
MEETING MINUTES

Type: Bergen County WIB Quarterly Meeting **Location:** Bergen County Technical School
Administrative Building Auditorium

Date: Wednesday, October 10, 2012 **Address:** 327 East Ridgewood Ave., Paramus

Present: See attached attendance sheets

Distributed: Agenda; Minutes; BCTS WIA/WFJN Grants Accrues Expense & Obligation Report FY 2013 PY 2012 July 1, 2012 thru June 30, 2013 as of 10/01/2012

At 9:08am the meeting was begun

- Introductions took place
- In accordance to public law, a public notice was placed
- The Pledge of Allegiance was said

The meeting was called to order by Chairman Jim Black

Approval of the July 12, 2012 minutes was requested and the motion to accept was passed. Charles Mattson made the motion and Vince D'Elia seconded the motion.

➤ **One Stop Operations Report – Dimitri Miaoulis & Greg Janz**

- Working with One Stop MIS department on reporting tools available in NJ Performs; need additional reports especially on performance measures
- Users need refresher training on AOSOS system because it is not being used to the max
- Greg Janz is working with different departments to improve workflow to process people better
- One Stop working with Department of Labor (DOL) to streamline Individual Training Account (ITA) process; within July/August signed \$1M ITA contracts; shifted funding to 60%-OJT/40%-ITA; getting the word out to business on On-the-Job Training (OJT); looking to do 20 OJTs a month; funding can be reallocated if needed; has been drastic cultural change; Tom Toronto questioned if Executive Committee overruled ITA committee about OJT/ITA shift - Greg Janz explained that he made the recommendation to the Executive Committee in August to shift the bulk of money to OJTs; Jackie LueRaia asked if this change would make it harder for ITA placements at the college being skills dictate training - Greg Janz replied not if they are “work-ready” and we would consider training for a certificate program or upgrade skills not training for new job; Tom Toronto stated that counselors do not have the credentials to make those kind of decisions (if someone wants training in a new career); Greg Janz stated that we are not supposed to re-train if they have no experience or transferrable skills in a field and that the One Stop is not there to train people for new careers; Greg Janz also stated that ITAs are still available that OJTs get people back to work ASAP; Greg Janz stated that if there are not enough OJT contracts by January/February we can move funds back and it is reviewed regularly by Walter Tobe
- Reviewing AOSOS data and found 2/3rds of information was inaccurate; have been working on cleaning up the database
- Steve Blumenthal stated these are some of the smartest things ever heard since being on board; Jim invited more people to join the One Stop Committee
- Budget reviewed

- Greg Janz discussed how some providers (see handout) are not complying with contracts providing documentation on job placements, causes poor placement rates and is recommending that they be suspended
- Jim Black stated that we are only introducing the provider issue and that the board will take a formal vote at our next meeting

➤ **Business & Economic Development Report – Lou Weiss**

- Committee meets every two weeks; we have now changed direction; at first we identified what the problems were; now we are focusing on outreach and Business & Economic Development
- Meredith Aronson from NJ Talent Networks came to speak to us on manufacturing; we learned that NJ ranks 41 on competitiveness; first businesses have to want to come here, second we need to be business friendly; we need businesses to get people back to work; manufacturing is just one sector we will focus on; we also learned that high school graduates are not prepared and ranked 4th in education; many students leave the state because it's too expensive
- Working with Tammy Molinelli and Maggie Peters we are focusing on business development and using government incentives. Like OJTs, to keep business here; marketing is getting the word out what we do; Tammy is out there with the Business Representatives identifying business needs so we can fill them; Randy Guthrie stated that the Executive Committee re-shaped Tammy's responsibilities into looking harder into business development and has created a plan to visit businesses to let them know what services are available
- Along with the County Executive, Maggie Peters, Tammy Molinelli, Vince D'Elia send out letters each month reaching out to new businesses in Bergen
- Meadowlands Chamber is sending out a survey that we developed and will hopefully turn out leads as well
- Greg Janz stated that businesses are starting to call in from word-of-mouth and the message is starting to spread; Maggie Peters explained that this is a two-part strategy with Tammy's focus on small/mid-sized businesses and Maggie's on larger businesses

➤ **Marketing and PR Committee Report – Annette Freund**

- Visual marketing presentation
- Annual Report is a group effort with everyone on the Executive Committee assigned to various sections; printed reports should be received by January; it was professionally designed and will be our best marketing tool; it will state who we are, what we have accomplished
- Also developed: tri-fold brochure, design guidelines, stationery items (letterhead, labels, business cards)
- We continue to develop success stories
- Tammy brought in a referral for an advertising piece in the Meadowlands USA magazine; will be out soon

➤ **Literacy Report (Special Partners) – Walter Hecht**

- Literacy skills are really important to the workforce, especially manufacturing
- At last board meeting we told you that funding was cut for a major program; basically \$1.2M for Workforce Learning Link (WLL) and GED testing centers went from \$4M to \$2M; as it stands it looks like the college will underwrite the testing center; state may be partnering for computerized GED testing
- We are working on incentives and literacy issues; anyone who wants to join the committee is welcome; we exchange and cross-pollinate a lot of literacy related information

➤ **Executive Director Report - Tammy Molinelli**

- Shannon Lazare is out new Youth Investment Council (YIC) Chair
- We started a new Veterans committee with Martin Devaney as Chair and Ellen Stein as Co-Chair; we had two meetings so far and looking for members with veteran expertise; we have identified 15 action items to address supply and demand issues and how to leverage services for employment opportunities; Dimitri will be working in a veterans component into his One Stop analysis
- Two ad-hoc committees have developed from special community needs; we were approached by the faith-based community to address employment for incarcerated individuals; the Re-Entry Committee is developing a pilot program with guidance from Jamal Stokes at the One Stop who specializes in this area; the faith-based

organizations have offered to pay for the training program and will assign a mentor for ongoing support; in our group effort with Julia Orlando and the Bergen County Housing, Health and Human Services Center, we are working on our second round of work-ready shelter individuals; our first group of 10 have been placed; Julia has secured funding to hire a part-time person to help with this program

- Our WIB was featured in a 3-page 201 Executive magazine article focusing on regional workforce in regard to manufacturing
- We are proud to say that this board knows how to bring money into the region; the H1B Visa grant will save 2k jobs in technology in northern New Jersey and train 420 individuals filling the gap in resources; this proves our partnership capabilities within the workforce system, colleges, and more
- State Employment and Training Commission (SETC) is coming out with a new strategic plan and we will be asked to provide feedback to the state
- A new board member orientation will be held on October 25

➤ **Guest Speaker – Aaron Fichtner, NJ DOL Deputy Commissioner**

- Introduction; Bergen is a tremendously strong WIB; 201 Executive is a great article around manufacturing
- DOL state plan overview; hopes to be innovative; section A of plan is important to read; 20 pages lays out the basics; meant to provide strategic roles; underlying direction is a vision on how to take workforce system into a talent engine so businesses have access to talent
- State plan priorities: #1. Continues to address high unemployment and special populations like veterans, disabled, youth, and the long-term unemployed; #2 System integration - about 50 different workforce programs working together to integrate resources; #3 Quicker connections of unemployed people to employment, responding to the needs to employment; #4 Stronger partnerships all working together, four core values: #1 driving investment to industry needs to prepare workforce, regional planning based on regional economics, #2 continue to think how to connect across boundaries when necessary while still focusing locally, #3 meeting the job seeker where they are geographically and where they are in their career (online resources, career guidance, job clubs networking), #4 literacy readiness – providing literacy services within the system we access to, work-readiness skills and occupational training programs aligned with the needs of employers, developing a program that directly responds to employer needs and investment in training – working with training providers to develop programs to support the core four values with performance accountability, metric requirements, developing a broader workforce system with metrics to ensure accountability
- Questions and comments; Peter Mercer stated there needs to be more investment in higher education, need to supply high educated workforce; Walter Hecht started discussion on GED testing funding cuts and shift to computerized tests, was not thought out and difficult to ask for local areas to pay – we were lucky to have the cooperation of our tech school and community college; Aaron responded that we have had difficult financial times, literacy took a big hit and we are working the best we can with the Department of Education (DOE), we are committed to address the issue as fast as we can with the resources we have and to create innovative solutions

➤ **Chairman Report - Jim Black**

- Carol Polack has been working with the County on bringing our membership up to date; we provided the County with documentation including the SETC membership policies and re-certification process; we are required to have a 37 member board (19 private sector / 18 public sector); we are trying to meet all membership requirements and it needs some adjustments; hopefully it will be approved and passed soon; the following have been recommended for new appointment: Gina Bizzarro, George Charne, Dominick D'Agosta, Deborah Fredericks, Patrice Goldfarb, Robert Loderstedt, Ketul Patel, Lori Friedman, Maggie Peters, Ellen Stein, Steven Valvano, Lou Weiss, Shannon Lazare
- Membership is important; committees are the heartbeat of our organization; we encourage new and existing members to look into joining a committee

➤ **Old Business**

- Updated bylaws are in place and coming together and under review

➤ **Open Discussion**

- Jackie Lue Raia stated as she would like more information on customized training procedures for when she speaks with business; Greg Janz suggest she call the One Stop; Jim Black added that the state offers customized training program grant; Walter Hecht stated that there are different avenues for customized training and would be helpful to share resources, also that we should be provided with an update at our next board meeting
 - Cynthia Forster announced that the Record is hosting political debates; also serving as a media sponsor for the Bergen Harvest Fair which is still looking for vendors
 - Walter Hecht announced that Friday at 7pm Project Literacy is holding their gala at the Stony Hill Inn
 - Tammy Molinelli announced that Manufacturing Week starts in October; FDU is offering programs
- There being no new business, a motion by Charles Mattson, seconded by Ron Milon, to adjourn the BCWIB Quarterly Meeting at 10:59am was carried.

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➤ **Announcements**

- The Bergen County Workforce Investment Board will next meet on **TBD** at 327 East Ridgewood Ave., Paramus - Bergen County Technical School Administrative Building Auditorium

Prepared by: Carol Polack, December 13, 2012

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