



**Beverly Mills**  
*Director*



**BRIAN M. HUGHES**  
*County Executive*



**Virgen Velez**  
*Director*

**Elizabeth Maher Muoio**  
*Director*  
Economic Development  
& Sustainability

## **WDB Meeting Minutes ♦ January 26, 2016**

**WDB Member Attendance:** Mary Gay Abbott-Young (Rescue Mission of Trenton), Marygrace Billek (MC Human Services), Barbara Buckley (MCBOSS), J. Scott Clemmensen (Capital Health Systems), John Hagemann, (Express Employment Professionals), Kendra Lee (One Stop), Michelle Recla-Liebttag, (CWA Local 1036), (Beverly Mills (WIB), Sally Nadler (PSE&G), Scott Needham (Princeton Air), James Purcell [Chair], John Raines (One Stop), Keith Secrest (Kinectics Industries), William Tootell (NJ Manufacturers), Virgen Velez (One Stop), Anthony Verrelli (NE Regional Council of Carpenters, Charles “Chuddy” Whalen III (United Assoc. of Plumbers & Pipefitters Local 9), Connie Mercer (Home Front), Paul Perkins (Hilton Express), Kim Schneider (MCTS), Diana McNeil-Brown (ETS),

**Guests:** Vin Samuel (NJ LWD), Peg Gould (MCCC-JKC), Amanda Whelan (Healthcare Talent Network), Travis Rodgers (LWD), Iliana Ivanov (LWD), Marcie Tandy (MCTS),

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### *Welcome*

- Meeting opened by Jim Purcell, WIB Chair
- Round-table introductions were made

### Review and Approval of October 27, 2015 Minutes

- Correct attendance to reflect Diana McNeil, Marcie Tandy, Connie Mercer and Michelle Recla-Liebttag all were in attendance and were omitted
- 1st motion by Diana McNeil-Brown; 2nd motion by Sally Nadler – Committee voted to approve 10/17/15 minutes with above corrections

### Approval of One Stop Policy for Securing Participant Files

- Jim provided background regarding a citation received by the One Stop from the USDOL audit (cited for a few files not being in a secure location). The SETC required a written policy (approved by WDB) on steps that will be taken going forward. Virgen read portions of the policy which is still in draft form, and informed that procedures were still being worked out. WDB questions posed were explained to the satisfaction of the Board.
- Vote to approve the One Stop Policy as an administrative function; 1<sup>st</sup> motion by Kim Schneider, 2<sup>nd</sup> by Michelle Recla-Liebttag – Committee voted to approve the One Stop Policy/Procedure

## *Committee Reports*

### Healthcare Committee:

- Amanda Whelan, representing the Healthcare Talent Network, discussed the reformed employer driven vision under the Healthcare Talent Network. She updated on the three Healthcare Coalitions currently in place covering the North, Central and Southern regions. The overall mission is to create a high quality Coalition for current and future healthcare needs focusing on three deliverables: career ladders, legislation advocacy and increased opportunities and capacity building. The Coalitions will also discuss their future goals so they can better define what industry credentials will bear.
- Scott Clemmensen added by reiterating that the Healthcare Committee is always looking for new opportunities since Healthcare continues to be the largest growth sector. Managed care has continued to generate more opportunity as well as the resurgence of the need for RN's. Outside of clinical there is great need in IT regarding patient information.

Connie Mercer discussed the population she works with, many who are CNA's. She talked about the problems they face when their employment is discontinued due to various circumstances (i.e., death of a patient in private care) and how long it takes for many to get work again. Because of this she is not comfortable directing people into this profession.

Scott answered that Long Term Care and Assisted Living Facilities generally have jobs with more longevity -- Home Healthcare, Rehab Facilities and Orthopedics also present entry level opportunities to consider.

Mary Grace Billek added that CNA is an easy educational tract for someone with a GED and that private care many times pays better. This is one reason many go into the profession.

Travis Rodgers mentioned there is a structured career pathway for entry level positions in healthcare that can lead to advancement in two years; it can be done.

### Youth Investment Council:

- Kendra Lee updated on the Youth Investment Council. The YIC is scheduled to meet on Friday, January 29, 2016. The One Stop is currently working on the Youth RFP which will focus on drop-outs and people without a high school diploma. The concentration will be for vendors who can provide an HSE. The Youth Career Connection will be increasing marketing and also looking for more sites to host interns.
- Sally Nadler talked about meter reading positions at PSEB and offered to partner

### Advanced Manufacturing:

- Scott Needham talked about the need to refocus the committee and the difficulty the committee had in trying to engage employers for a needs assessment meeting.
- "Chuddy" mentioned the plumbers and pipefitters union was currently in the recruitment process but certain criteria must be met. Information will go out to local schools.
- Kim mentioned how the educational component can be a struggle for many, particularly the math requirement.
- Jim discussed pulling the committee back (and would like Keith to be involved).

### Oversight Committee:

- Keith Secrest reported that the One Stop operation is running parallel to years prior and is on budget. Kendra already updated on the youth portion. Keith referred to the One Stop report that was in the packet.

### One Stop Services Report for PY 15 (July 1, 2015 – June 30, 2016):

Virgen's report focused on the 2<sup>nd</sup> quarter of PY 15 which spans July 1, 2015 through December 31, 2015). She directed the WDB to the One stop report in the packet which included information on customer flow, labor exchange services, common measures, occupational training service updates, business services recruitments/hires, youth and WorkFirst services.

Virgen updated on the Able Bodied Adults with Dependents (ABAD) population who will no longer have their waiver that excludes them from a work activity. According to the Feds, all ABADs must be in an activity for 20 hours per week. This is a problem since there are barely enough sites to go around. Currently there are roughly 600 people the One Stop must reach out to refer into an activity or they will lose their food stamps. Mary Gay Abbott-Young requested a letter to be sent to the Governor's office regarding this issue because this problem is too serious to ignore as a Board. Connie Mercer agreed stating the safety net is being shredded in New Jersey and this group should be in a position to say it's not okay. Jim said he will bring this up at the next WDB Chairs meeting since this should come from all WDBs.

Virgen also reported there has been a marked increase in Unemployment Insurance traffic and the State plans to remove all UI agents in certain One Stops. This will affect many people who don't have access to computers. WDB expressed their concern about this and asked what can be done. Though the State makes these decisions and it's probably a done deal, the only recourse is to draft a letter requesting UI agents not be removed from the Mercer One Stop.

### Einstein's Alley

- Katherine Kirsh made a presentation on behalf of Einstein's Alley which is a private non-profit organization in central New Jersey. In the next 10 years Einstein's Alley will be recognized as a key hub in New Jersey and the United States (much like Silicon Valley).
- Because New Jersey has incredible assets and stakeholder, Einstein's Alley will be the destination for technology companies. She also elaborated on why Einstein's Alley is so unique.
- The overall theme is communication, coordination and collaboration

*Motion to adjourn:* 1<sup>st</sup> by John Raines, 2<sup>nd</sup> Mary Gay Abbott-Young

**NEXT MEETING: April 26, 2016 – MCCC Conference Center, West Windsor Campus**