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Workforce Development Full Board Meeting 9am March 16, 2017 America Works

Attendance:

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|---------------------|----------------|------------------|----------------|------------------|
| Alan Beatty (proxy) | Dan Brown | Pat Constantino | Jim Drew | Mark Ford |
| Elizabeth Denham | Fran Kuhn | Rick Lovering | Paul McClellan | Michelle Morales |
| Riaz Rajput | Clifford Scott | Candace Titanski | Kim Ward | Dr. Barbara Gaba |
| Stephanie Koch | | | | |

Staff: Rhonda Lowery John Fata Alicia Oatman

Guest: Heather Perez Andrea Levandowski Sandy Davies Kim Webster

Minutes:

The meeting was called to order at 9:12am by Riaz Rajput. Mark Ford made a motion to approve the minutes from our December meeting and Jim Drew seconded.

Presentations:

A presentation was given by meeting host Raza Gilani of America Works. During the presentation statistically America Works has place over 1 million customers is jobs of which 33% are in a professional career path. Ticket to Work is another featured federally funded program that America Works has in 20 areas throughout the country. America Works goal is to train customers to become enthused about employment despite the position. Mr. Kuhn added that America Works is serving the WFNJ customers greatly by building their skills to become gainfully employed. Atlantic County Library representative Andrea Levandowski along with Sandy Davies and Heather Perez informed the board of the services and programs offered to the public. The library is currently offering the following: Walk-in Job Skills Lab, Computer Training, ESL Training Classes, as well as Writing Classes etc. There are various times of each training therefore anyone interested can contact the library. Career Connection has awarded the library with a Grant to assist in community services.

Financial Report:

Mr. John Fata stated that we are budgeted at \$2.3 million which puts us at 20%. The average invoice is up to January 2017 of which our executed contracts is 9 out of that 6 are active. Currently NEG is extended to June 30, 2017 @\$4.9million. The financial report submitted by Mr. John Fata is reflective ending January 31st 2017. The revenue analysis is as follows: PY 16 Total Revenue is \$9,090,742, PY 16 Local Area Budget is \$8,550,026 and the Unallocated Revenue is \$540,716 which puts us at 46% spending. The target is 58% and we are starting to expend a little more. Monitoring has pointed out that there are a few outstanding invoices; on the average invoices are submitted in the month of November and December as this information is driven by the data entered. Mr. Reynolds stated that the enrolled column on the report is inaccurate. It was explained by Ms. Lowery that the cause of the delay is that invoice

information is not being disseminated to the appropriate staff in a timely manner however a corrective plan of action has been put into place and will be reflective in the reports to come. PY16 enrollment is 259, 91 complete, 18 employed of that 14 training is related. PY 15 shows 664 enrolled, 488 completed, 310 employed of that 134 is training related. Ms. Titanski motioned to approve the financial report and Mr. McClellan seconded.

Chair's Report: According to Mr. Rajput the WDB By-Laws were updated however Mr. Konczyk appealed citing that the local unions were not well represented on the Board. As it has been previously explained Ms. Lowery further added that Mr. Konczyk' concern is that the "At Large Member" was removed from the By-Laws. He suggested that Local Union Reps be members of the Full Board however we currently have two. The Workforce Development Board must have 51% Business Sector as this does not include Cape May this puts the Board in compliance with our By-Laws. Mr. McClellan made a motion to approve the By-Laws and Mr. Lovering seconded.

Ms. Lowery's report: The current contract with ACCC is regarding the National Emergency Grant (NEG) has sub-contracted with other vendors to complete customer service. We refer to the NEG program as "Work AC". Currently there is a staff member stationed at the Atlantic City Campus of Atlantic Cape Community College. For customer convenience the website can be viewed via ACCC at: www.atlantic.edu. We are elated to welcome to the Board the new President of the college in the person of Dr. Barbara Gaba as we look forward to all future endeavors. By way of updates we have purchased the lot adjacent to our facility this is sure to ease the parking dilemma. As you were aware the State required that we bid out the One Stop Operator position and we commend the Oversight committee for assisting in completing the first portion of this process. We are hopeful that the bid will be out by April 1st 2017. We will seeking 5 private sector members to score the proposals that are submitted. The proposals should be completely scored by the end of the month of May and the awardee will be notified.

Old Business: None New Business: None

Committee Updates:

Elizabeth Denham chair of the Disabilities Committee is seeking permission to submit flyers, upcoming events, etc. to post on the WDB website as well as Facebook and Twitter. Permission was granted by Ms. Lowery stating that all submissions is to be sent to Ms. Oatman via email.

Rick Lovering chair of the Membership Committee submitted that the committee is seeking members for the committee. The election process is underway therefor nominations forms will be distributed in April via individual email as to keep it confidential. New Board member orientation will take place to acclimate our newest members of Board.

Alan Beatty chair of the Health Care Committee states that we are looking into specialty nurses program and funding for it. Rhonda Lowery added that there may be funding available.

Joe Kelly of the business committee

Rhonda Lowery informed the Board that Mr. Reynolds stepped down as chair of the Oversight Committee until the One Stop Operator Bid is complete. The concern of the committee at present is that there is not enough referrals per Mr. Reynolds. Ms. Lowery will meet with the staff to rectify this issue. *The Youth Committee chair* is not present therefor to best of knowledge the

committee is endeavoring to partner with Supermarkets regarding an apprenticeship program. This endeavor will focus on the needs of the employers. Shoprite Supermarkets are seeking to hire part-time for the following: Stock, Forklift, Bailer, etc. to work the 11pm-7am shift. Entry level skills are required however Shoprite has offered Customer Service training to new hires. Presently Shoprite is asking for 50 youth to start. Should any upon hire become a full time staff member benefits will be offered. The main goal is to get youth to become gainfully employed as the supermarket industry is career orientated. Youth Corp has 23 enrolled and is excited to announce the graduation to be held on June 29th 2017 located at Bally's. One of Youth Corp participants is handicapped however this was no barrier to her education as she is one of the successful recipients of her diploma and has plans to attend college in the fall. The Business Committee is focusing on WorkAC. A meeting with the Casino Control Commission was held and it was determined that there are more than 500 vacant jobs within the casino industry. The AC Chamber hosted a meet and greet with casino employers to devise a plan of action to fill the vacant positions throughout the casino's. From this meeting it was discovered that there are many individuals that have the skills to fill open positions however they are not being hired. We are seeking to assist with that by offering training. Harriett Sackson owner of B&B Painting and Trade has inquired with Mr. Scott of the AC Housing Authority and Ms. Lowery in efforts to become a partner with the WDB to train consumers as well.

Mr. Rajput has asked that all members of the WDB join one of the committees and participate in the endeavors.

Meeting adjourned 10:36am Next meeting is scheduled for June 15th 2017 located at Harbor Pines Golf Club

