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Executive Board Meeting 9am May 18, 2017 Pleasantville One Stop

Attendance:

Elizabeth Denham Stephanie Koch Dan Konczyk Rick Lovering
Rhonda Lowery Riaz Rajput Eric Reynolds

Minutes:

The meeting was called to order at 9:05am by Riaz R. A motion was made by Rick L. to approve the minutes from the previous meeting and was seconded by Elizabeth D. However Dan K. chose to abstain citing that he has a conflict regarding the By-Laws pertaining specifically to Labor Reps. Rhonda L. added that the concern is the “At Large Member” because it was removed from the By-Laws. Dan K. want Union Reps on the Full Board of which we are in compliance as we currently have two.

Financial Report

As of April 2017 the \$8.47 Million budget is at a 68% expenditure rate. WFNJ budget \$1762, 523 with expenses at \$841,788.55 which leaves a balance of \$920,734.45 that puts us at 48%. WIOA total expense is \$121,674.34 puts us at 31%, Training Unit enrolled 999 with 185 completing and 81 employed. OJT had 32 contracts with \$141,291.65 in obligations, \$21,011.40 reimbursed which leaves the YTD balance of \$120,280.25. AC NEG had a budget of \$4,974,750, expenses \$2,090,009 and a balance of \$2,447,340. Eric R. clarified that there are 49 employed with more than 100 enrolled. These numbers however is reflective of OJT’s month ending April. This report also reflects three major areas with \$1.4 million in training contracts. Rhonda L. added that the information is retrieved from the OSOS system. The fact that the monitoring unit had not completed their data input clearly shows that the calculated numbers are not reflected in this report. Due to this error a meeting was had with the dept. heads resulting in a corrective plan of action being put in place to get the necessary information from the OSOS system rather than invoices received. It is the responsibility of the One Stop Coordinator to ensure that the numbers are correctly submitted. The June report will reflect the corrections made. Dan K. pointed out the difficulty in justifying a \$170,000 in expenses with an LOS of 17; John F. explained that there are some contracts that are hybrid however if the vendors do not submit invoices it will continue to look this way. We do ask all vendors to submit invoices in a timely manner to avoid this type of report but keep in mind that new contracts will begin July 1, 2017. As per Riaz R. once we receive the June report it will afford the Board to better decide on contracts. A motion was made by Eric R. to approve the financial report while Rick L. second.

Board Chair Riaz R. Report- An explanation is needed regarding the mailing cost. John F. clarified that there is a new system (SAP) and the information may not have been entered however the bulk of the contracts come from Buffalo Farms and they have had an unfortunate circumstance and has since relocated.

Executive Director Rhonda L. Report- the following new slate of officers will be sworn in for a two year term during our Full Board Meeting June 15, 2017 located at Harbor Pines:
Riaz Rajput, Chair Jim Drew, Vice Chair Stephanie Koch, Secretary Theresa Lutz, Treasurer.

Additionally re-appoints and new board members will be sworn in as well. Renewal Contracts were submitted and scored:

WFNJ-America Works/Stockton renewed,

ISY - Mainland/Atl. Co. Special Services

OSY - Ideal/America Works renewed

Job Development-AC Chamber/Stockton renewed

Ideal is currently suspended for the ETPL with the hope that they will be restored soon. We are currently looking for additional Out of School Youth vendors. This contract will increase by 20%. All contracts and bids are at different levels. Summer employment will be conducted differently than in the past. Employers have been identified and will hire the youth and we will give them 50% reimbursement. The One Stop will be recruiting and TABE testing will be completed during the same time. It is the goal to recruit 100 youth from Atlantic County of which each vendor will get 50 youth each to offer specialized training. The Chamber has sent notifications to employers as well however the Board is asked to send this information to their colleagues and contacts, this is efforts to fulfill our goal. One Stop Operator- the Operator bid is due back on May 12, 2017 to be reviewed and scored. Submission must score 128 points to be considered and or approved. A motion to approve all contract will be done during the Full Board meeting.

Old Business

The Local and Regional Plans were submitted with all required corrections made therefor we are anticipating an approval.

New Business

One Stop Partner MOU's were received for July 2016-June 2020. The Disabilities Committee Chair Elizabeth D. is requesting permission to display success stories, upcoming events, and customer resources for persons with disabilities on the WDB website. A Policy will be put in place for all website submissions.

Adjourned 10:14am

