

## EXECUTIVE & ONE STOP OPERATIONS

July 26, 2023

### Zoom Participants

Les Vail, WDB Chair

Lisa Cerny, GC Human & Special Services

Kim Gober, GC Housing Authority

Michelle Shirey, AVP Workforce Innovation/RCSJ

Allison Spinelli, WDB Staff

Michael Girone, Vice Chair

Robert DeMarco, NJLWD

Stephen Hart, DWD

Eileen Gallo, WDB Staff

Bridget DiGiambattista, WDB Staff

Les opened the meeting at 2:30 pm.

A motion to approve April 19 meeting minutes was made by M. Girone, seconded by S. Hart.

Michelle stated we are in a training period with SETC and NJDOL on procurement for One-Stop Operator, we are extending the One-Stop Operators contract to December 31, 2023, at no cost so we can put a new contract in order.

An ad-hoc procurement committee was formed, members include: L. Vail, M. Girone, A. Spinelli, M. Shirey, C Velazquez, & D. Ciociola.

A motion to accept the appointment of the Ad-hoc procurement committee was made by S. Hart, seconded by M. Girone.

A motion to approve the extension of the One-Stop Operator contract to December 31, 2023, at no cost was made by M. Girone, seconded by S. Hart.

Budget Update – Michelle provided an overview of the budget which will be presented at the Full WDB Membership conference on August 2, 2023. We received a slight decrease in funds for a total budget of \$3,232,326.00. Michelle stated the exit conference was outstanding.

### Announcements

Les presented the Marketing Plan and thanked everyone for their help in creating the plan. At the last meeting, they reviewed the goals/objectives set and put together timelines and responsible parties. The timeline starts in September 2023– March 24, 2024. The Marketing & Business Outreach Committee will be renamed as Community Outreach & Engagement. A motion to approve the change Marketing & Business Outreach Committee to Community Outreach & Engagement Committee was made by M. Girone, and seconded by K. Gober.

A motion to approve the marketing plan to include a committee name change was made by K. Gober, seconded by S. Hart.

S. Hart reported the AJC has had a steady flow of walk-in customers most interested in the CNA program and CDL. Continue doing outreach with probation and drug court. Mike asked with a lot of covid programs coming to an end, is there anticipation of these programs ending may be why AJC has had so many walk-ins. Stephen stated it could be a reason, student loan payments resuming and individuals may need 2<sup>nd</sup> job, and the State has stopped the GA 28-Day program as some of the reasons.

A motion for adjournment was made by M. Girone, seconded by T. Bianco.

The next meeting will be held on October 18, 2023.

Respectfully submitted,

Bridget A. DiGiambattista, WDB Staff