

## Meeting Minutes: WDB Board

February 28, 2017 | 09:30 – 10:30 | 400 Paramus Rd., Paramus – Bergen Community College, TEC128

### Attendance

Member (Alternate)	Organization	Feb	Apr	Jul	Oct	Total
Lynn Bartlett	Housing Authority of Bergen County	X				
Maxine Becker (Gilda Escobar)	Bergen One-Stop - Vocational Rehabilitation Services	X				
Steven Blumenthal	MBAF CPAs, LLC.	X				
Mark Bocchieri	Verizon	X				
Robert Calocino	Bergen County Board of Social Services	X				
Gerard Carroll	Bergen County Technical Schools	X				
George Charne	The Hunter Group	X				
Joanne Cimiluca (Donna Spoto)	Bergen County Division of Economic Development	X				
Dr. Allan DeGiulio (Figen Tabakci)	Greater Bergen Community Action, Inc.	X				
Etta Denk	Bank of America	X				
Martin Devaney	Human Resources	NA				
Thomas Eastwick	Eastwick College	X				
Patti Goldfarb	Employee Benefits Advisors Group	NA				
Walter Hecht	WCH7 Consulting	X				
Dave Hollenbeck	PSE&G	X				
Jayne Jacobson	SCORE Northeast NJ	X				
Greg Janz (Donna Todd)	Bergen One-Stop Career Center	X				
Lorraine Joewono	Bergen County Division of Senior Services	X				
Tedd Kochman	Littler Mendelson, P.C.	X				
Shannon Lazare	M&T Bank	NA				
Dr. Howard Lerner (John Susino)	Bergen County Technical Schools & Special Services	X				
Jane Linter	Bergen County Division of Human Services	X				
Jackie Lue Raia	JLR Consulting	X				
Brian Maher	Berkeley College	X				
Lori Margolin	Goodwill Industries of Greater NY and Northern NJ	X				
Amanda Missey	Bergen Volunteer Medical Initiative	X				
Vincent Morelli	Aflac	X				

Member (Alternate)	Organization	Feb	Apr	Jul	Oct	Total
Norah Peck (Sharon Rosario)	NJ Department of Education, Bergen County Office	NA				
Dr. Anne Prisco (Michael Szarek)	Felician College	X				
Damaris Ramirez	The Healthcare Network Training Center	X				
Dan Ritson	Wasch & Ritson, LLC	X				
Treva Spencer-Dupree	SUEZ	NA				
Michele Talamo	Human Resources Consultant	X				
Chairwoman Tracy Zur	Bergen County Board of Chosen Freeholders	X				
County Executive James Tedesco (Marc Shrieks)	County of Bergen	X				
Jim Thebery	Bergen County Division of Disabilities Services	X				
Paul Thomasset	Finance	X				
Vince Vicari	New Jersey Small Business Development Center	NA				
Kathy Walsh	Arc of Bergen & Passaic	X				
Dr. Kay Walter (Christine Gillespie)	Bergen Community College	X				
Lou Weiss	WFM Project & Construction Assoc. LLC.	NA				
Patrick Welton (Joseph Horowitz)	Residence Inn by Marriott Saddle River	X				
Paula Wills	Bergen One-Stop - Employment Services	X				
<b>Standing Guests, Resources, and Advisory Members (Non-Voting)</b>						
Tammy Molinelli	Bergen WDB	X				
Carol Polack	Bergen WDB	P				
Sandy Sroka	Bergen Community College	X				
Kevin Tarantino	SUEZ	-				

**Additional Guests:** John Fuggazie, Brandon Schoonover, Mackenzie Moran

**Legend:** (X) present; (P) phone; (NA) notified absence; (blank) un-notified absence; (-) not applicable

### Meeting Action Items

No.	Action	Responsible Party
1	Charts: Critical Skills Needed for Open Jobs; Hiring of People with Disabilities	B. Schoonover
2	Distribution: B. Schoonover Reports, D. Spoto Food Manufacturing Report	V. Tahhan
3	US DOL Statistical Links	V. Tahhan

## Meeting Minutes

- ❖ **Meeting Opening.** A. DeGiulio called the meeting to order at 8:40 am. The Board and its guests were led in the Pledge of Allegiance. A. DeGiulio recited the Open Public Meeting Act Statement. Introductions took place.
- ❖ **Roll Call for Quorum.** Roll Call taken by V. Tahhan – Quorum Present
- ❖ **One Stop Procurement.** A. DeGiulio stated there was one bidder – the provider of One Stop services for quite some time. The committee that was established by the Board has concluded its work, and is prepared to recommend the current bidder as the future provider. M. Talamo chaired this committee.
- ❖ **Resolution 2017-01.** M. Talamo read the One-Stop Procurement Committee Report, attached to Resolution No. 2017-01, for the recommendation for the One-Stop Operator. Committee members included D. Ritson, G. Charne, M. Devaney, D. Hollenbeck, and M. Talamo. The Committee started work in October by collecting a binder of support materials that was shared with G. Reiner. The proposal was scored on February 15th, and BCTS was rated satisfactory with some questions. The Committee recommended award to Bergen County Technical Schools (BCTS). A MOU will be prepared to review roles and responsibilities. A. DeGiulio commended M. Talamo for her hard work on this project. M. Talamo introduced a motion to approve the recommendation, seconded by M. Bocchieri. A roll-call vote was held:

Res. No. 2017-01 Roll Call Vote:					
A	Lynn Bartlett	A	Walter Hecht	A	Dr. Anne Prisco (Michael Szarek)
A	Maxine Becker (Gilda Escobar)	A	Dave Hollenbeck	A	Damaris Ramirez
A	Steven Blumenthal	A	Jayne Jacobson	A	Dan Ritson
A	Mark Bocchieri	T	Greg Janz (Donna Todd)		Treva Spencer-Dupree
A	Robert Calocino		Lorraine Joewono	A	Michele Talamo
T	Gerard Carroll	A	Tedd Kochman	A	Freeholder Tracy Zur
A	George Charne		Shannon Lazare	A	C.E. James Tedesco(Marc Schrieks)
A	Joanne Cimiluca (Donna Spoto)	T	Dr. Howard Lerner (John Susino)	A	Jim Thebery
A	Dr. Allan DeGiulio (Figen Tabakci)	A	Jane Linter	T	Paul Thomasset
A	Etta Denk	A	Jackie Lue Raia		Vince Vicari
	Martin Devaney	A	Brian Maher	A	Kathy Walsh
A	Thomas Eastwick	A	Amanda Missey	A	Dr. Kay Walter (C. Gillespie)
A	Lori Margolin	A	Vincent Morelli		Lou Weiss
	Patti Goldfarb		Norah Peck (Sharon Rosario)	A	Patrick Welton
				A	Paula Wills

Legend: Aye (A), Nay (N), Abstain (T), Absent (Blank/None)

A. DeGiulio said he supports the committee's decision to name BCTS as Operator but is concerned about a couple of issues: allocation of time by the Director of the One-Stop and concern that the WDB staff remain supervised by BCTS, which represents a possible conflict of interest. He will appoint a sub-committee of the Executive Committee to explore these issues.

- ❖ **Resolution 2017-02.** On a motion made by E. Denk, seconded by M. Bocchieri, the following resolution was approved by following roll call vote:

Res. No. 2017-02 Roll Call Vote:					
A	Lynn Bartlett	A	Walter Hecht	A	Dr. Anne Prisco (Michael Szarek)
A	Maxine Becker (Gilda Escobar)	A	Dave Hollenbeck	A	Damaris Ramirez
A	Steven Blumenthal	A	Jayne Jacobson	A	Dan Ritson

A	Mark Bocchieri	A	Greg Janz (Donna Todd)		Treva Spencer-Dupree
A	Robert Calocino	A	Lorraine Joewono	A	Michele Talamo
A	Gerard Carroll	A	Tedd Kochman	A	Freeholder Tracy Zur
A	George Charne		Shannon Lazare	A	C.E. James Tedesco(Marc)
A	Joanne Cimiluca (Donna Spoto)	A	Dr. Howard Lerner (John Susino)	A	Jim Thebery
A	Dr. Allan DeGiulio (Figen Tabakci)	A	Jane Linter	A	Paul Thomasset
A	Etta Denk	A	Jackie Lue Raia		Vince Vicari
	Martin Devaney	A	Brian Maher	A	Kathy Walsh
A	Thomas Eastwick	A	Amanda Missey	A	Dr. Kay Walter (C. Gillespie)
A	Lori Margolin	A	Vincent Morelli		Lou Weiss
	Patti Goldfarb		Norah Peck (Sharon Rosario)	A	Patrick Welton
				A	Paula Wills

Legend: Aye (A), Nay (N), Abstain (T), Absent (Blank/None)

- ❖ **Resolution 2017-03.** On a motion made by M. Bocchieri, seconded by J. Thebery, the following resolution was approved by following roll call vote:

<b>Res. No. 2017-03 Roll Call Vote:</b>					
A	Lynn Bartlett	A	Walter Hecht	A	Dr. Anne Prisco (Michael Szarek)
A	Maxine Becker (Gilda Escobar)	A	Dave Hollenbeck	A	Damaris Ramirez
A	Steven Blumenthal	A	Jayne Jacobson	A	Dan Ritson
A	Mark Bocchieri	A	Greg Janz (Donna Todd)		Treva Spencer-Dupree
A	Robert Calocino	A	Lorraine Joewono	A	Michele Talamo
A	Gerard Carroll	A	Tedd Kochman	A	Freeholder Tracy Zur
A	George Charne		Shannon Lazare	A	C.E. James Tedesco(Marc)
A	Joanne Cimiluca (Donna Spoto)	A	Dr. Howard Lerner (John Susino)	A	Jim Thebery
A	Dr. Allan DeGiulio (Figen Tabakci)	A	Jane Linter	A	Paul Thomasset
A	Etta Denk	A	Jackie Lue Raia		Vince Vicari
	Martin Devaney	A	Brian Maher	A	Kathy Walsh
A	Thomas Eastwick	A	Amanda Missey	A	Dr. Kay Walter (C. Gillespie)
A	Lori Margolin	A	Vincent Morelli		Lou Weiss
	Patti Goldfarb		Norah Peck (Sharon Rosario)	A	Patrick Welton
				A	Paula Wills

Legend: Aye (A), Nay (N), Abstain (T), Absent (Blank/None)

- ❖ **Resolution 2017-04.** On a motion made by M. Bocchieri, seconded by D. Hollenbeck, the following resolution was approved by following roll call vote contingent upon that the WDB does not receive any public comment before the end of today:

<b>Res. No. 2017-04 Roll Call Vote:</b>					
A	Lynn Bartlett	A	Walter Hecht	A	Dr. Anne Prisco (Michael Szarek)
A	Maxine Becker (Gilda Escobar)	A	Dave Hollenbeck	A	Damaris Ramirez
A	Steven Blumenthal	A	Jayne Jacobson	A	Dan Ritson
A	Mark Bocchieri	A	Greg Janz (Donna Todd)		Treva Spencer-Dupree
A	Robert Calocino	A	Lorraine Joewono	A	Michele Talamo
A	Gerard Carroll	A	Tedd Kochman	A	Freeholder Tracy Zur
A	George Charne		Shannon Lazare	A	C.E. James Tedesco(Marc)
A	Joanne Cimiluca (Donna Spoto)	A	Dr. Howard Lerner (John Susino)	A	Jim Thebery
A	Dr. Allan DeGiulio (Figen Tabakci)	A	Jane Linter	A	Paul Thomasset
A	Etta Denk	A	Jackie Lue Raia		Vince Vicari
	Martin Devaney	A	Brian Maher	A	Kathy Walsh
A	Thomas Eastwick	A	Amanda Missey	A	Dr. Kay Walter (C. Gillespie)
A	Lori Margolin	A	Vincent Morelli		Lou Weiss
	Patti Goldfarb		Norah Peck (Sharon Rosario)	A	Patrick Welton
				A	Paula Wills

Legend: Aye (A), Nay (N), Abstain (T), Absent (Blank/None)

- ❖ Approval of Consent Agenda. On a motion made by M. Bocchieri, seconded by J. Linter, the following resolutions were approved:

No.	Res. No.	Subject	Amount/Summary
1.	2017-05	Approval of Minutes: October 11, 2016	Approve the minutes of the previous meeting as distributed.
2.	2017-06	Acceptance of WDB Reports	Accept quarterly reports of the Board (Committees, Councils, Officers, and Staff).
3.	2017-07	Acceptance of BCTS Reports & Resolutions	Acknowledge receipt of BCTS oversight resolutions.
4.	2017-08	Adoption of Revised Governance Documents	Adopt revised conflict of interest and code of conduct policies.
5.	2017-09	Adoption of Board Member Recruitment Policy	Adopt board member recruitment policy.

by following roll call vote:

Res. No. 2017-05 Roll Call Vote:					
A	Lynn Bartlett	A	Walter Hecht	A	Dr. Anne Prisco (Michael Szarek)
A	Maxine Becker (Gilda Escobar)	A	Dave Hollenbeck	A	Damaris Ramirez
A	Steven Blumenthal	A	Jayne Jacobson	A	Dan Ritson
A	Mark Bocchieri	A	Greg Janz (Donna Todd)		Treva Spencer-Dupree
A	Robert Calocino	A	Lorraine Joewono	A	Michele Talamo
A	Gerard Carroll	A	Tedd Kochman	A	Freeholder Tracy Zur
A	George Charne		Shannon Lazare	A	C.E. James Tedesco(Marc
A	Joanne Cimiluca (Donna Spoto)	A	Dr. Howard Lerner (John Susino)	A	Jim Thebery
A	Dr. Allan DeGiulio (Figen Tabakci)	A	Jane Linter	A	Paul Thomasset
A	Etta Denk	A	Jackie Lue Raia		Vince Vicari
	Martin Devaney	A	Brian Maher	A	Kathy Walsh
A	Thomas Eastwick	A	Amanda Missey	A	Dr. Kay Walter (C. Gillespie)
A	Lori Margolin	A	Vincent Morelli		Lou Weiss
	Patti Goldfarb		Norah Peck (Sharon Rosario)	A	Patrick Welton
				A	Paula Wills

Legend: Aye (A), Nay (N), Abstain (T), Absent (Blank/None)

- ❖ **Executive Director's Report.** T. Molinelli thanked the 43 Board Members. She has been reviewing the WDB's nine standing committees to determine what residents need, and an analysis of the seven major industries. The goal is to find training that is relevant to the local community. The WDB is focused on businesses, working in cooperation with Economic Development. The Annual Report is on the web. The Local and Regional Plans are completed. T. Molinelli reached out to Meadowlands Chamber. A survey was sent out to business members, asking them about their internships. The WDB selected three school districts with outstanding internship programs. Nora Peck will report on this in the near future. The WDB is working with Business Service Reps. Many board members expressed interest to learn more about the lives and works of Bergen County Residents. Brandon Schoonover, Labor Analyst for the NJ Department of Labor & Workforce Development will report.
- ❖ **Guest Presentations.** B. Schoonover. Department of Labor & Workforce Development provided a report on labor market information in Bergen County (see attached). Brandon Schoonover. T. Molinelli said the WDB is trying to take raw data and validate it through Economic Development and Business Service Reps. W. Hecht stated a chart on the types of skills needed, math vs verbal would be helpful. He also felt it would be helpful to compare this to the State. B. Schoonover will provide. M. Becker asked for data on people with disabilities and employment, and specific industries that may hire them. B. Schoonover will provide both. Thomasset asked about the people who are long term

unemployed. There is not current data on this. J. Fugazzie suggested two sites from the U.S. Department of Labor, links which will be provided: ONet and BLS Handbook provide information on skills needed for jobs.

- ❖ **Health Care Talent Network.** M. McKensie reported there are a few key things employers are looking for: consistency in training; development of more pathways (the TN is working with Jersey City Medical Center on Paramedics & EMT training), younger people don't have employability skills, living wage is very low for home health aides (the average salary is only \$10 an hour), substance abuse issues. Also there is no training in New Jersey for Perfusionists, a health care professional who is certified to use a heart-lung machine during cardiac surgery. The closest training is in Pennsylvania & Long Island.
- ❖ **Food Hub.** D. Spoto presented on a Food Hub initiative the County's Department of Economic Development is working on with neighboring Counties. Choose NJ is tasked with bringing businesses in the State, and Economic Development is interested in bringing them to our County. Bergen County employs the highest number of food manufacturers. Passaic County is getting a food incubator, working with Rutgers and Paterson Restoration. It will be one of the only USDA approved sites. NJIT is working with professors from Perdue University on "Strategic Doing," which divides people and tasks into chunks. There are a lot of small manufactures trying to get their product out. BC Economic Development is working on an APP to connect people. They are also working on a food show to highlight businesses in Bergen, Passaic & Hudson. BCC will expand its culinary program to the Hackensack campus. A competition is in the works. The aim is to have high schools that have culinary programs cultivate their interest and have a fall harvest culminating in a show. Future plans include opening a Food Hall, similar to Chelsea Market in New York, which is a fast growing initiative.
- ❖ **Business Services Report.** D. Escue and R. Curran highlighted activities at the Business Resource Center. They assist local businesses with hiring needs. This includes small businesses through cooperation with the Small Business Development Center, and large companies such as Wegmans. They provide Positive Recruitments, and offer grants that provides up to 50 percent reimbursement of a new employee's salary. B. Curran provided examples of recruitments recently offered. SoJo Spa in Edgewater hired over 200 people, and wrote 10 OJT contracts. Over the summer, Whole Foods set up a shop at the One-Stop to hire for its new Closter store. They interviewed over 700, and hired 150. Empire CLS hired many customer service individuals. Home Team, a new firm moving into Bergen & Passaic Counties, is recruiting for home health aides. They start their staff at \$13 an hour and give them an iPad and iPhone to recap patients' days. An airplane parts company hired for the second shift. Chipotle recently had a recruitment and offered 27 people employment. The company has a career ladder, and provides tuition and benefits.
- ❖ **One-Stop Director's Report.** G. Janz deferred to the Committees, which cover all activities at the One-Stop.
- ❖ **Finance Report.** G. Charne presented the Finance Report, attached hereto. All outcomes are in good shape.
- ❖ **Bergen Employment Netowrk (BEN).** T. Molinelli said the group of job developers showcases training and service providers. An updated report will be submitted at the next meeting.
- ❖ **Disabilities Committee.** K. Walsh presented a report on the committee, attached hereto. Activities include the In-School Youth program, the Disability Road Show Initiative, and Project SEARCH. DVR's Schedule A Hiring event will be in Bergen County this year.

- ❖ **Governance Committee.** D. Ritson presented a report on committee activities, attached hereto. Activities included review and development of a number of policies in cooperation with D. Todd and C. Polack, and review of In-School Youth RFP.
- ❖ **Literacy & Education Committee.** S. Sroka presented a report on committee activities, attached hereto. The goal is to develop a toolkit, and a single point of contact for anyone with literacy needs.
- ❖ **Marketing Committee.** A. Missey presented a report, attached hereto. Activities include website development, social media and outreach.
- ❖ **One-Stop Report.** S. Blumenthal deferred to report, attached hereto. Thanked job seeker subcommittee and business services subcommittees and stated there has been much progress since June. There are two doors: job seekers and businesses. The goal is to make a marriage of the two.
- ❖ **Youth.** A report is attached hereto. The WDB is actively looking for someone to take over. We are currently getting feedback from the high schools we work with.
- ❖ A. DeGiulio said there are open nominations for offices of Secretary and Treasurer, which will be voted on the next meeting. There will be no nominations from the floor. Packets have been sent out.
- ❖ **Old Business.** None.
- ❖ **New Business.** None
- ❖ A. DeGiulio thanked Dr. Walter for providing the room and parking.
- ❖ A motion to adjourn the meeting was made by W. Hecht and seconded by J. Thebery. Meeting was adjourned at 10:29 am.