

Burlington County Workforce Development Board (WDB) Minutes

Friday, June 9, 2023

Meeting via Zoom

Attendees

Rob Wells – Burlco Bridge Commission (VM)
Jon Sharp – Hardenbergh Insurance Group (VM)
Caren Freyer – PSE&G (VM)
Kristi Howell – Burlington County Regional Chamber of Commerce (VM)
Dr. Michael Cioce – Rowan College at Burlington County – RCBC (VM)
Anthony Phillips – RCBC (VM)
Byron Blum – Sheet Metal Workers - Local 19 (VM)

Randy Brolo – Labors Local 172 (VM)
Jennifer Veneziani – Division Vocational Rehab Svcs. (VM)
Lindsey Aquino – Division Vocational Rehab Svcs. (NVM)
Sonya Lyons – NJDOL Employment Services (VM)
Martin Nock – One-Stop Manager (NVM)
Jesus Arestirado – One-Stop Operator (VM)
Shirla Simpson – Human Services (VM)
Barbara Weir – WDB (NVM)

VM= Voting Member

NVM= Non-voting Member

I. Call to Order – Rob Wells

The Board Chair called the WDB meeting to order at 8:04AM.

II. Sunshine Law – Barbara Weir

This virtual meeting is being held in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 – 10:4-21.

A public notice announcing this meeting has been posted on the Burlington County website and in the Burlington County Clerk’s office.

III. Approval of March Minutes

Motion to Approve 1st Caren Fryer / 2nd Randy Brolo

Minutes are posted on the WDB website <http://co.burlington.nj.us/337/WDB-Publications>

IV. Introduction of New Members and Guest – Rob Wells

WELCOME

- Joe Tredinnick, Executive VP and Chief Lending Officer of Cornerstone Bank
- Mariya Burnell, Regional Community Development Manager Metro PA/NJ for TD Bank
- Ursula Unger, Membership Director of the Greater Philadelphia YMCA

Each member provided the committee with a brief introduction and shared their excitement to be a part of the Board.

V. NJ Local Governance Update – Barbara Weir

- Procurement
 - **One-Stop Provider** award to be advertised 6/28/2023
 - **WIOA Title I Youth Adult Services** award to be advertised 7/5/2023
 - These services to be implemented **July 1, 2023**

- Career Services needed to be re-bid. While the submission answered the questions, the provider didn't fully understand the services to be provided. There was a need to further explain and reissue the RFP.
- Career Services submissions are due next Tuesday, June 13th at 10AM
 - Services to be implemented **Sept 1, 2023**
- **ALL proposal submissions are online via <https://burlcobids.ionwave.net/>**
Hand delivered proposals will not be accepted.
- Regional/Local Plan
 - The Plan is live on the WDB website <http://co.burlington.nj.us/337/WDB-Publications> with a hardcopy in the office. The 30-day comment period ends on Wednesday, June 14th at 4PM.
 - The Regional Plan was submitted to the State Employment and Training Commission (SETC) in late April/early May. Barbara will work to have the Regional Plan added to the publications portion of the website.
- One-Stop Partner Memorandum of Understanding (MOU)
 - The State sent out a new template to be completed and in place by Dec. 31, 2023 (effective Jan 2024); therefore, we will extend our current MOU through December 31, 2023, as it expired Dec 2022.
 - This meeting serves as a verbal commitment, recorded in the minutes, and is acceptable to the document extension.
 - Our One-Stop Committee will be charged with engaging all required partners to carry out mandated discussions.
- PY22 WIOA Title I Preliminary Monitoring
 - The State WIOA Program Oversight & Development Team conducted their assessment of "all things necessary" to be in compliance with the new Governance Policies.
 - Minor issues with not having minutes and documents posted for transparency.
- FY23 Fiscal Audit
 - Received preliminary findings, only 3 – the least amount ever received.
 - Kelly prepared responses and submitted them to the State on 6/7/2023.

VI. Committee Chair Reports – all minutes can be found here <http://co.burlington.nj.us/337/WDB-Publications>

Business Engagement Committee – Barbara

- The Business Engagement Committee developed a Survey to use for an Outreach Campaign to connect with employers and promote the WDB and its Committees.
- Barbara noted this Campaign will commence once our Constant Contact Agreement is reinstated.
- Thank you again to Kristi for her assistance and support.
- **Next meeting will be next Thursday, June 22nd via Zoom.**

Literacy Committee – Barbara

- Reported the Literacy Committee has met twice, March 2nd and May 4th
- Discussed the transition from HiSET to GED; which will officially change July 1st, 2023.
- RCBC was proactive and began the transition to GED with new students.
- **Next meeting will be May 4th at Goodwill Industries of Southern NJ at the Maple Shade location at 9 AM.**

Abilities Committee – Barbara

- Happy to announce Jennifer Veneziani as the Chairperson
- The Committee will meet quarterly with the **next meeting slated for next Wednesday, June 14th at 9:30AM via Zoom.**
- Goals and Objectives include discussion on accessibility, employment, and events such as NDEAM to honor and celebrate the contributions of both workers with disabilities and the employers who are inclusive in hiring.

Youth Council – Caren Freyer

- The Youth Council hosted a Youth Career Fair on Thursday, May 25 from 4:30 PM to 7 PM at the Human Services Facility, 795 Woodlane Road, Westampton.
- The Career Fair was open to all youth 16+ (High School Juniors & Seniors and out of school youth)
- 40 employers and over 130 youth participated in this most effective and robust Career Fair since the Pandemic.
- **Next Meeting will be Friday, Sept 15th at 10 AM via Zoom.**

One-Stop Committee – Jesus Arestirado

- The meeting was held on Tuesday, May 23rd with One-Stop Partners.
- For the period of 7/1/2022 through 4/30/2023; the American Job Center provided services to **10,306** customers; **624** requested training services (CDL is the most requested).
- **918** have registered for Metrix Learning <https://burlington.metrixlearning.com/> with customers completing over **1,218** courses.
- Jesus mentioned receiving Narcan Training; provided contact information if anyone is interested. ***email Barbara if you are**
- Updated on all Service Delivery Partners:
 - Adult Basic Ed: 63 individuals obtained the High School Equivalent (HSE); the goal is to reach 70 by May 31, 2023 (normally reach 100 for FY). Graduation Ceremony for HSE graduates is scheduled for June 15th, 2023, at 6:00 PM (RCBC, Votta Hall)
 - Employment Services: GA-28 Day Program is still going on (waiting to see if it changes on July 1st, 2023)
 - WIOA Training Services: CDL A is the #1 Training requested. Have seen an increase in young adults seeking training.
 - Division of Vocational Rehabilitation Services: DVRS continues with supportive services and job coaching assistance. Is seeing an uptick of vendors, had a meeting last week with one of the providers and are hoping to meet with another one (Allies).
 - The Youth Program (ASPIRE) is currently serving about 65 youth (30 actively pursuing their goal and 6 on follow up needing additional supportive services). Uptick in new enrollments (seniors and juniors), realizing they are credit deficient and are looking for alternatives to obtaining their high school diploma. We are assisting them in connecting with ABE programs while working toward employment. 6 young people completed Build Ed Entrepreneur training class and obtained a certified credential from that program
 - WorkFirst NJ (WFNJ) (Vendors: America Works and The Father Center): Are active in hosting various events; i.e., Forklift Training, Virtual Job and Resource Fairs, etc. Many creative incentives to keep the attention of individuals who are not mandated to participate. It has been a struggle.

Additionally, seeing individuals pass up on employment opportunities with high wages. The WFNJ Participation Rate is 5.6% which is average across the State.

- The Board of Social Services: Actively engaged in client outreach. There are a fair number of customers from both The Father Center and America Works who are not participating in their scheduled activities (specifically, CWEP). The Board is reaching out to the DFD representative to find out when there will be a resumption of the TANF sanction process; currently only able to sanction GA clients. **However, customers who fail to accept employment without a good cause can be closed-out for that reason.**
- The Burlington County Library has a plethora of resources to assist job seekers, Mobile Lab, Laptop Lending Program, and Community Resource Navigator Program.
- **Next One-Stop Committee meeting will be Tuesday, August 22nd at 9:30 AM via Zoom.**

****ANYONE who has an interest in attending these Committees and wishes to be included in discussions, please reach out to Barbara to make sure you are added to the group.**

VII. **General Discussion/Questions/Announcements** – General Membership

- Rob reported on the success of the two-day PA Bootcamp held in April at RVNTV, Mt. Laurel. Many young adults and middle-aged individuals participated in this first of its kind event. NJ is currently the BEST State to film a movie; tax credits are the carrot.
- Randy Brolo expressed interest in the next opportunity.

VIII. **Motion to Adjourn**

Motion: 1st Jon Sharp / 2nd Bryon Blum – Meeting Adjourned 8:40 AM

Next WDB Meeting will be Sept 8, 2023, at 8:00 AM via Zoom.