

Dr. Gaba inquired if the current 68% poses a concern and it was explained by John F. that there is a 10-15% carry over. Should the allocated funds not be used then they will be sent back to the state. Therefore yes it is a concern as the State report reflects these numbers but the hope is that the averages will increase. This is a fresh start this year due to WIOA as most of our contract are a hybrid model. The salary totals are a projected numbers for 2017 however a detailed report will be generated at a later time. Eric R. asked that their program numbers be corrected and reflected in the coming reports. As of the month ending April 30<sup>th</sup> 2017 AC NEG budgeted amount was \$4,974,750, expenses \$2,090,009, unliquidated obligations \$437,401 which leaves a balance of \$2,447,340.

Rhonda L. pointed out that regarding training most all of the customers are trained in the areas that employers are in need of; for this reason placement contracts are generated and we are considering Job Coaches as well. A motion to approve the financial report was made by Eric R. and seconded by Alan B.

### ***Executive Director Report-***

The following proposals were renewed: Job Placement/Job Readiness, WFNJ Activity, In School Youth, and Out of School Youth. According to the State all Workforce Development Boards are to put a bid out for a One Stop Operator. The bid process went smoothly with one application being submitted. Upon review of the proposal, America Works has scored enough points to be awarded the contract as of July 1<sup>st</sup> 2017. America Works has designated Marian Woodson as the One Stop Operator. The question was asked since America Works is currently a vendor for another contract with Atlantic County, would this be a conflict; Rhonda L. explained that Atlantic County Law department has asked for a conflict of interest statement from America Works which will be included in the contract. The One Stop Operator will only oversee the services but will not have no direct supervision of staff. A motion from the Board is necessary to move forward; Eric R. made a motion to approve giving the contract for the One Stop Operator to America Works, motion seconded by Mark F. Motioned approved by all.

***Summer Youth-*** Cycle one had 30 referrals which were sent to America Works for life skills. Ideal did not receive any due to suspension by the State. The Chamber of Commerce and Stockton are working on the youth job placement. Eric R. cited that 50% of those youth will be placed by the week of 6/19/17. The goal is to place 100 youth between the ages of 18-24 from the Atlantic County area in jobs. It is suggested that this process begins at an earlier time in 2018 with a focus on CNA as this is a much needed in our area for long term patient care facilities. Youth Corp graduation is scheduled for June 29<sup>th</sup> 2017 located at Bally's Casino.

***Budgets-*** we have not received our NOO's from the state as of yet but we are hopeful. We will be submitting a letter drafted by the legal dept. of Atlantic County addressed to USDOL seeking a budget modification approval for a new parking lot that will house 90-100 parking spots. The Full Board approval is needed to proceed. Dan K. and Theresa L. made a motion/seconded for the approval. The USDOL will inform us what the budgeted amount will be for this project. Should USDL answer no, we will then ask the County to fund this endeavor but we are hopeful that the USDOL will approve. Work AC money will end on June 30<sup>th</sup> 2017 however we are looking to receive additional funds to continue with a satellite office in Atlantic City for the next fiscal year.

GSETA- the conference is scheduled for October 4<sup>th</sup> – October 5<sup>th</sup> 2017. All interested persons should contact our office to register. In addition the Star Award will be presented on the first day of the conference instead of the second day..

### **No Old Business**

### **Unit Updates-**

Alan B. Healthcare Committee- There is a great need for Certified Nursing Assistants. Atlantic County has over 100 job openings and currently the committee is seeking ways to recruit individuals in the career path. Shore Medical is still seeking a Certified Black Seal Operator. ACIT is looking to begin a training course for Black Seal Operators as well as Specialty Nursing

program and more information is forthcoming. There will be an open house in the near future for these career paths.

Elizabeth D. Disabilities Committee- the Awards Brunch is scheduled for October 10<sup>th</sup> 2017. Nominations are to be submitted the first week of August and the committee will meet on 8/9/17 to discuss the submissions and brunch particulars.

Ellen H. Literacy- The graduation is scheduled for July 20<sup>th</sup> 2017 at the ACCC Mays Landing Campus; Rhonda L. has agreed to purchase the caps and gowns. The essays for the graduation will be completed in the month of June. The newly appointed president of the college Dr. Barbara Gaba will be the commencement speaker; refreshments will be served provided that admissions has funds to accommodate. Although participation has been low due to the pilot program success last year there will be additional ESL classes added.

Youth Report given by Rhonda L. - the committee is pursuing apprentice with Super Markets.

Business Committee given by Rhonda L. - A letter was sent to all CEO's of various establishments, this in efforts to get everyone on the same page regarding hiring those we refer. The hope is to have a face to face meeting to discuss how we can partner with them. A meeting with Talent Network was scheduled on 3/6/17 to discuss their involvement on future efforts for employments. Eric Reynolds also extended an invitation to the Talent Network to attend an info-session which was on 3/20/17. There are 518 job opening presently however the question is "why aren't they filled". As per Joe Kelly due to these findings, it is imperative that we begin to facilitate our employment endeavor. Eric R. added that business does not pick up until July. Terri L. also informed the Board that Tropicana has 100 openings of which 30 applied and only 9 passed the drug test. This seems to be the biggest obstacle. Tropicana is also hosting a job fair today and a license is required for the positions.

Eric R. Oversight committee- the focus currently is referrals. Currently there are approximately 150 referrals sent to providers with the AC Chamber receiving slightly more. Eric R. pointed out that the AC Chamber has partnered with other agencies that offer similar services however the Chamber does rely on the One Stop for referrals to ensure that the required benchmarks are met, 65% of referrals are WIOA adults that are work ready. It is unclear at this point as to how many youth referrals there are. Rhonda L. added that WorkAC has seen 168 dislocated workers thus far with most being work ready. WorkAC is working due to advertisement as well as word of mouth. Eric R. requested a list of customers that are in training. Seemingly dislocated workers are challenging due to the State funds that the customer receives. A report has been generated and will be distributed at the next Oversight Committee meeting.

New Business-

Our participation rate is low and we are working to increase those numbers. Forrest G. cited that the State agreed that we should look at the system and seek to improve and come up with a corrective plan of action. This could be an opportunity to enhance funding.

One Stop Operator- We welcome Marion Woodson as the new One Stop Operator.

New Board Member- Jim Connett is a new member to the Board replacing Mike Greco from the FAA.

Adjourned 10:40am

