



2 South Main Street 2nd Floor Pleasantville, NJ 08232
 Telephone: 609.485.0153 Fax: 609.485.0067

Atlantic County Workforce Development Executive Committee Meeting

Minutes May 19,2022

Attendance :

Pat Constantino, MaryAnn McGhee, Carol Spina, Max Slusher, Alan Beatty, Fran Kuhn, Sherrise Moten, Tim Kreischer, Riaz Rajput, John Fata, Greg Freelon

Absent :

Mark Ford

The Meeting came to order at 9:05 am by the Chair Mr. Rajput.

The minutes were discussed and motioned by Pat. C second Alan B. with correction. Tim K. abstained.

Mr. Fata provided the financial report with the schedule of budget/expenditure as follows:

ATLANTIC COUNTY WORKFORCE DEVELOPMENT BOARD			
SCHEDULE OF WDB FINANCIAL TEMPLATE			
PROGRAM YEAR 2021 - (JULY 1, 2021 - JUNE 30, 2022)			
ATLANTIC WDB BUDGET SUMMARY			
	<i>Grant Period: 7/01/21 - 6/30/22</i>		
	<i>Report Period: 7/01/21 - 4/30/22</i>		
	<i>LOCAL AREA Bud/Exps</i>		
BUDGET	EXPENSES	BALANCE	YTD %
8,235,116	4,314,904	3,920,212	52%
	<i>WDB Bud/Exps</i>		
BUDGET	EXPENSES	BALANCE	YTD %
444,940	217,300	227,640	49%
	<i>OSO Bud/Exps</i>		
BUDGET	EXPENSES	BALANCE	YTD %
7,790,176	4,097,604	3,692,572	53%



ATLANTIC COUNTY
WDB
 WORKFORCE DEVELOPMENT BOARD



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ATLANTIC WDB REVENUE SUMMARY			
<i>Grant Period: 7/01/21 - 6/30/22</i>			
WIOA			
WIOA - Adult		1,365,915	
WIOA - Youth		1,468,016	
WIOA - Dislocated Worker		814,785	
WIOA - Prior Year Carry-In		2,065,915	
<i>WIOA Sub-total</i>			5,714,631
WFNJ			
WFNJ - TANF		2,547,458	
WFNJ - GA/SNAP		1,194,061	
<i>WFNJ Sub-total</i>			3,741,519
WLL			
WLL - Direct Allocation		52,000	
<i>WLL Sub-total</i>			52,000
NJYC			
NJYC - State Appropriation		141,858	
NJYC - TANF		0	
NJYC - WIOA Discretionary		170,142	
<i>NJYC Sub-total</i>			312,000
Other			
Urban Gateway Program		32,000	
Summer Youth Program (SYEP)		184,800	
WIOA OJT-Dislocated Worker		210,000	
<i>Other Sub-total</i>			426,800
<i>WDB Revenue Total</i>			10,246,950
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Motion to approve financial report moved by A. Beatty and seconded by Pat C. The report was unanimously accepted.

The Chairman thanked the Board members for the review of the By-Laws. Mr. Rajput spoke of the importance of following the federal and state mandates.

Mr. Kuhn's report began with the change in the By-laws and the WDB governance system and the operational functions. He will forward the policy packet from the state to the membership. The role of the County Executive was explained and eligibility of members. He proposed to table the issue surrounding officers, title, and the election of officers based on the planned changes in the by-laws. He also explained the required composition of the board as it relates to occupational representation. Mr. Kuhn wants to read the government document to report back to the committee. He wants to have a meeting outside of the board to discuss with other associates and colleagues to determine if there are any practices that limit board size. Also, who has the power to change the board's size/complement.

The Chair requested a motion to table the planned process for electing new officers until the amended By-laws have been approved. In essence, to have the current slate of officers remain in office until next spring of 2023. Motioned by A. Beatty second Pat. C. The executive committee approved the motion following a short discussion.

Mr. Kuhn reported In School Youth RFP response. The only RFP received was the Atlantic County Special Services School District. Mr. Kuhn wants to relaunch the bid process for the In School Youth RFP. Mr. Freelon agreed that it would be a smart move to allow the Boys and Girls Club to re-submit. Mr. Beatty questioned the process and how it could be viewed by the public. Mr. Kuhn's response stated that the re-release of the RFP would be competitive and any agency would have the opportunity to submit a proposal. It has always been the intent of the WDB to have two contracted programs.

The Chair requested a motion to relaunch RFP for In School Youth Program, Motioned by Alan B, second by MaryAnn M, unanimous vote from Board.

Mr. Kuhn discussed that the Executive Board should be involved in the procurement monitoring process. He will forward all information to the Board for review. He reported the final report went to the County Executive stating that we are complying with the monitoring requirements.

Mr. Kuhn mentioned the MOU preparation with the Family Success Centers and Atlantic Care. This will allow the team to work in the community.

Mr. Kuhn discussed our progress with OJT and work-based learning. The agency has now used over \$200,000 with 42 OJT contracts to assist employers and job candidates. The State wants to provide training to staff to improve on connecting the employer and community. The Atlantic County Workforce Development Board is now certified through the end of PY 2023. He discussed the pre apprenticeship



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program and the new relationship with the EHT School district. He reported that Atlantic County has recently lost its state OJT writer and the position will not be replaced. A request to Trenton was submitted. Mr. Kuhn wants to take over that duty in house, using our allocated WFNJ funds. We are still awaiting a response from Trenton.

Mr. Kuhn explained that in July WDB should begin working on its federally-required local plan, which will cover the next two (2) years.

Finally, the agency has obtained a four-month extension on its WFNJ funds, in order to allow more time to expend them. This will allow for a separate component for TANF-eligible summer youth ages 16-24, to participate in summer work experience. The opportunity will allow for each youth to earn \$15 per hour for 30 hours per week during a 12-week timeline.

Healthcare Committee: Mr. Beatty included pertinent information about Rowan creating new programs. He concluded that we do not have enough people to fill the nursing, medical assistance and support staff vacancy issues. Mr. Kuhn stated that the committee is looking at several different avenues to assist in addressing this problem.

Membership : See Mr. Kuhn comments.

One Stop Oversight: Mr. Kuhn spoke of reconfiguration of the entire committee. Mr. DelRosso is reviewing.

Business Development: Mr. Slusher reflected on the increased gas process, housing and job shortage, and visa program. Overall he believes its going to be a good summer.

Literacy Committee: Ms. Constantino shared an update with a new member from the AC Library. She also gave the learning link update., including 107 High School Equivalency test, indicating that the Hi-Set results were better. Finally, she shared that the Title I funding received. Mr. Kuhn shared information about digital literacy program improvements are still being figured out.

Disability Committee: Mr. Kreischer is the newest Chair and will report back. Mr. Kuhn shared information about the difficulties associated with people with disabilities who want to work, but risk losing benefits. They will be working together to get information to members.

Old Business: None

New Business:

Request for motion to adjourn from Chair: Motion from M. McGhee second A. Beatty. **Next meeting is scheduled for August 17, 2022 at 9:00 am.**

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