



# LOCAL AREA PLAN 2016 TO 2020

Workforce Innovation and Opportunity Act

*Hunterdon and Somerset  
Counties, New Jersey*

December 15, 2016

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### Attachments

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3. Hunterdon County, NJ In-Demand Occupations Analysis
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## I. Description of Strategic Planning Elements

- a. An analysis of the local and regional economic conditions including existing and emerging in-demand industry sectors and occupations; and the employment needs of employers in those industry sectors and occupations. The New Jersey Department of Labor and Workforce Development (LWD) is committed to supporting local areas in preparation of this analysis. This analysis may be drawn from existing data, including Regional Plans. In particular, New Jersey asks that your Local Plan include this reference in order to comply with USDOL requirements: "Please refer to Section II. Regional Data Analysis of the [North/Central/South] Regional Plan submitted to the State on October 3, 2016 for an initial analysis responding to this element." However, local areas are expected to also present additional data and analysis about unique economic, industry and labor market information, information on demographics and target populations, and other key information regarding the local area. Any use of non-LWD data must cite its source, timeliness and validity.

In addition to the analysis provided below, the reader is asked to please refer to Section II. Regional Data Analysis of the North Region Plan, as submitted to the State on October 3, 2016, for an initial analysis responding to this element.

The Greater Raritan Workforce Development Board (GRWDB) has prepared significant analysis of existing and emerging in-demand industry sectors and occupations. As noted above, the New Jersey North Region Plan presents New Jersey Department of Labor and Workforce Development (NJLWD) data. For purposes of this analysis we will focus on data that has been prepared specifically for our Local Area using a variety of public and private data sources which we believe help further inform the discussions.

As a bi-county Local Area, we are presenting community economic and demographic profiles separately for each of the two counties as Attachments 1 and 2. We believe these profiles communicate a more accurate picture of the similarities and differences between the two geopolitical subdivisions.

Based on 2015 data, Government, Healthcare and Social Assistance, and Retail Trade are the top three industry sectors in Hunterdon County, NJ based on number of employees.

Both the Healthcare & Social Services and Retail Trade industries showed employment gains in the 2010-2015 timeframe; 6 percent and 5 percent respectively. Government industry sector employment was down 10 percent in the 2010-2015 timeframe.

Health Care & Social Services, Accommodations & Food Service, and Other Services are projected to have the highest increases in employment from 2015 to 2020.

Industry Analysis, 2 Digit NAICS - Hunterdon County

NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015 Change		2015 - 2020 Change	
					#	%	#	%
11	Crop and Animal Production	807	658	622	-149	-18%	-36	-5%
21	Mining, Quarrying, and Oil and Gas Extraction	14	44	52	30	214%	8	18%
22	Utilities	77	81	81	4	5%	0	0%
23	Construction	3,463	3,913	4,104	450	13%	191	5%
31	Manufacturing	2,663	2,765	2,662	102	4%	-103	-4%
42	Wholesale Trade	1,762	1,846	1,883	84	5%	37	2%
44	Retail Trade	6,870	7,235	7,608	365	5%	373	5%
48	Transportation and Warehousing	847	614	601	-233	-28%	-13	-2%
51	Information	839	874	874	35	4%	0	0%
52	Finance and Insurance	3,270	3,226	3,514	-44	-1%	288	9%
53	Real Estate and Rental and Leasing	595	529	521	-66	-11%	-8	-2%
54	Professional, Scientific, and Technical Services	4,765	5,000	5,163	235	5%	163	3%
55	Management of Companies and Enterprises	1,016	910	651	-106	-10%	-259	-28%
56	Administrative and Support and Waste Management and Remediation Services	1,544	1,947	2,040	403	26%	93	5%
61	Educational Services	562	641	738	79	14%	97	15%
62	Health Care and Social Assistance	6,531	6,955	7,831	424	6%	876	13%
71	Arts, Entertainment, and Recreation	1,566	1,579	1,644	13	1%	65	4%
72	Accommodation and Food Services	3,215	3,712	4,061	497	15%	349	9%
81	Other Services (except Public Administration)	2,657	3,118	3,446	461	17%	328	11%
90	Government	8,939	8,015	7,914	-924	-10%	-101	-1%
99	Unclassified Industry	284	15	<10	-269	-95%	Insf. Data	Insf. Data
<b>Total</b>		<b>52,287</b>	<b>53,678</b>	<b>56,013</b>	<b>1,391</b>	<b>3%</b>	<b>2,335</b>	<b>4%</b>

Hunterdon County, NJ is over-represented in a number of industry sectors, as documented in the below analysis. Location Quotient (LQ) is a measure of the concentration of, in this case jobs in an industry sector, compared to national levels of employment. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2.

Industry Analysis, 2 Digit NAICS - Hunterdon County

NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings	% of All Jobs
11	Crop and Animal Production	658	1.01	\$39,414	1.2%
21	Mining, Quarrying, and Oil and Gas Extraction	44	0.15	\$134,997	0.1%
22	Utilities	81	0.42	\$143,146	0.2%
23	Construction	3,913	1.36	\$65,564	7.3%
31	Manufacturing	2,765	0.64	\$73,787	5.2%
42	Wholesale Trade	1,846	0.88	\$174,947	3.4%
44	Retail Trade	7,235	1.29	\$39,539	13.5%
48	Transportation and Warehousing	614	0.35	\$50,260	1.1%
51	Information	874	0.87	\$101,809	1.6%
52	Finance and Insurance	3,226	1.51	\$123,554	6.0%
53	Real Estate and Rental and Leasing	529	0.60	\$42,808	1.0%
54	Professional, Scientific, and Technical Services	5,000	1.47	\$106,706	9.3%
55	Management of Companies and Enterprises	910	1.21	\$198,124	1.7%
56	Administrative and Support and Waste Management and Remediation Services	1,947	0.58	\$46,785	3.6%
61	Educational Services	641	0.48	\$30,945	1.2%
62	Health Care and Social Assistance	6,955	1.04	\$61,199	13.0%
71	Arts, Entertainment, and Recreation	1,579	1.78	\$23,575	2.9%
72	Accommodation and Food Services	3,712	0.82	\$20,457	6.9%
81	Other Services (except Public Administration)	3,118	1.22	\$26,904	5.8%
90	Government	8,015	0.96	\$79,413	14.9%
99	Unclassified Industry	15	0.21	\$38,275	0.0%
<b>Total</b>		<b>53,678</b>		<b>\$69,652</b>	

Source: EMSI

Based on 2015 data, Healthcare & Social Assistance, Retail Trade, and Professional, Scientific, & Technical Services and are the top three industry sectors in Somerset County, NJ based on employment.

All three of the top industry sectors in Somerset County, NJ showed employment gains during the 2010-2015 time period. The Professional, Scientific, and Technical Services had a gain of 3 percent, Retail Trade had a 7 percent increase, and Healthcare and Social Assistance had a 13 percent increase.

Industry Analysis, 2 Digit NAICS - Somerset County								
NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015		2015 - 2020	
					#	%	#	%
11	Crop and Animal Production	179	152	115	-27	-15%	-37	-24%
21	Mining, Quarrying, and Oil and Gas Extraction	312	358	386	46	15%	28	8%
22	Utilities	249	280	312	31	12%	32	11%
23	Construction	6,177	7,017	7,369	840	14%	352	5%
31	Manufacturing	15,836	15,794	14,519	-42	0%	-1,275	-8%
42	Wholesale Trade	8,737	11,823	12,660	3,086	35%	837	7%
44	Retail Trade	19,631	21,018	21,784	1,387	7%	766	4%
48	Transportation and Warehousing	4,248	3,824	3,758	-424	-10%	-66	-2%
51	Information	6,365	6,927	6,143	562	9%	-784	-11%
52	Finance and Insurance	11,764	10,706	10,781	-1,058	-9%	75	1%
53	Real Estate and Rental and Leasing	2,175	2,836	3,097	661	30%	261	9%
54	Professional, Scientific, and Technical Services	19,969	20,536	22,012	567	3%	1,476	7%
55	Management of Companies and Enterprises	8,449	10,146	11,150	1,697	20%	1,004	10%
56	Administrative and Support and Waste Management and Remediation Services	11,627	15,685	18,024	4,058	35%	2,339	15%
61	Educational Services	3,452	3,873	4,160	421	12%	287	7%
62	Health Care and Social Assistance	19,601	22,129	24,707	2,528	13%	2,578	12%
71	Arts, Entertainment, and Recreation	2,716	2,963	3,084	247	9%	121	4%
72	Accommodation and Food Services	9,816	11,088	11,820	1,272	13%	732	7%
81	Other Services (except Public Administration)	8,127	8,084	8,626	-43	-1%	542	7%
90	Government	17,952	18,039	18,008	87	0%	-31	0%
99	Unclassified Industry	305	110	<10	-195	-64%	Insf. Data	Insf. Data
	<b>Total</b>	<b>177,686</b>	<b>193,386</b>	<b>202,525</b>	<b>15,700</b>	<b>9%</b>	<b>9,139</b>	<b>5%</b>

Source: EMSI

Somerset County, NJ is over-represented in a number of industry sectors, as documented in the below analysis. Location Quotient (LQ) is a measure of the concentration of, in this case jobs in an industry sector, compared to national levels of employment. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2.



Industry Analysis, 2 Digit NAICS - Somerset County					
NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings	% of All Jobs
11	Crop and Animal Production	152	0.06	\$44,273	0.1%
21	Mining, Quarrying, and Oil and Gas Extraction	358	0.33	\$97,359	0.2%
22	Utilities	280	0.41	\$128,581	0.1%
23	Construction	7,017	0.68	\$73,835	3.6%
31	Manufacturing	15,794	1.02	\$157,759	8.2%
42	Wholesale Trade	11,823	1.57	\$147,915	6.1%
44	Retail Trade	21,018	1.04	\$44,156	10.9%
48	Transportation and Warehousing	3,824	0.60	\$54,712	2.0%
51	Information	6,927	1.91	\$179,269	3.6%
52	Finance and Insurance	10,706	1.39	\$147,395	5.5%
53	Real Estate and Rental and Leasing	2,836	0.89	\$77,194	1.5%
54	Professional, Scientific, and Technical Services	20,536	1.68	\$127,368	10.6%
55	Management of Companies and Enterprises	10,146	3.75	\$196,581	5.2%
56	Administrative and Support and Waste Management and Remediation Services	15,685	1.29	\$63,823	8.1%
61	Educational Services	3,873	0.80	\$46,175	2.0%
62	Health Care and Social Assistance	22,129	0.92	\$56,431	11.4%
71	Arts, Entertainment, and Recreation	2,963	0.93	\$31,478	1.5%
72	Accommodation and Food Services	11,088	0.68	\$24,556	5.7%
81	Other Services (except Public Administration)	8,084	0.88	\$31,394	4.2%
90	Government	18,039	0.60	\$80,961	9.3%
99	Unclassified Industry	110	0.44	\$41,816	0.1%
<b>Total</b>		<b>193,386</b>		<b>\$93,777</b>	
Source: EMSI					

In addition to conducting significant analysis of the economic, demographic, and social characteristics of the two counties and Local Area, the GRWDB has also analyzed, in detail, employment needs of employers. These reports are presented as Attachments 3 and 4 of the GRWDB Local Area Plan.

Specifically, in December 2015, the GRWDB commissioned an in-demand occupations analysis in response to the new investment approach contained in the Workforce Innovation and Opportunity Act of 2014.

In order to better understand occupational demand in each of the counties, key characteristics of the 10 most “in-demand” occupations were assessed. In-demand occupations were defined as the occupations with a median hourly wage of at least \$15.46 that are projected to have the highest number of annual openings over the coming years.

The wage of \$15.46 was determined using the United Way of Northern New Jersey’s ALICE Study of Financial Hardship. This report analyzed the costs of food, housing, healthcare, and transportation, among many other variables, to determine the minimum wage to afford basic life necessities. In Hunterdon County, this wage for a single adult was determined to be \$15.46 per hour.

The information provided for each occupation includes:



**2015 Employment:** the number of workers employed in the occupation across all industries in 2015

**Average Annual Openings:** the average number of annual openings in the occupation projected between 2015 and 2020. Openings include both new demand (from new jobs being created) and replacement demand (from retirements and other turnover).

**Projected Change (2015-2020):** the number of jobs projected to be created between 2015 and 2020

**Median Hourly Earnings:** the median hourly earnings of workers in the occupation in 2015. Earnings do not include benefits.

**Average Monthly Postings:** the average number of online job advertisements being posted by county employers per month over the past 12 months (October 2014 to September 2015)

**Average Monthly Hires:** the average number of workers being hired per month over the past 12 months (October 2014 to September 2015)

**Postings to Hires Ratio:** compares the average number of monthly online job postings in the county over the past 12 months to the average number of hires over the same period. A high "Postings to Hiring Ratio" may indicate that employers are having difficulty finding workers to fill open positions. A low number may indicate that employers use means other than online job postings to find workers.

**Top Skills Requested:** presents the skills most frequently requested by employers nationally, based on an analysis of online job postings

**Top Employers:** presents the employers most frequently posting online job advertisements in the county

**Certifications Requested (if applicable):** presents the certifications most frequently requested by employers nationally, based on an analysis of job postings. For some occupations, certifications are not typically required, in which case, this table is excluded.

With this detailed information on existing and emerging in-demand occupations and industry sectors, as well as the specific skills and certification needs of employers, the GRWDB is well positioned to lead the discussions on workforce investments focused on the talent needs of business.

There are certain demographics of the populations in Hunterdon and Somerset Counties, New Jersey that are worthy of note from a workforce development and delivery perspective.

While Hunterdon and Somerset Counties, New Jersey boast favorable unemployment rates, a lack of qualified workers can restrict business growth and thus future job creation.

April 2016 preliminary, not seasonally adjusted, data from the NJ Department of Labor and Workforce Development shows Hunterdon County with an unemployment rate of 3.6 percent and Somerset County, NJ with an unemployment rate of 3.9 percent.

The population in Hunterdon County, NJ declined by 0.3 percent between 2010 and 2015, and is expected grow by 0.4 percent between 2015 and 2020.

The population in Somerset County, NJ grew by 3.4 percent between 2010 and 2015, and is expected to grow by 3.6 percent between 2015 and 2020.

The civilian labor force in Hunterdon County, NJ declined by 2.3 percent in the time period from 2005 to 2015. Nearly 36 percent of Hunterdon County, NJ residents both live and work in the county.

The civilian labor force in Somerset County, New Jersey grew by 0.8 percent between 2005 and 2015. Nearly 27 percent of Somerset County residents both live and work in the county.

The Local Area has a total combined population of 462,000 (2015) and a combined labor force of 240,000 (2015).

Income levels in both Hunterdon and Somerset Counties, NJ are generally consistent with the highly educated workforce and the types of occupations of residents.

**Median Household Income**

	Hunterdon County	New Jersey	United States
2010	\$100,980	\$69,811	\$51,914
2015	\$110,520	\$70,538	\$53,217
2020 (proj.)	\$124,924	\$79,556	\$60,683
2010-2015 % Change	9%	1%	3%
2015-2020 % Change	13%	13%	14%

Source: ESRI

**Median Household Income**

	Somerset County	New Jersey	United States
2010	\$97,440	\$69,811	\$51,914
2015	\$103,971	\$70,538	\$53,217
2020 (proj.)	\$115,657	\$79,556	\$60,683
2010-2015 % Change	7%	1%	3%
2015-2020 % Change	11%	13%	14%

Source: ESRI

Incomes levels are also reflective of the highly educated workforce in the Local Area, impacting the types of education and training resources needed for re-employment.

#### Educational Attainment

Highest Level	Hunterdon County	New Jersey	United States
Less than 9th Grade	1.9%	5.5%	5.7%
9-12th Grade/No Diploma	3.6%	5.8%	7.5%
High School Diploma	20.4%	25.9%	23.6%
GED/Alternative Credential	1.9%	2.8%	4.1%
Some College/No Degree	16.1%	16.6%	21.0%
Associate's Degree	7.3%	6.5%	8.2%
Bachelor's Degree	28.6%	22.8%	18.6%
Graduate/Professional Degree	20.2%	14.2%	11.4%
<b>Total</b>	<b>90,102</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI

#### Educational Attainment

Highest Level	Somerset County	New Jersey	United States
Less than 9th Grade	3.1%	5.5%	5.7%
9-12th Grade/No Diploma	3.2%	5.8%	7.5%
High School Diploma	19.9%	25.9%	23.6%
GED/Alternative Credential	1.6%	2.8%	4.1%
Some College/No Degree	13.8%	16.6%	21.0%
Associate's Degree	5.9%	6.5%	8.2%
Bachelor's Degree	28.9%	22.8%	18.6%
Graduate/Professional Degree	23.6%	14.2%	11.4%
<b>Total</b>	<b>229,378</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI

The Greater Raritan Workforce Development Board (GRWDB) has found it useful to review various data as an indicator of economic performance.

One such data set, which is directly related to the pool of potentially eligible recipients for federal Workforce Innovation and Opportunity Act funds, is the "Characteristics of New Jersey's Insured Unemployed" report by the New Jersey Department of Labor and Workforce Development. The below table, from the Third Quarter of 2015, details the Continued Claims in the Local Area.

While 36 percent of the insured unemployed in Hunterdon County, NJ are listed as having between 0 and 12 years education, 56 percent of the insured unemployed are stated as having 2 years of college and above, including 25 percent having four years of college, 7.5 percent having a Master's degree and 4.6 percent having a Doctorate.

Additionally, the age cohorts for the insured unemployed in Hunterdon County, NJ provide some insight on workforce training and education needs. 58 percent of insured unemployed claimants are in the 45 to 64 year age range. Combined with education levels, age cohorts significantly influence the types and nature of re-employment training and education efforts.

39 percent of the insured unemployed in Somerset County, NJ are listed as having between 0 and 12 years education, while 55 percent of the insured unemployed are stated as having 2 years of college and above, including 20 percent having four years of college, 7.4 percent having a Master's degree and 6.8 percent having a Doctorate.

Age cohorts for the insured unemployed in Somerset County, NJ provide some insight on workforce training and education needs. 49 percent of insured unemployed claimants are in the 45 to 64 year age range. Combined with education levels, age cohorts significantly influence the types and nature of re-employment training and education efforts.

Characteristics of the Insured Unemployed provides valuable insights for setting workforce investment policy, helping guide career services investments and informing partners as they develop training and education services.

Attachments 5 and 6 detail the full Insured Unemployed data sets.

- b. An analysis of the knowledge and skills needed to meet the employment needs of the employers in the region, including employment needs in indemand industry sectors and occupations. Describe how the local area plans to work in conjunction with the New Jersey Talent Development Centers, Talent Networks, Targeted Industry Partnerships and other industry and occupational associations and networks in developing and delivering indemand services. Analysis of alignment between key industry pipeline and the provision of services by the one stop system should be included.

An analysis of the in-demand occupations research conducted by the GRWDB indicates that, locally, business, data, and finance skills are those most in demand by employers, followed closely by retail, scheduling, and customer service skills.

In 2015 the GRWDB commissioned a “Data Driven Decision Making, Economic and In-demand Occupations Analysis for the Greater Raritan Local Area” report (Attachments 3 and 4). In addition to informing discussions on employer needs, the In-demand Occupations report also informs and educates the GRWDB on policy decisions related to the investment of federal and state workforce investment grant funds.

In-demand occupations were defined as the occupations with a median hourly wage of at least \$15.46 that are projected to have the highest number of annual openings over the coming years. The wage of \$15.46 was determined using the United Way of Northern New Jersey’s ALICE Study of Financial Hardship. The United Way report analyzed the costs of food, housing, healthcare, and transportation, among many other variables, to determine the minimum wage to afford basic life necessities.

For each county the top 10 occupations were analyzed. The analysis included such factors as 2015 Employment, Average Annual Openings, the number of jobs projected to be created between 2015 and 2020, Top Skills Requested, and Certifications Requested.

In order, employers in the GRWDB Local Area stated requirements for the following top 10 skills:

1. Business
2. Finance
3. Data
4. Retail
5. Scheduling
6. Customer service
7. Accuracy/precision
8. Maintenance/Repair/operations
9. Sales
10. Communications

Top skills in-demand statewide are reported by the New Jersey Department of Labor and Workforce Development to be communications, writing, and customer service. The customer service skill features prominently in the GRWDB Local Area analysis, ranking as the 6<sup>th</sup> most requested skill.

Occupational skills required by employers in the Local Area are reflective of the high knowledge occupations and industry sectors present in each of the two counties. Additionally, the establishment of a “livable wage” floor for selection of in-demand occupations has most likely contributed to the variations between statewide and Local Area data.

In comparing statewide data to Local Area information it is important to note that statewide data was compiled based on job postings. Job postings analysis has the potential to alter results if multiple or repeated job postings have been included. GRWDB Local Area data analyzed discreetly individual occupations only after demand was established, eliminating the potential for multiple occurrences.

The GRWDB is committed to high quality employer partnerships and business engagement as a means to understanding and responding to employer needs.

In 2014 the GRWDB established a Business Services Specialist position. Key accountabilities for this position are, and will continue to be, engaging the New Jersey Talent Networks, the collection and dissemination of information on employer needs through direct contact with businesses, and developing partnerships with One Stop and other partners who are also serving business needs.

The efforts of the GRWDB to engage the NJ Talent Networks has been successful, leading to the delivery of industry sector information to the Board through presentations and Talent Network staff attendance at Local Area Quarterly Meetings.

The GRWDB Business Services Specialist remains in regular contact with NJ Talent network staff and participates in meetings and other activities of these entities.

For Workforce Innovation and Opportunity Act and Work First New Jersey programs the GRWDB has established dashboard reporting in order to evaluate the effectiveness of service delivery. The GRWDB dashboard measures include aligning metrics with the strategic themes of the New Jersey Combined State Plan for WIOA, particularly in the area of training investments based on talent network industry sectors and employer needs.

The Monthly Dashboard includes yearly goals and year to date metrics for Individual Training Account investments based on industry sector. This type of reporting allows the Board to easily gauge whether or not the known needs of employers are being met through investments in training and education.

GRWDB Monthly Dashboard			
Program Year 2015 (July 1, 2015 to June 30, 2016)			
TRAINING GRANT SPECIFIC			
	Previous Year	PY 2015 Goal	YTD
Advanced Manufacturing	6	5	11
Bio/Pharma/Life Sciences	23	23	11
Financial	42	40	43
Health Care	53	51	57
Technology	84	81	104
Transportation/Logistics/Dist	17	15	24
Leisure/Hospitality/Retail	39	38	31
Other	0	0	3
TOTAL	264	253	253

The GRWDB One Stop Committee also undertakes further in-depth review of Greater Raritan Career Services data, including Eligible Training Provider TOPPS reports and placement rates.

In Program year 2016 the GRWDB began a review of training and education investments relative to populations and employers served. The fundamental policy question the GRWDB is analyzing is to what extent training and education investments are serving employers within the Local Area as opposed to employers outside the Local Area. While GRWDB training and education investments through Greater Raritan Career Services are meeting or exceeding established performance outcomes,

these measures of performance do not necessarily relate directly to the delivery of a skilled workforce to employers within the Local Area.

The GRWDB has invested significantly in creating a collaborative environment for workforce delivery, seeking to lead all One Stop Partners and other service providers in a direction focused on the needs of employers. This work is expected to continue as new and innovative data driven strategies are developed at the local level.

- c. An analysis of the workforce in the region, including current labor force employment (and unemployment) data, and information on labor market trends, and the educational and skill levels of the workforce in the region, including individuals with barriers to employment. Your analysis must be supported by data. Any use of non-LWD data must cite its source, timeliness and validity.

The Greater Raritan Workforce Development Board serves the counties of Hunterdon and Somerset in central New Jersey (the Local Area).

The 2015 unemployment rate for the Local Area, as reported by the NJ Department of Labor and Workforce Development, was 4.3 percent while the 2015 unemployment rate for the North Region was 5.4 percent.

Unemployment in both the Local Area and the North Region are down from 2010 levels which were 7.5 percent and 9.2 respectively.

While the GRWDB uses state and federal data, such as that supplied by the NJ Department of Labor and Workforce Development for the Regional Planning effort and the Characteristics of the Insured Unemployed report noted previously, the Local Area has also taken aggressive steps to insure a complete understand of employment, unemployment, educational attainment, age, commutation, and other socioeconomic factors influencing labor markets.

The GRWDB will continue this investment in data driven decision making and will be seeking additional paths to further connect these findings with the strategic themes expressed in the New Jersey Combined State Plan for WIOA, 2016.

As an example, the GRWDB commissioned “In-Demand Occupations Analysis” provides detailed information on career paths for 20 livable wage jobs each the Region. In addition to analyzing the number of replacement and new jobs for each of the 20 occupations, the GRWDB has also documented the industries, in which these occupations exist, the skills required by employers, and identified individual employers at which an individual occupation exists.



The Community Economic Profiles for Hunterdon County, NJ and Somerset County, NJ have been included in the Local Area Plan as Attachments 1 and 2 respectively. The In-demand Occupations Analysis for each County have been included as Attachments 3 (Hunterdon County, NJ) and 4 (Somerset County, NJ).

The Local Area data analysis informs One Stop Partner decision making as they provide direct services to individuals and will continue to provide context for on-going workforce investment policy discussions by the GRWDB.

Some key notes from the GRWDB analysis, which are reflective of employment and unemployment in the Local Area and the North Region of New Jersey, which continue to drive policy making, are:

- Overall, the populations of Hunterdon and Somerset Counties are more concentrated in older (45+) age cohorts than the populations of the state and nation.
  - The 55+ age cohorts grew at the highest rates between 2010 and 2015 in Hunterdon and Somerset Counties.
  - Since 2010, employment in Somerset County, NJ, has grown from 177,686 jobs to over 193,000 jobs, an increase of 15,700, or 9%.
  - Since 2010, employment in Hunterdon County, NJ, has grown from 52,287 jobs to over 53,678 jobs, an increase of nearly 1,400, or 3%.
  - For many of the in-demand occupations, demand is expected to be driven by openings due to replacement demand (openings due to retirements/turnover), not new demand.
- d. [An analysis of the workforce development activities \(including education and training\) in the region, including an analysis of the strengths and weaknesses of such services, and the capacity to provide such services, to address the identified education and skill needs of the workforce and the employment needs of employers in the region.](#)

Workforce development activities in the Local Area are significant and extensive.

The GRWDB is the entity responsible for investment and oversight of approximately \$3,500,000 in federal Workforce Innovation and Opportunity Act and state Work First New Jersey grants.

Based on annual performance metrics, Greater Raritan Career Services, as the One Stop Operator, is a strong provider of education and training resources to populations eligible under the federal and state workforce investment grant programs.

Dozens of independent non-profits in the Local Area, either directly or indirectly, connect with general workforce development interests.

The most common workforce development weakness expressed in the Local Area, from a capacity perspective, is with the availability of transportation, followed by difficulty in accessing child care.

The availability of transportation and child care in the Local Area can be significant impediments to achieving employment outcomes for individuals.

The GRWDB has taken steps to address, within the confines of federal and state workforce investment grant terms and conditions, transportation resources.

Through contracts with HART in Hunterdon County and RideWise in Somerset County, the transportation management associations each county, the GRWDB and Greater Raritan Career Services, providing transportation education and training connected to job searches and employment. RideWise in Somerset County also provided public transportation travel vouchers to eligible individuals.

Under Workforce Innovation and Opportunity Act Youth, difficulty in recruiting eligible out of school individuals has been noted. While this is not a capacity issue, if restrictions on the sharing of information among various parties were lifted it is possible the GRWDB Local Area could see a significant increase in individuals being served, potentially creating a capacity issue.

Regarding the education and skill needs of the workforce and the employment needs of employers in the region, there are significant workforce development, education, and training activities beyond those of the GRWDB and Greater Raritan Career Services as the One Stop Operator.

The Local Area is served by Raritan Valley Community College (RVCC), a bi-county institution established by the Boards of Chosen Freeholders of the Counties of Hunterdon and Somerset, New Jersey.

RVCC has established a partnership with Rutgers, the State University of New Jersey to bring area residents the opportunity to obtain Rutgers University baccalaureate degrees while staying close to home. This initiative provides educational services on the RVCC Campus in Branchburg Township, New Jersey.

RVCC-Rutgers program allows students to complete their first two years at RVCC, and upon completion of an Associate Degree, transfer up to 60 credits into a Rutgers University bachelor degree program. Rutgers will provide the upper level courses required to complete a Rutgers major on campus at RVCC.

The RVCC-Rutgers partnership offers the following degrees: Criminal Justice, Liberal Studies, Political Science, and Psychology. An online curriculum is also offered for Business Administration and Labor Employment Relations.

**RVCC: Top Degrees, Certificates, and Diplomas (2013-2014)**

	Certificates (2-years and below)	Associate's Degrees	Total Awards
Biological And Biomedical Sciences	-	13	13
Business, Management, Marketing, and Related Support Services	15	88	103
Communication Technologies/Technicians and Support Services	-	8	8
Communication, Journalism, and Related Programs	1	13	14
Computer and Information Sciences and Support Services	22	19	41
Construction Trades	-	-	-
Education	3	69	72
Engineering	-	24	24
Engineering Technology and Engineering-Related Fields	5	14	19
English Language and Literature/Letters	-	13	13
Health Professions and Related Programs	27	134	161
Homeland Security, Law Enforcement, Firefighting and Related Protective Services	7	64	71
Legal Professions and Studies	11	9	20
Liberal Arts and Sciences, General Studies and Humanities	3	320	323
Multi/Interdisciplinary Studies	-	124	124
Parks, Recreation, Leisure, and Fitness Studies	6	18	24
Personal and Culinary Services	-	8	8
Public Administration and Social Service Professions	-	6	6
Visual and Performing Arts	2	47	49
<b>Grand total</b>	<b>102</b>	<b>991</b>	<b>1,093</b>

Source: NCES IPEDS

In addition to strong academic education, RVCC also has a vibrant workforce development program. Career training programs include

Advanced Manufacturing, Automotive Technology, HVAC, Cosmetology, Fitness, and Skincare Specialist.

The GRWDB remains strongly connected to both the academic and workforce development activities at Raritan Valley Community College as the largest local provider of workforce education and training. These connections are expected to expand in the coming years with the completion of a new “workforce” building on the Branchburg, NJ campus.

As an example, this past spring (2016) RVCC received a \$760,812 grant from the National Science Foundation to develop a new program to help train workers for careers in Commercial Energy Management. The three-year Commercial Energy Management Technology (CEM-Tech) project is designed to address a severe nationwide shortage of trained building technicians and educational programs in the Commercial Energy Management area, specifically in the fields of Building Automation, Commercial Energy Auditing, Building Commissioning, and Retro-Commissioning. As part of the grant, the College will develop a new Associate of Applied Science degree in Commercial Energy Management Technology. The program will include an industry-aligned curriculum and practical experience, as well as general education requirements. The goal is to prepare students and current workers for careers in Sustainable Building Operations.

Hunterdon County Polytech Career and Technical School and Somerset County Vocational and Technical High School both provide career path training and education for high school students.

Hunterdon County Polytech Career and Technical School also provides adult and continuing education programs, including credentialing, to those 16 years or older.

Somerset County Vocational and Technical Schools conducts an Academy for Health and Medical Sciences and a Mechatronics, Engineering and Advanced Manufacturing Program for highly motivated students, both of which include dual academic courses with Raritan Valley Community College.

In addition to The Academy and Mechatronics programs the Somerset County Vocational and Technical school provides 17 programs geared to training students ages 15-18 in high quality, high demand employment areas. All of these programs provide industry-valued credentials, career readiness skills, and opportunities for structured learning and work experiences.

Somerset County Vocational and Technical school provides 19 career pathways to youth ages 16-18. Programs focus on providing relevant job training, career readiness skill development, and structured learning and work experiences. All programs require attainment of competencies leading to industry- valued credentials.

Both Hunterdon County Vocational School District and Somerset County Vocational and Technical Schools are significant contributors to workforce training and education in the Region. While Hunterdon County Polytech conducts adult and continuing education, Somerset County Vo-Tech has transferred these activities to Raritan Valley Community College.

- e. Describe the local board's strategic vision and goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment), including goals relating to the performance accountability measures based on primary indicators of performance described in section 116(b)(2)(A) of the Act in order to support regional economic growth and economic self-sufficiency. Describe how this supports the regional plan efforts and potential for shared cost. Describe how the local plan may differ from the regional plan, with a justification for the variance.

In September 2012, at the conclusion of a yearlong examination of the Local Area operating structure, finances, staffing, and priorities, the Board held a strategic planning session in a facilitated environment.

The strategic priorities documented as a result of the planning session continues to drive workforce investment policy decisions for the Local Area.

- Focus on sector strategies consistent with the New Jersey State (Economic Development) Plan and the New Jersey Unified Workforce Investment Plan.
- Build strategic alliances with partners, including those in the economic development arena.
- Coordinate outreach to the business community among the various entities currently engaged in contacting businesses.
- Focus our strategies on career paths versus simply employment.
- Recognize the role that transportation plays in employment.

It is interesting to note the connections between the strategic priorities adopted by the Greater Raritan Workforce Development Board and the Workforce Innovation and Opportunity Act of 2014, and the NJ Combined State Plan, Workforce Innovation and Opportunity Act, 2016.

In addition to the strategic workforce investment policy priorities, the Greater Raritan Workforce Development Board has also established a vision for service delivery. This vision includes:

- Creating an environment of continuous improvement in efficiency and effectiveness of workforce investments based on the needs of job seekers and employers.
- Setting high standards for all operating areas of the Greater Raritan Workforce Development Board, One Stop Operator, career services, and training services.
- Creating a culture where expectations are exceeded and accomplishments are recognized.
- Increasing the engagement of employers and job seekers with a focus on increasing satisfaction levels and performance outcomes.
- Expanding opportunities for employers and job seekers through increased market penetration with a focus on serving the needs of local businesses.
- Expanding opportunities and outcomes for youth populations with a focus on sustainable wage career employment.

f. [Taking into account analyses described above, a strategy to work with the entities that carry out the core programs to align resources available to the local area, to achieve the local area's strategic vision and goals.](#)

The Greater Raritan Workforce Development Board has focused on three areas it feels are critical to achieving success in implementing local workforce investment policy. These include; regional and local partnerships, ensuring staff alignment to implement policies, and data driven decision making.

By emphasizing the New Jersey Talent Networks, engaging critical partners; including those in the economic development community, insuring a focus on the needs of employers, and addressing critical workforce related needs (transportation) in the Local Area, the Board has provided a platform for informing and engaging others in these efforts.

A second critical component to the success of the Greater Raritan Workforce Development Board is insuring that staffing is aligned with priorities. With executive staff aligned to economic development and professional staff focused on the needs of business and partnerships, the GRWDB has created an environment where appropriate staff is accountable for policy implementation.

As a result of a 2013 re-organization that followed establishment of Local Area strategic priorities, the Greater Raritan Workforce Development Board has emphasized workforce investments based on the needs of employers. By connecting directly with economic development activities

and staffing a Business Services Specialist position, the Local Area has emphasized the themes communicated in New Jersey's Talent Development Strategy.

The GRWDB has placed a significant emphasis on data driven decision making to ensure the workforce delivery system is meeting the needs of employers. Attachments 1 through 4 of the Greater Raritan Workforce Development Board 2016 to 2020 Local Area Plan document existing economic, demographic, and social characteristics of the Local Area and, separately, examine in detail In-demand Occupations for each county.

**II. Describe the workforce development system in the local area, including identifying the programs that are included in that system and how the local board will work with the entities carrying out core programs and other workforce development programs to support alignment to provide services. Identify any areas of weakness in service delivery or resources and discuss rather regional or local solutions are most appropriate.**

The requested Partner Service Matrix has been included in the GRWDB Local Area Plan as Attachment 7 for reference. This matrix identifies the services that are included in the Local Area system.

Beginning with the local Workforce Development Board, the workforce delivery system consist of the Greater Raritan Workforce Development Board and its staff and Greater Raritan Career Services as the One Stop Operator and direct services provider relative federal and state workforce investment grants under the purview of the Local Area.

The GRWDB and Greater Raritan Career Services maintains two offices in the Local Area; one in the Borough of Somerville and the other in the Borough of Flemington. The Local Area makes available the Flemington offices of the GRWDB and Greater Raritan Career Services to NJ Department of Labor and Workforce Development staff.

The New Jersey Department of Labor and Workforce Development maintains an office in the Borough of Somerville, NJ which houses Unemployment Insurance, Employment Services, Business Services, Veterans Services, and Vocational Rehabilitation.

The GRWDB has appointed Greater Raritan Career Services as the One Stop Operator consistent with a joint agreement between the Hunterdon and Somerset County Boards of Chosen Freeholders for purposes of delivering services to individuals consistent with state and federal workforce investment grants. This arrangement will be subject to the competitive selection requirement of the



Workforce Innovation and Opportunity Act of 2014 and will be completed by July 1, 2017.

Greater Raritan Career Services employs, in addition to the One Stop Operator, 11 counselors who work directly with clients. Greater Raritan Career Services also engages in a number of contractual obligations for purposes of career training and education. These activities are funded directly with federal Workforce Innovation and Opportunity Act and state Work First New Jersey grants.

As of June 2016 Greater Raritan, through competitive Request for Proposals processes, had contracts with the Hunterdon County Board of Social Services, the Somerset County Board of Social Services, the Hunterdon County Educational Services Commission, Hunterdon County Polytech, and Middle Earth. All of these agreements are directly related to serving individuals and achieving performance measures and outcomes consistent with the specific Workforce Innovation and Opportunity Act or Work First New Jersey funding stream for which the GRWDB is responsible.

In Hunterdon County, NJ there are 27 school districts (3 regional high school districts, 1 K-12 regional school district, 1 vocational school, 1 alternative school, 1 regional elementary district, and 20 elementary districts) with approximately 20,538 pupils.

In Somerset County, NJ there are 19 public school districts (including 1 charter school) with approximately 55,000 students, one countywide vocational and technical school, one educational services commission, specializing in services for disabled youth, and two alternative education programs with specific services for disconnected youth.

Somerset County Vocational and Technical school provides 19 career pathways to youth ages 16-18. Programs focus on providing relevant job training, career readiness skill development, and structured learning and work experiences. All programs require attainment of competencies leading to industry- valued credentials.

Raritan Valley Community College is a bi-county institution, serving the same geographic region as the GRWDB; Hunterdon and Somerset Counties, NJ. In addition to academic education, Raritan Valley Community College also has a robust workforce development program. 53 percent of Raritan Valley Community College students are over the age of 21, and 30 percent of Raritan Valley Community College students are enrolled in programs designed for direct employment.

The Local Area has a robust community of non-profits and non-governmental agencies that are directly and in-directly connected to the workforce development

system and that may or may not have education and training related to employment and re-employment as a core mission.

The library systems in both Hunterdon and Somerset Counties, NJ provide valuable resources to employed and unemployed job seekers. The United Way of Hunterdon County and the United Way of Northern New Jersey deliver resources to individuals who may or may not be eligible for federal and state workforce investment grant funding services and resources.

The GRWDB provides oversight of all core programs (basic career services and individualized career services under WIOA), with specific responsibility, including budgeting, for those services delivered by Greater Raritan Career Services.

Through representation on the Board, Memoranda of Understanding with One Stop Partners, and partnerships and collaboration with staff, the GRWDB is engaged with entities carrying out core programs.

As Workforce Innovation and Opportunity Act clients of Greater Raritan Career Services are not bound by Local Area designations, there is already regional service delivery. The GRWDB receives monthly reports on individuals served in each of the Local Area county's as well as "out of county" clients. As documented, in Program Year 2015 (July 1, 2015 to June 30, 2016) the GRWDB issued 45 Individual Training Account grants to out of county individuals.

The GRWDB has become an active participant in North Jersey Partners, an entity that has agreed to lead and facilitate discussions at the regional level. There will likely be opportunities for regional approaches that would enhance service delivery, and perhaps more importantly, address barriers such as transportation that stand in the way of individual employment.

In addition to North Jersey Partners, the GRWDB is also working extensively with the North Jersey Transportation Planning Authority and Together North Jersey. As the lead agency for transportation investments, the North Jersey Transportation Planning Authority has extensive knowledge and resources that can positively impact job seekers from a transportation perspective.

Together North Jersey, the economic development strategy entity established by the North Jersey Planning Authority, has outlined a strategic vision that includes workforce development and job creation.

The GRWDB has discussed extensively service delivery to eligible youth under the Workforce Innovation and Opportunity Act, an in particular recruitment challenges. The Local Area invests significant funds in outreach and recruitment, but lacks, due to state regulatory and policy, a direct connection to identification of youth who have exited school.

**III. Describe how the local board, working with the entities carrying out core programs, will expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment, how the local board will facilitate the development of career pathways and co-enrollment, as appropriate, in core programs, and improve access to activities leading to an industry valued credential, as made available through the Industry-Valued Credential List published by the New Jersey Department of Labor and Workforce Development. Highlight how the local area's education and occupational training programs will include employability skills (soft skills) training, experiential learning opportunities; including classroom training, on-the-job training, internships, externship, registered apprenticeship and any other training methods that are delivered.**

As required under the Workforce Innovation and Opportunity Act of 2014, the GRWDB is in the process of competitively selecting a One Stop Operator. The GRWDB has viewed this process as an opportunity to expand access to employment, training, and education opportunities.

The GRWDB has also begun consideration of a Policy Resolution relative to supportive services as outlined in Workforce Innovation Notice 10-16(A). As has been noted, the GRWDB has begun to successfully address gaps in transportation education and resources related to training and employment. Expanded opportunities for needs related payments may allow to the Board to both strengthen its investment in transportation resources and expand resources to other needs, such as child care.

The GRWDB is committed to providing career navigation assistance through One-Stop Career Centers using broad based partnerships that expand access to employment, training, education, and supportive services for eligible individuals.

The GRWDB has established and adopted a strategic priority of focusing on career pathways, not just jobs that also represent a livable wage. Connected to the career pathways policy is the GRWDB strategic priority of focusing on collaborations and partnerships as a means of expanded opportunities for access to workforce education and training resources.

The GRWDB, through Greater Raritan Career Services, has required all One Stop Partners to agree to assurances for serving special populations. These assurances include providing easy access to services, including physical access, ensuring access to a full range of services, and consulting with the GRWDB and Greater Raritan Career Services if there are service delivery challenges.

As previously noted, the GRWDB has staffed a Business Services Specialist position. The GRWDB Business Services Specialist, in collaboration with the

local New Jersey Department of Labor and Workforce Development Business Services Representative and other partners, actively engages employers. This engagement results in knowledge of employer workforce needs which is transferred to the GRWDB for policy making purposes. The business engagement effort also results in identification of present job openings, which is transferred to Greater Raritan Career Training Services while the state representative leverages state-wide resources.

The GRWDB Business Services Specialist is also in regular contact with representatives of the New Jersey Talent Networks in order to expand access to employment, training, and education.

**IV. Describe the strategies and services that will be used in the local area in order to facilitate engagement of employers, including small employers and employers in in-demand industry sectors and occupations, in workforce development programs, support a local workforce development system that meets the needs of businesses in the local area, better coordinate workforce development programs and economic development, strengthen linkages between the one-stop delivery system and unemployment insurance programs, and create linkage during program delivery between individual customers and employers.**

GRWDB activities include engaging employers in targeted industry sectors, helping coordinate the delivery of programs, and creating linkages are focused on creating career pathways, expanding high-quality employer driven partnerships, and ensuring career navigation through career training services delivery.

The GRWDB has long been focused on engaging a variety of partners with a specific focus on ensuring that the workforce delivery system in the Local Area is focused on the needs of employers.

The GRWDB has established a Business Services function to work directly with partner agencies and institutions, including connecting the efforts of the New Jersey Talent Networks with local initiatives.

Through One Stop oversight the GRWDB reviews monthly Individual Training Account grant performance, and those industry sectors in which grants were awarded to individuals.

In November of 2016 the GRWDB began consideration of a Policy Resolution regarding incumbent worker training. While the Board continues to discuss the most effective way to implement such a program, it is likely that full implementation of an incumbent worker program will coincide with adoption of the Program Year 2017 Budget.

The GRWDB is fortunate to have created a direct connection between workforce development and delivery and economic development activities in the local area. In addition to having senior executives from each of the two regional business entities; the Hunterdon County Chamber of Commerce and the Somerset County Business Partnership, the Hunterdon County Economic Development Director serves on the GRWDB. The GRWDB has also taken a unique and creative approach to staffing the organization in a way that provides both financial and operational benefits. Somerset County, NJ presently staffs the GRWDB, with the Manager, Economic Development serving as the GRWDB Director.

The workforce and economic development connections the GRWDB has been able to create have served the local area by comprehensively delivering resources based on employer needs leading to retained employment and the expansion of employment opportunities in the Local Area.

Lastly, the Hunterdon Somerset Registered Apprenticeship Program Director serves on the GRWDB. This connection has led to greater awareness of and expanded opportunities for the registered apprenticeship program.

**V. Describe how the local board will drive an effective partnership between workforce development activities and economic development activities in both the local area and in the region. This will include a description of how the local board will coordinate local workforce investment activities with regional economic development activities that are carried out in the local area and how the Local WDB will promote entrepreneurial skills training and microenterprise services.**

The GRWDB is focused on local and regional partnerships, coordination, promotion, career pathways, high quality partnership, and regional collaboration throughout the workforce and economic development delivery systems. The GRWDB further recognizes the role that small and micro business enterprises play in creating a vibrant economic environment for job creation.

The Greater Raritan Workforce Development Board has become an active participant in North Jersey Partners, an existing organization that has assumed a leadership role in facilitating conversations among local areas in the New Jersey North Region.

The New Jersey North Region and the GRWDB Local Area face many of the same challenges in meeting the talent needs of employers. While these needs are diverse, certain themes emerge, transportation and accessibility among them.

Through our Business Services activities, the GRWDB has sought to engage the NJ Talent Networks in our policy development and consideration process, inviting

formal presentations to our Board and engaging staff in initiative specific meetings.

The GRWDB has also sought to have the interests of small, micro, and entrepreneurial business interests represented on the Board, with staff working regularly with the US Small Business Development Administration Small Business Development Center that serves the Local Area. The Service Core of Retired Executives (SCORE) provides valuable counselling to smaller enterprises by retired business executives.

It should also be noted that the North Jersey Transportation Planning Authority is a significant resource and partner in the 13 county Northern New Jersey region. The North Jersey Transportation Planning Authority, under a federal grant, established Together North Jersey as a platform for economic, workforce, transportation, and other related issues in the region.

One of the key focus areas for Together North Jersey, which the GRWDB supports, is on entrepreneurial development. Included in the Together North Jersey Action Plan are strategies around enhancing North Jersey's innovation and entrepreneurship ecosystem and aligning workforce training with industry needs.

It should also be noted that both Hunterdon County, NJ and Somerset County, NJ have federally approved Comprehensive Economic Development Strategies (CEDS) in place. Each of these strategy documents includes a significant focus on workforce development, workforce investments, and workforce growth and attraction.



**VI. Describe the one-stop delivery system in the local area, including how the local board will ensure the continuous improvement of one stop operator/ providers of services through the system and ensure that such providers meet the employment needs of local employers, and workers and jobseekers. Include in this description the local board's process for selecting and evaluating providers through solicitations (Requests for Proposals) for services, process for utilizing the Eligible Training Provider List (setting of local standards of the Eligible Training Provider List), review of sub-grantee budgets and reports, and a description of the local area's monitoring and compliance unit and their activities. Describe how the local board will facilitate access to services provided through the one-stop delivery system, including in remote areas, through the use of technology and through other means; such as distance learning. Describe how entities within the one-stop delivery system, including one-stop operators and the one-stop partners, will comply with section 188 of the Act regarding non-discrimination, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities. Describe the flow of services delivered at the One-Stop centers, including a discussion of the utilization of state and local staff for each area, in compliance with federal and state law, diagram of customer flow and services provision may be provided as an appendix to the plan, as appropriate. Describe the roles and resource contributions of the one-stop partners. This should include a description of the local Workforce Development Board's Memoranda of Understanding (MOU) agreements with the local one-stop partners and resource sharing agreements. Also include a description of the steps taken, and any agreements reached with partners, regarding One-Stop infrastructure costs and shared costs. These local MOUs and agreements should be included as attachments.**

The GRWDB has expressed the following vision for the One Stop Delivery system in the Greater Raritan Local Area.

- Creating an environment of continuous improvement in efficiency and effectiveness of workforce investments based on the needs of job seekers and employers.
- Setting high standards for all operating areas of the Greater Raritan Workforce Development Board, One Stop Operator, career services, and training services.



- Creating a culture where expectations are exceeded and accomplishments are recognized.
- Increasing the engagement of employers and job seekers with a focus on increasing satisfaction levels and performance outcomes.
- Expanding opportunities for employers and job seekers through increased market penetration with a focus on serving the needs of local businesses.
- Expanding opportunities and outcomes for youth populations with a focus on sustainable wage career employment.

The GRWDB is in the process of seeking proposals from eligible applicants to serve the Local Area in the role of One Stop Operator and to provide Career Services delivery to individuals based on available funding and consistent with the laws, regulations and guidelines of the Workforce Innovation and Opportunity Act of 2014 and Work First New Jersey program.

The Request for Proposals outlines the Scope of Services required by the Greater Raritan Workforce Development Board to provide One Stop Operator and Career Services consistent with federal Workforce Innovation and Opportunity Act and Work First New Jersey grant funds.

In general, the GRWDB envisions an operating structure where the Greater Raritan One Stop Operator is responsible for coordinating the service delivery of one stop partners in addition to providing career services and access to training services.

The Greater Raritan Workforce Development Board anticipates completing the One Stop Operator competitive selection process, consistent with public procurement laws, regulations and policies, by April 6, 2017.

The Greater Raritan Workforce Development Board has been, and will continue to be, focused on the effectiveness of training as delivered by eligible providers. It is anticipated that further formal policy discussions will occur when a competitively selected One Stop Operator is in place. It is further anticipated that future discussions on effectiveness and efficiency will be based on previous discussions that included costs (including costs to individuals not covered under Individual Training Account grants), performance, service to job seekers and employers in the Local Area, and expanded opportunities.

The Greater Raritan Workforce Development Board further anticipates adopting policies regarding supportive services and specifically needs related payments. The Board sees an opportunity where certain employment related costs borne by Individual Training Account recipients could reduce the out of pocket expenditures of job seekers.

Greater Raritan One Stop Career Services, consistent with a Joint Agreement between the Hunterdon County and Somerset County Boards of Chosen Freeholders, is a unique division within the Somerset County Department of Human Services. This arrangement will be subject to the competitive selection process outlined in the Workforce Innovation and Opportunity Act as noted above.

One Stop Employment Services are conducted by the NJ Department of Labor and Workforce Development as a location in Somerville, NJ.

Greater Raritan Career Services maintains two locations; one in Somerville, NJ and one in Flemington, NJ. This arrangement is consistent with the bi-county nature of the Local Area.

Greater Raritan Career Services provides space to New Jersey Department of Labor and Workforce Development staff at the Flemington location, as the Department lacks a One Stop Employment Service office in Hunterdon County.

Greater Raritan Career Services provides both “One Stop” and Direct Services to the GRWDB. One Stop activities include convening regular conversations with One Stop Partners, including One Stop Employment Services, and contracting for specific direct services through competitive processes.

New Jersey Workforce Innovation Notice 5-16 provided initial guidance on co-enrollment procedures. The additional procedures provided in this document relate to data entry in America’s One-Stop Operating System (AOSOS) and the forwarding of records to the one-stop operator.

**VII. Describe and assess the type and availability of adult and dislocated worker employment and training activities in the local area. Include a description of how your education and occupational training programs will include employability skills training content (soft skills) that prepares workers for a range of workplace activities and behaviors and a range of skills that are required to succeed in today’s workforce.**

The GRWDB invests approximately \$1,000,000 a year of Workforce Innovation and Opportunity Act Adult and Dislocated Worker funds in Individual Training Accounts for employment and training. The GRWDB has met or exceeded all performance measures with respect to these programs, therefore qualifying them as successful.

Adult and Dislocated Worker services within Greater Raritan Career Services include career services and access to training services.

The GRWDB has also implemented local assessment tools that help insure career path related credentials and targeted industry connections focused on the needs of employers.

An integral component of adult and dislocated worker investments is individual assessments. Greater Raritan Career Services uses a number of tools in order to inform career path and employment decision making, and thus the investment of education and training funds.

Soft skills are a critical competency and the GRWDB expects that all career services include this component. Soft skills have been built into many of the workforce development training programs offered by Raritan valley Community College, an initiative the GRWDB supports.

From an assessment perspective, the GRWDB is focused on how effectively Adult and Dislocated Worker investments are serving the needs of employers and residents in the Local area. Unfortunately, attempts to secure data on where Individual Training Account grant recipients have found employment have been unsuccessful. As a result, it is expected that other local steps may be taken to ensure the GRWDB has the appropriate data as it evaluates policy and governance decisions.

The GRWDB is also considering a Policy Resolution for incumbent worker training as permitted under the Workforce Innovation and Opportunity Act.

**VIII. Describe how the local board will coordinate workforce development activities carried out in the local area with statewide rapid response activities, as described in section 134(a)(2)(A) of the Act.**

The GRWDB has been and remains committed to engaging with our state partners on rapid response activities.

The GRWDB has committed, and will continue to make available, local area Business Services staff to work with state representatives in responding to announced closings and lay-offs through the Worker Adjustment and Retraining Notification Act (WARN).

In the event of a disaster, mass layoff, or plant closing, the GRWDB is available to receive additional assistance from state and federal entities relative to economic recovery and workforce employment.

With close ties to economic development, the GRWDB also views incumbent worker training as a job retention tool with the possibility of averting lay-offs before they happen.

- IX. Youth Activities:** Describe and assess the type and availability of youth workforce development activities in the local area, including activities for youth who are individuals with disabilities, which description and assessment shall include an identification of successful models of such youth workforce development activities. Local Areas should use their WIA to WIOA Youth Transition Plans as the baseline for this section and may add additional activities and plans if developed since those Plans were submitted. Describe how your area will satisfy the requirement for 75% of WIOA Title I Youth funds to be used for Out-of-School Youth, and 20% of total youth funds to be used for work experience activities. Describe the design framework for youth programs in the local area, and how the 14 program elements required in § 681.460 are to be made available within that framework. Clarify how and if the area will be securing any youth program elements without the procurement of programs and services.

**Disconnected Youth (Ages 16-24)**

	Hunterdon County	New Jersey	United States
Number	2,295	124,877	5,527,000
Percent	16.9%	12.1%	13.8%

Source: The Opportunity Index

**Disconnected Youth (Ages 16-24)**

	Somerset County	New Jersey	United States
Number	2,795	124,877	5,527,000
Percent	8.7%	12.1%	13.8%

Source: The Opportunity Index

With respect to Workforce Innovation and Opportunity Act activities, the Greater Raritan Workforce Development Board, through Greater Raritan Career Services, provides significant youth workforce development resources.

There are many other partners in the Local Area serving youth, and the availability of resources, beyond those of federal and state workforce investments, varies by definition and entity.

Two significant institutions in the Local Area, The Matheny School and The Midland School, serve youth with disabilities. Additionally, the Bonnie Brae

School is a residential treatment center for boys with nearly 100 students on the main campus in Bernards Township.

Both Hunterdon County, NJ and Somerset County, NJ maintain Youth Services Commissions established in accordance with N.J.S.A. 52:17b-169. The Greater Raritan Workforce Development Board and Greater Raritan Career Services are directly connected with Youth Services Commissions in both counties and are directly and in-directly connected with many of the agencies represented on the Commissions.

Youth Services Commissions are charged with the task of defining troubled populations in order to assess their needs and develop programs and services to meet these needs. This process is accomplished by bringing together leaders from a variety of disciplines and engaging them in a proactive group process to focus on examining the needs of our troubled youth, developing solutions in the service delivery system, sharing the system so that it can be truly effective, and planning for the future to benefit all of our county's youth.

Northwest NJ Community Action Partnership (NORWESCAP) is represented on the Greater Raritan Workforce Development Board and conducts a variety of programs that focus on providing services to children for their development and happiness.

Hunterdon County Polytech and Somerset County Vocational High School are represented on the Greater Raritan Workforce Development Board and provide significant educational and workforce training and education resources to youth.

Raritan Valley Community College, also represented on the Greater Raritan Workforce Development Board can be defined as serving youth, depending on the age range definition, with education and workforce training resources.

The Greater Raritan Workforce Development Board is continually reviewing best practices and successful models undertaken by other local areas throughout the country for applicability to the Hunterdon and Somerset Counties, NJ.

As a proactive measure, in 2014 the Greater Raritan Workforce Development Board appointed a Youth task Force to conduct an investigation and review of best practices and successful models. Both Board and outside representatives participated in this review.

The findings of the Youth Task Force were subsequently presented to and adopted by the Greater Raritan Workforce Development Board as policy direction for staff to follow in serving youth with federal workforce investment grant funds.

Since October of 2015 the GRWDB, through Greater Raritan Career Training Services, has been serving youth in the expanded 16 to 24 age eligibility range as required under the Workforce Innovation and Opportunity Act (WIOA).

Additionally, since October of 2015, the GRWDB, through Greater Raritan Career Training Services, has incorporated the revised income eligibility parameters for serving youth as required under WIOA.

Lastly, Greater Raritan Workforce Development Board (GRWDB), through Greater Raritan Career Training Services, has had a 100 percent investment in serving Out of School Youth with federal workforce investment funds.

Having incorporated the expanded age eligibility range, adopted revised income eligibility requirements, and focused our efforts to 100 percent serve out of school youth the GRWDB is in substantial compliance with the new federal workforce law.

All 14 program elements required in § 681.460 are incorporated into the Scope of Work in the Request for Proposals to provide youth with work readiness education and training within the Local Area. Also included within the Scope of Work is the requirement for the successful respondent to deliver an in-demand industry recognized credential as part of the services to youth.

The Greater Raritan Workforce Development Board, through Greater Raritan Career Services, uses competitive processes in securing services for youth where federal workforce investment grant funds are involved. In issuing Requests for Proposals, the 14 program elements required in 681.460 are documented as services to be made available to eligible participants.

The only element of Greater Raritan Youth workforce investment programs and services not procured are the two (2) youth counselling staff within Greater Raritan Career Services.

**X. Describe how the local board will coordinate education and workforce development activities carried out in the local area with relevant secondary and postsecondary education programs and activities to coordinate strategies, enhance services, and avoid duplication of services.**

The Greater Raritan Workforce Development Board has shared with and encourages secondary and post-secondary education providers in the Local Area to consider and incorporate GRWDB strategic priorities in their programs.

Where appropriate, the GRWDB reviews and comments on grant applications prepared by secondary and post-secondary education providers, providing suggestions and comments where applicable.



The GRWDB maintains a robust distribution list for communicating information to partners, including representatives of secondary and post-secondary, and has engaged the NJ Department of Education County Executive Superintendent of Schools in discussions on strategic initiatives.

As noted elsewhere in the GRWDB Local Plan, the Superintendents of both Hunterdon County Polytech and Somerset Vocational and Technical High School are Members of the GRWDB, and are thus directly engaged in the coordination of strategies and efforts avoid duplication of services.

The GRWDB maintains close ties with academic and non-academic (workforce) leadership at Raritan Valley Community College, the bi-county institution serving both Hunterdon and Somerset Counties, New Jersey.

**XI. Describe how the local board will coordinate workforce development activities carried out under this title in the local area with the provision of transportation, including public transportation, and other appropriate supportive services such as; child care and public housing.**

Transportation in the Greater Raritan Local Area is car dependent, reflecting suburban development patterns. While both Hunterdon and Somerset Counties are served by bus and rail, these services are generally directed at commutation in and out of urban centers such as Newark, NJ and New Your City, NY.

Too often, job seekers apply for jobs for which they have no transportation to get to work once hired. This lack of reliable transportation jeopardizes sustained employment.

Intra-county transportation, other than walking, bicycling, and car, is supported by county level transportation resources. With a lack of employment and population densities, such as those found in more urban environments, the costs of public transportation outweigh ridership potentials.

While both Hunterdon and Somerset Counties locally sponsored transportation resources, operating hours/days are often geared towards the traditional Monday-Friday, 9 to 5 work day. The system does not adequately serve the second, third or weekend shifts at the low wage jobs in the retail, hospitality, healthcare, warehouse or food service sectors. These are exactly the types of jobs many of these clients secure.

The Greater Raritan Workforce Development Board has, since 2012, identified the critical role that transportation plays in employment. The Local Area is fortunate to be served by two state and federally supported Transportation Management Associations (TMA's); HART in Hunterdon County, NJ and RideWise in Somerset County, NJ.



As an example of a focus on partnerships and collaborations, the Local Area brought together HART, RideWise, and Greater Raritan One Stop Career Services for a conversation on how to better serve the transportation needs of program eligible clients.

In January 2016, RideWise and the Greater Raritan One Stop Center began a six-month pilot titled "Needs Based Work Support". The goal was to help individuals on public assistance find employment that was accessible by transit.

RideWise provides monthly transit training to individuals who are looking for jobs. Classroom based and/or hands on trainings are conducted through the Board of Social Services for WorkFirst NJ Job Readiness clients and WorkFirst TANF (Temporary Aid for Needy Families) clients. The goal of the travel training is to help clients expand their job search radius and identify potential job opportunities that are accessible by the bus and/or train.

HART also utilized the pilot program to identify and inventory transportation gaps within Hunterdon County. This included an evaluation of the days of service, hours of service, origin and destination data and geographic areas within Hunterdon County particularly hard hit by a lack of transportation. This information is being compiled into a report that will be shared with the Greater Raritan Workforce Development Board and the Hunterdon County LINK Transportation System.

However, in some cases, public transit isn't always adequate. The client may work days or hours when the buses aren't in operation. The distance between where the bus/train stops and the employment site may not be served by transit. In these instances, on-demand rides are necessary.

The One Stop referred 24 clients on assistance to RideWise. 13 of the 24 clients received travel training, an individualized transportation plan, and bus/rail passes. 2 of the 13 clients found jobs and subsequently saved enough money to purchase a car. 3 others found jobs and used the transit passes to access those jobs. The remaining 8 were using the transit passes to find jobs when the pilot ended June 30, 2016. What we learned from the pilot was, even when clients found employment along transit, point-to-point rides were still necessary for after-hours or weekend work shifts.

The travel training and bus/rail passes helped clients access interviews and broaden their job search radii. However, point to point rides were still critical for some clients. RideWise provided these clients with point to point rides through a partnership with a local transportation vendor.

The number of clients who received point to point rides totals 4. The total number of rides provided was 46.

The primary challenge in the Local Area with respect to child care, as relates to federal and state workforce investments under the purview of the Greater Raritan Workforce Development Board, is the inability of childcare providers to offer services at the state payment rate. As a result there is only 1 provider in the Local Area accepting children of Work First NJ clients.

**XII. Describe plans and strategies for, and assurances concerning, maximizing coordination of services provided by the State employment service under the Wagner-Peyser Act (29 U.S.C. 49 et seq.) and services provided in the local area through the one-stop delivery system, to improve service delivery and avoid duplication of services.**

There are a number of functions carried out by the State of New Jersey under the Wagner-Peyser Act. State Wagner-Peyser functions have been documented in the NJ Combined State Plan, Workforce Innovation and Opportunity Act (September 2016).

The Greater Raritan Workforce Development Board and Greater Raritan Career Services are committed to maximizing coordination and seamlessly, efficiently, and effectively providing clients with services regardless of their entry point.

As documented in the NJ Combined State Plan, Workforce Innovation and Opportunity Act (April 2016), effective July 1, 2016 all WIOA Title I and WIOA Title III (Wagner-Peyser) participants will be co-enrolled in both programs. This intent applies to all Local Areas and will improve service delivery and avoid duplication.

It expected that the State of New Jersey will make training available to One Stop Career Center staff through Workforce Innovation and Opportunity Act Technical Assistance, that will contribute to better coordination between Unemployment Services and Career Services, particular as relates to individuals with disabilities. Combined with cross-training of staff the Local Area expects to build upon the already close working relationship between these two functions with a focus on world-class customer service.

**XIII. Describe how the local board will coordinate workforce development activities carried out under this title in the local area with the provision of adult education and literacy activities under Title II in the local area, including a description of how the local board will carry out, consistent with subparagraphs (A) and (B)(i) of section 107(d)(11) and section 232, the review of local applications submitted under Title II.**

The GRWDB considers Title II Adult Literacy activities as a key activity that represent the foundation of building career pathways that lead to industrial valued credentials.

The GRWDB believes it is also necessary to adult literacy clients with career navigation assistance through One-Stop Career Centers and thus other partners.

- a. This section must include a description of how the local area will effectively refer one-stop clients to WIOA Title II programs and how Title II program recipients will access one-stop center services. Include information about existing and planned efforts for co-location and co-enrollment of title II activities within the one stop system.

It is envisioned that all Title II Adult Literacy clients will be co-enrolled through America's One Stop Operating System. This will provide easy transition for clients seeking to access resources and tools available throughout the Local Area partner network.

- b. Describe all literacy services including those provided through the workforce learning link, WFNJ and any other WIOA program and services.

Workforce Learning Link activities are funded by the Greater Raritan Workforce Development Board, through Greater Raritan Career Services, under a contract with the Hunterdon County Educational Services Commission. Hunterdon County Educational Services Commission serves clients in both Hunterdon and Somerset Counties, NJ. This nominal, \$43,000 contract, has proven effective.

The Workforce Learning Link merges computer-based, self-paced learning with staff-assisted instruction in convenient locations for job seekers. This innovative approach is designed to assist anyone who needs to prepare for the high school equivalency exam or improve math, reading, English language, workplace and/or basic computer skills in order to be a more productive worker. Locations include 8 Bartles Corner Road, Suite 205, Flemington, NJ and 27 Warren Street, 2nd floor, Somerville.

The Hunterdon County Educational Services Commission additional provides adult literacy education, high school equivalency preparation, and certain other competency based skills programs funded through

other grant sources not under budget and performance outcome oversight authority of the GRWDB.

A Somerset County Library System based “Adult Literacy and Community Library Partnership Pilot Grant Program” (ALCLP) is also in place in the Local Area. The purpose of the ALCLP pilot grant program is to create direct partnerships between local libraries and New Jersey’s Federal WIOA Title II adult literacy instructional service providers.

Since early 2016, the Greater Raritan Workforce Development Board has been in discussions with Title II providers regarding the College and Career Readiness Standards, and consulted with local adult education and literacy providers on required consultation with the Greater Raritan Workforce Development Board.

Discussions regarding the provision of Title II Adult Education and Literacy have focused on the workforce investment priorities expressed by the Greater Raritan Workforce Development Board, identification of gaps in services, and opportunities for greater collaboration.

Several opportunities have been identified and are being explored for implementation. It is likely that details regarding any new collaborative efforts at the Local Area level will be contingent on determination by the NJ Department of Labor and Workforce Development regarding the release of funding on a regional (as opposed to local) basis in FY 2017.

c. Describe the referral process out of literacy program into a career pathway.

The Greater Raritan Career Services One Stop Operator has direct oversight authority over the Workforce Learning Link contract with the Hunterdon Educational Services Commission. The contractual arrangement ensures appropriate referral of clients out of literacy programs and into career pathways. The Hunterdon County Educational Services Commission is a signatory to the GRWDB One Stop Partner Memorandum of Understanding.

**XIV. Describe the replicated cooperative agreements (as defined in section 107(d)(11)) between the local board or other local entities described in section 101(a)(11)(B) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)(B)) and the local office of a designated State agency or designated State unit administering programs carried out under title I of such Act (29 U.S.C. 720 et seq.) (other than section 112 or part C of that title (29 U.S.C. 732, 741) and subject to section 121(f)) in accordance with section 101(a)(11) of such Act (29 U.S.C. 721(a)(11)) with respect to efforts that will enhance the provision of services to individuals with disabilities and to other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination. Describe in this section what internal mechanisms will support these initiatives and how these technical assistance initiatives are coordinated with or supported by the Department of Vocational Rehabilitation and the New Jersey Commission for the Blind and Visual Impaired.**

The GRWDB is committed to serving the populations referenced and described.

As one example, the GRWDB Business Services Specialist maintains direct contact with local Division of Vocational Rehabilitation (DVRS) staff, which aids in implementation of Employment First policies established by the State of New Jersey.

The GRWDB, through Greater Raritan Career Services, has provided office resources in Flemington, NJ in order to further connections between staff DVRS and Career Services staff.

A state DVRS representative is an appointed member of the GRWDB.

All of these activities are undertaken with a view towards helping consumers to secure integrated, competitive employment through counseling and guidance, vocational assessment and training, and supported employment.

The GRWDB recognizes DVRS as a critical part of Workforce Development, along with the NJ Department of Labor and Workforce Development and expects to continue its cooperative relationship with state and community-based agencies to collaborate on programs that will promote the empowerment and economic independence of individuals with disabilities in an effort to encourage employment.

**XV. Identify the entity responsible for the disbursement of grant funds described in section 107(d)(12)(B)(i)(III), as determined by the chief elected official or the Governor under section 107(d)(12)(B)(i).**

The County of Somerset, New Jersey has been designated by the Boards of Chosen Freeholders of the Counties of Hunterdon and Somerset, through a Joint Agreement, as the Fiscal Agent for federal and state workforce investment grants funds. The Somerset County (NJ) Department of Finance and Administrative Services is responsible for disbursement of funds consistent with the Annual Local Area budget.

The Board of Chosen Freeholders of the County of Somerset, NJ serves to accept grant funds as made available through Notices of Obligation provided to the Local Area by the State of New Jersey.

**XVI. Describe the competitive process to be used to competitively select the One-Stop Operator, and to award the sub-grants and contracts in the local area for activities carried out under WIOA Title I.**

The Greater Raritan Workforce Development Board is established under an Agreement between the Boards of Chosen Freeholders of the Counties of Hunterdon and Somerset, NJ. This Agreement, among other conditions, places the Somerset County Department of Finance and Administration as the Fiscal Agent for the Local Area. The Somerset County Purchasing Office is a division of the Somerset County Department of Finance and Administration and, as such, all procurement will be conducted consistent with public contracting laws and regulations.

The Greater Raritan Workforce Development Board, since March of 2016, has been engaged in conversations on the competitive selection process for One Stop Operator services as defined in the Workforce Innovation and Opportunity Act.

On September 8, 2016 the Greater Raritan Workforce Development Board engaged in detailed discussion on the scope of a Request for Proposals for One Stop Operator services based on the materials presented. This discussion resulted in policy direction to staff based on previous conversations and the latest information available from state and federal entities.

In summary, the Greater Raritan Workforce Development Board anticipates the following schedule for competitive selection of One Stop Operator services.

- Board Policy Direction (September 8, 2016)
- Presentation of draft RFP (October 13, 2016)
- Approval of final draft (November 10, 2016)
- Issuance of RFP (December 1, 2016)
- Receive Responses (February 28, 2017)



- Evaluation Complete (March 14, 2017)
- Award (March 28, 2017)
- Contract(s) finalized (April 28, 2017)
- PY 2017 Budget Preparation (May & June 2017)

The GRWDB has established the following vision for One Stop Operator and Career Services under a competitive solicitation:

- Creating an environment of continuous improvement in efficiency and effectiveness of workforce investments based on the needs of job seekers and employers.
- Setting high standards for all operating areas of the Greater Raritan Workforce Development Board, One Stop Operator, career services, and training services.
- Creating a culture where expectations are exceeded and accomplishments are recognized.
- Increasing the engagement of employers and job seekers with a focus on increasing satisfaction levels and performance outcomes.
- Expanding opportunities for employers and job seekers through increased market penetration with a focus on serving the needs of local businesses.
- Expanding opportunities and outcomes for youth populations with a focus on sustainable wage career employment.

**XVII. Describe how the local levels of performance negotiated with the Governor and chief elected official pursuant to section 116(c), will be used to measure the performance of the local area and will be used by the local board for measuring the performance of the local fiscal agent (where appropriate), eligible providers under subtitle B, and the one-stop delivery system, in the local area. Describe any additional performance measures developed or used locally.**

The GRWDB is proud of the fact that, through the work of Greater Raritan Career Services as the One Stop Operator, it has met or exceeded established performance measures.

The GRWDB reviews, on a monthly basis, a performance dashboard. The local performance dashboard was developed at the request of the GRWDB as a tool for monitoring and measuring performance in the Local Area.

The GRWDB also reviews, on a monthly basis, financial reports for the Local Area. These detailed financial reports, combined with the monthly dashboard, describe for the GRWDB investments and activities undertaken to achieve prescribed performance outcomes.

The GRWDB and Greater Raritan Career Services undergo an annual audit by the State of New Jersey. Both entities are additionally subject to the County of Somerset, New Jersey single audit as both operate as divisions of the county.

## XVIII. Describe the local board as follows:

- d. Membership: provide a list of members, and indicate alignment with new requirement per SETC policy #2015-01 and WIOA. Include description of how membership aligns with New Jersey key industries and local area priorities.

GRWDB Membership aligns with New Jersey key industries and local area priorities through inclusion of representatives of health care, technology, finance, entrepreneurship, and advanced manufacturing. Additionally, representatives of the two county-wide Chambers of Commerce represent a broad based view of the local economy and employer needs.

Business Members: Must comprise 51% of membership					
Seat 1	Chair	Kocis	Violet	Vice President, HR	Hunterdon Health Care at Hunterdon Medical Center
Seat 2	Vice Chair	Grzella	Paul	General Manager/Editor	Courier News/Home News Tribune/mycentraljersey.com
Seat 3	Treasurer	Borkowski	Thomas	Director, Personal Trust	Amboy Bank
Seat 4		Brooks	Susan	Executive Director	IEEE
Seat 5		Kerwin	Michael	President/CEO	Somerset County Business Partnership
Seat 6		Longo	Robert	Manager	Bob Longo Consulting
Seat 7		Menon	Raj	Assistant Vice President	Unity Bank
Seat 8		Shah	Maulik	Owner	Invonto LLC
Seat 9		Paul	Steck	President	Exothermic Molding, Inc.
Seat 10		Cowan	Thomas	CEO	Cowan Financial Services
Seat 11		Christopher	Phelan	President, CEO	Hunterdon County Chamber of Commerce
Economic Development: 1 member required, counted as business member					
Seat 12		Marc	Saluk	Director, Economic Development	Hunterdon County
Organized Labor and Community-Based Organizations: Must comprise 20% of membership					
Seat 13		Newhard	Terry	Director	NORWESCAP
Seat 14		Titus	Mark	Director	Hunterdon County Library System
Seat 15		Zabowski	Jill	Director of Placement and Program Development	Center of Educational Advancement
Seat 16	Secretary	Hala	Joanne	Director, Workforce Development	United Way of Northern New Jersey
Seat 17		Turrene	Ed	County Apprenticeship Coordinator	Hunterdon County Polytech
Education Representatives: 3 members required (additional members optional)					
Seat 18	Required	Amar	Dr. A.D.	Professor of Management	Seton Hall University
Seat 19	Required	Boronkas	Michelle	Executive Director, Workforce Development	Raritan Valley Community College
Seat 20	Required	Metz	Kim	Superintendent	Hunterdon County Vocational School
Seat 21		Harttraft	Chrys	Superintendent	Somerset County Vocational Technical School
Government Partners: 2 members required (additional members optional)					
Seat 22	Required	Echeverri	George	Manager	ES / Wagner-Peyser Representative
Seat 23	Required	Fishbein	Janice	Manager	DVRS Representative
Seat 24		Hammerstone	Christine	Division Head	Hunterdon County Board of Social Services

e. Discuss recruitment plans to address any deficiencies.

The GRWDB is continuously reviewing industry representation membership. It is anticipated that a representative of the utility industry will join the Board in 2017. Efforts are also underway to gain representation from the life sciences industry.

The GRWDB regularly discusses membership, with a focus on having individuals with the interest, knowledge and background necessary to set workforce investment policy and provide oversight of workforce investment grants in the Local Area.

The GRWDB considers membership recruitment to be an on-going effort, and has developed and maintains a prospective member application process.

Once considered, the GRWDB then engages in a recommendation process, requesting appointment of a prospective member by the appropriate Board of Chosen Freeholders in either Hunterdon or Somerset Counties.

f. Describe development/training programs with board members.

Staff and volunteer leadership, if available, meet one on one with new and prospective members. The purpose of this orientation meeting is to review personally the GRWDB Orientation and Member Handbook, as well as answer any questions the prospective member might have. The GRWDB Member Orientation Guide and Handbook is included as Attachment 8.

g. Describe the actions the local board will take toward becoming or remaining a high-performing workforce development board, consistent with the factors developed by the State.

In order to remain a high-performing Board and insure proper Member Orientation, a Member Orientation and Handbook was developed and adopted in 2016. The Handbook contains valuable information on the structure of workforce delivery activities, background on federal and state workforce grants, training and education activities, and expectations for Member participation and engagement.

**XIX. Describe staff and partner development and training efforts. Provide plans/timeline for such trainings. Include both local and partner staff efforts.**

GRWDB staff has participated in training offered by the NJ Department of Labor and Workforce Development as they seek to deploy Salesforce, a database software tool use for managing client, in this case business, contacts, for the purpose of driving employment outcomes.

GRWDB staff has also participated in education and training sessions offered through the Garden State Employment and Training Association. This training and education has focused on new and innovative ideas in setting workforce policy and delivering workforce resources.

Greater Raritan Career Services staff participates in numerous program and career development education and training. Select staff at Greater Raritan Career Training Services have participated in the Somerset County leadership development program and taken advantage of numerous training opportunities offered by the County.

**XX. Describe how training services under chapter 3 of subtitle B will be provided in accordance with section 134(c)(3)(G), including, if contracts for the training services will be used, how the use of such contracts will be coordinated with the use of individual training accounts under that chapter and how the local board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided. Within this section, be sure to address how training will lead to industry-valued credentials.**

The GRWDB has not and does not anticipate the use of any Training Contracts, favoring instead the use of Individual Training Accounts as the most effective way for the Local Area to meet the future workforce needs of employers.

The GRWDB, through Greater Raritan Career Services, informs all customers of their ability to choose a training provider. Customer choice, and the evaluation tools available, including New Jersey Training Opportunities website (NJTOPPS) and the New Jersey's Eligible Training Provider List (ETPL) during required training grant orientation sessions.

This approach insures informed customer choice.

Through a combination of counselling, group orientations, and self-directed labor market research, customers are provided with the tools and knowledge necessary to make informed decisions on education and training that will lead to a certificate or credential in an occupation that is in-demand.

As previously noted, the GRWDB provides direct policy and performance oversight through a monthly review of training grants issued, the Talent Network industry sector within which the training grant was issued, and employment and wages outcomes against which the Local Area is measured.

**XXI. Describe process to create the local plan, and provide assurances that it was an open and transparent process, including:**

- a. List and describe any meetings of workgroups, taskforces or similar efforts. Documentation of these meetings, including minutes and attendees, must be maintained locally. Include a list of the participants and their organizations. (This should include local elected officials, local public entities, regional and local economic development partners, WIOA system partners such as Adult Education and Literacy providers, community colleges, Talent Networks, Talent Development Centers and other entities with a stake in the local workforce system and plan.)

The GRWDB Local Area Plan 2016 to 2020 has been developed in-house by GRWDB staff.

In responding to guidance provided by the NJ State Employment and Training Commission on August 19, 2016, the Greater Raritan Workforce Development Board Executive Committee reviewed Local Area Plan efforts at their September 8, 2016 meeting.

The Greater Raritan Workforce Development Board has directed staff to conduct both targeted and general outreach prior to the October 13, 2016 Local Area Board discussion. Specifically staff has been asked to develop and distribute a survey based on the Strategic Priorities of the Local Area. The survey will be designed to determine what, if any, updates and/or amendments need to be made to those priorities based on current conditions.

As a result of policy direction provided by the GRWDB, staff has been in contact with key partners in the Local Area. These include Rutgers, the State University of New Jersey, Raritan Valley Community Hunterdon, Hunterdon County Poly-tech, Somerset County Vo-Tech, the Somerset County Library System, the Title II Adult Literacy Consortium, and the Greater Raritan One Stop Operator, to name a few.

On October 24, 2016 an initial draft of the Greater Raritan Local Area Plan was made available for public comment and distributed directly to staff contacts at partner agencies, the NJ Talent Networks, Greater Raritan career Services and others.

The GRWDB approved submission of our Local Area Plan, 2016 to 2020, at their regularly scheduled December 8, 2016 meeting. Consistent with established requirements, the GRWDB has made our draft Local Area Plan available for comment beginning on October 24, 2016. In addition, we also undertook direct distribution of our draft Plan to a wide audience of Board Members, partners, and other interested parties. We have received some valuable comments which have been incorporated.

- b. Describe the process used by the local board to make available copies of the proposed local plan to the public, through electronic and other means such as public hearings and local news media; ensuring that the document was made available in accessible formats.

In addition to the distribution on October 24, 2016, the draft Local Area Plan was posted on the web sites of the GRWDB, the County of Hunterdon and the County of Somerset.

Availability of the draft Local Area Plan was communicated by way of announcements on the web sites of Hunterdon and Somerset Counties, the Hunterdon County Chamber of Commerce, and the Somerset County Business Partnership.

- c. Describe the process used to provide an opportunity for public comment, including comment by representatives of businesses, representatives of labor organizations, and representatives of education and input into the development of the local plan, prior to submission of the plan. Describe any additional local requirements or processes for local public comments. Provide a list of stakeholders who were notified of the opportunity for public comment. Include as an attachment to the Local Plan any such comments including those that represent disagreement with the plan.

All comments on the plan are directed to staff at the GRWDB through e-mail. Comments received were reviewed by the GRWDB Executive Committee at their November 10, 2016 meeting.

The GRWDB directed that all comments received be consolidated into an Attachment for inclusion as part of the final draft for submission to the State, regardless of whether or not the comment(s) had been incorporated.

## **XXII. Describe how one-stop centers are implementing and transitioning to an integrated, technology-enabled intake and case management information system for programs carried out under this Act and programs carried out by one-stop partners.**

The Greater Raritan Local Area has begun implementing, and, where necessary, transitioning, to an integrated, technology enabled intake and case management system.

Greater Raritan Career Services Memorandum of Understanding between the Local Area and One Stop Partners specifies the use of America's One Stop Operating System (AOSOS) as the platform for integrated referral and case management needs.



As detailed in the New Jersey Combined State Plan for the Workforce Innovation and Opportunity Act (9/1/2016), the state is committed to supporting One-Stop Career Centers and is currently assessing case management system needs

The Local Workforce Development Board oversees the One-Stop Operator and counseling staff to manage triage, intake, and counseling for the systematic referrals of customers to the most appropriate programs offered by One-Stop partners to achieve more positive and prompt employment outcomes.

Work First New Jersey (WFNJ) employment and training services are integrated into integrated into One-Stop Career Center services within the Greater Raritan Local Area.

### **XXIII. Priority of Service:**

- a. Describe how the local board will ensure priority for adult career and training services will be given to recipients of public assistance, other low income individuals, and individuals who are basic skills deficient consistent with WIOA sec. 134(c)(3)(E) and § 680.600.

The Greater Raritan Local Area has not experienced any challenges in being able to serve all customers who present themselves for adult career and training services.

Historically, the Local Area has, as required, served out of county clients under adult career training services. If the GRWDB, in the future, faced a situation where funding constraints precluded serving all qualified and eligible individuals, it is likely that a policy would be established providing priority to Veterans, local income individuals, and individuals who are basic skills deficient.

The Local Area Memorandum of Understand among One Stop Partners recognizes the priorities established with the Workforce innovation and Opportunity Act and specifies assurances in serving special populations, including veterans, non-native English speaking, and those on public assistance.

- b. Veterans Services: Each local area must develop and describe its policy for providing Veterans services and maintaining the Priority of Service as required by USDOL.

The GRWDB and Greater Raritan Career Services works closely with State grant funded staff and in particular local Veterans Employment Representatives (LVERs).

The GRWDB Business Services Specialist interacts with the state LVER, while Greater Raritan Career Services, as the One Stop provider of direct services, ensures that resources are delivered to veterans as required.

The GRWDB also shares information with county Veteran's Affairs representatives as may be of interest from an training, education, and/or job search perspective.

As noted previously, Greater Raritan Career Services and NJ Department of Labor and Workforce Development Wagner-Peyser staff are in regular contact through formal "work flow/customer service" meetings. This interaction helps insure proper service to targeted populations.

It should be noted that the Greater Raritan Local Area is fortunate to be home to the Veteran's Administration- Lyons (Bernards Township) facility. In fact the GRWDB has helped facilitate discussions with representatives of veterans programs at the Lyons facility.

**XXIV. Additional Local Elements: Local boards may include any additional elements to the local plan that they believe are relevant that do not fit within the framework outlined above. In order to retain formatting and order of elements, all additional sections should begin with this item number and be placed here at the end of the plan.**

## **ATTACHMENT 1**

### **COMMUNITY ECONOMIC PROFILE HUNTERDON COUNTY, NEW JERSEY**

# Community Profile

## Population

	Hunterdon County	New Jersey	United States
2010 Population	128,349	8,791,894	308,745,538
2015 Population	127,905	8,918,440	318,536,439
2020 Population (proj.)	128,377	9,093,131	330,622,575
2010-2015 % Change	-0.3%	1.4%	3.2%
2015-2020 % Change	0.4%	2.0%	3.8%

Source: ESRI

## Diversity - Percent of Total Population

Race/Ethnicity	Hunterdon County	New Jersey	United States
White Alone	91.4%	66.4%	70.9%
Black Alone	2.7%	13.8%	12.8%
American Indian Alone	0.1%	0.4%	1.0%
Asian Alone	3.3%	9.3%	5.2%
Pacific Islander Alone	0.0%	0.0%	0.2%
Some Other Race Alone	1.2%	7.1%	6.7%
Two or More Races	1.3%	3.1%	3.3%

Source: ESRI

## Educational Attainment

Highest Level	Hunterdon County	New Jersey	United States
Less than 9th Grade	1.9%	5.5%	5.7%
9-12th Grade/No Diploma	3.6%	5.8%	7.5%
High School Diploma	20.4%	25.9%	23.6%
GED/Alternative Credential	1.9%	2.8%	4.1%
Some College/No Degree	16.1%	16.6%	21.0%
Associate's Degree	7.3%	6.5%	8.2%
Bachelor's Degree	28.6%	22.8%	18.6%
Graduate/Professional Degree	20.2%	14.2%	11.4%
<b>Total</b>	<b>90,102</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI

# Population & Demographics

Past and projected changes in population

Racial and ethnic distribution of Hunterdon County residents, compared to the state and nation

Educational attainment of Hunterdon County residents, compared to the state and nation

# Community Profile

## Household Income Distribution

	Hunterdon County	New Jersey	United States
<\$15,000	3.6%	9.0%	12.8%
\$15,000 - \$24,999	3.8%	6.8%	10.3%
\$25,000 - \$34,999	5.0%	8.8%	10.3%
\$35,000 - \$49,999	8.0%	12.2%	13.5%
\$50,000 - \$74,999	12.8%	15.2%	17.6%
\$75,000 - \$99,999	12.0%	13.6%	12.5%
\$100,000 - \$149,999	17.2%	15.7%	12.9%
\$150,000 - \$199,999	16.4%	8.8%	5.1%
\$200,000+	21.2%	9.9%	5.1%
<b>Total Households</b>	<b>47,807</b>	<b>3,264,662</b>	<b>120,744,617</b>

Source: ESRI

## Median Household Income

	Hunterdon County	New Jersey	United States
2010	\$100,980	\$69,811	\$51,914
2015	\$110,520	\$70,538	\$53,217
2020 (proj.)	\$124,924	\$79,556	\$60,683
2010-2015 % Change	9%	1%	3%
2015-2020 % Change	13%	13%	14%

Source: ESRI

## 2015 Households by Disposable Income

	#	%
<\$15,000	2,298	4.8%
\$15,000-\$24,999	2,664	5.6%
\$25,000-\$34,999	3,203	6.7%
\$35,000-\$49,999	4,910	10.3%
\$50,000-\$74,999	8,186	17.1%
\$75,000-\$99,999	5,691	11.9%
\$100,000-\$149,999	11,947	25.0%
\$150,000-\$199,999	4,718	9.9%
\$200,000+	4,190	8.8%
<b>Total</b>	<b>47,807</b>	<b>100%</b>
Median Disposable Income	\$ 84,988	
Average Disposable Income	\$ 100,984	

Source: ESRI

## Population & Demographics: Income

Household Income Distribution for Hunterdon County households, compared to the state and nation

Median Household Income for Hunterdon County households, compared to the state and nation

Distribution of Hunterdon County residents by amount of disposable income

# Community Profile

## Median Age

	Hunterdon County	New Jersey	United States
2010	43.4	38.9	37.1
2015	45.2	39.7	37.9
2020 (proj.)	46.2	40.4	38.6
2010-2015 % Change	4.1%	2.1%	2.2%
2015-2020 % Change	2.2%	1.8%	1.8%

Source: ESRI

## Age Distribution - Hunterdon County

	2010		2015		2020 (proj.)	
	#	%	#	%	#	%
0 - 4	6,023	4.7%	5,449	4.3%	5,282	4.1%
5 - 9	8,339	6.5%	7,394	5.8%	6,682	5.2%
10 - 14	9,745	7.6%	9,358	7.3%	8,324	6.5%
15 - 19	8,791	6.8%	8,653	6.8%	8,272	6.4%
20 - 24	6,231	4.9%	6,949	5.4%	6,454	5.0%
25 - 34	10,588	8.2%	11,140	8.7%	12,214	9.5%
35 - 44	17,938	14.0%	14,676	11.5%	14,761	11.5%
45 - 54	25,862	20.1%	23,560	18.4%	20,206	15.7%
55 - 64	18,488	14.4%	21,463	16.8%	22,998	17.9%
65 - 74	9,383	7.3%	12,078	9.4%	14,613	11.4%
75 - 84	4,922	3.8%	4,977	3.9%	6,259	4.9%
85+	2,039	1.6%	2,208	1.7%	2,312	1.8%

Source: ESRI

## Change in Population by Age - Hunterdon County

	2010-2015 Change		2015-2020 Change	
	#	%	#	%
0 - 4	-574	-9.5%	-167	-3.1%
5 - 9	-945	-11.3%	-712	-9.6%
10 - 14	-387	-4.0%	-1,034	-11.0%
15 - 19	-138	-1.6%	-381	-4.4%
20 - 24	718	11.5%	-495	-7.1%
25 - 34	552	5.2%	1,074	9.6%
35 - 44	-3,262	-18.2%	85	0.6%
45 - 54	-2,302	-8.9%	-3,354	-14.2%
55 - 64	2,975	16.1%	1,535	7.2%
65 - 74	2,695	28.7%	2,535	21.0%
75 - 84	55	1.1%	1,282	25.8%
85+	169	8.3%	104	4.7%

Source: ESRI

## Population & Demographics: Age

Past, current, and projected median age of residents of Hunterdon County, New Jersey, and the US

Past, current, and projected distribution of Hunterdon County residents by age

Past and projected change in the age distribution of Hunterdon County residents



# Community Profile

## Age Distribution (2015)

	Hunterdon County	New Jersey	United States
	%	%	%
0 - 4	4.3%	5.8%	6.2%
5 - 9	5.8%	6.2%	6.4%
10 - 14	7.3%	6.5%	6.5%
15 - 19	6.8%	6.4%	6.6%
20 - 24	5.4%	6.4%	7.2%
25 - 34	8.7%	12.8%	13.6%
35 - 44	11.5%	12.8%	12.6%
45 - 54	18.4%	14.6%	13.5%
55 - 64	16.8%	13.2%	12.8%
65 - 74	9.4%	8.6%	8.6%
75 - 84	3.9%	4.5%	4.3%
85+	1.7%	2.2%	1.9%
<b>Total</b>	<b>127,905</b>	<b>8,918,440</b>	<b>318,536,439</b>

Source: ESRI

## Disconnected Youth (Ages 16-24)

	Hunterdon County	New Jersey	United States
Number	2,295	124,877	5,527,000
Percent	16.9%	12.1%	13.8%

Source: The Opportunity Index

## Individuals with Disabilities\*

	Hunterdon County	New Jersey	United States
Number	9,221	819,666	34,655,705
Employed	27.2%	22.5%	22.5%
Unemployed	6.2%	5.0%	4.5%
Not In Labor Force	66.6%	72.5%	73.0%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S1811

\*noninstitutionalized population

## Population & Demographics: Age

Distribution of Hunterdon County residents, compared to the state and nation

## Targeted Populations

Residents aged 16 to 24 that are neither in school nor working, in the county, state, and nation

The employment prospects of individuals with disabilities in the county, state, and nation.

# Community Profile

## Veteran Population

	Hunterdon County	New Jersey	United States
Total	7,291	437,652	21,263,779
Working Age*	3,245	197,941	11,977,656
Employed	61%	68%	67%
Unemployed	16%	10%	9%
Not In Labor Force	22%	22%	25%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S2101

\*Ages 18-64

## Households with Income Below Poverty Line

	Hunterdon County	New Jersey	United States
Number	1,986	321,177	16,415,984
Percent	4%	10%	14%

Source: ESRI

## Labor Force (2015\*)

	Hunterdon County	New Jersey	United States
Employment	96.9%	93.8%	94.6%
Unemployment	3.2%	6.2%	5.4%

\*as of September 2015

Source: NJ DOL

## Labor Force - Hunterdon County

	2005	2010	2015*	2010-2015 % Change
Civilian Labor Force	71,100	68,400	66,817	-2.3%
Employment	68,900	63,350	63,806	0.7%
Unemployment	2,250	5,050	3,000	-40.6%

\*as of September 2015

Source: NJ DOL

## Labor Force Participation

	Hunterdon County	New Jersey	USA
Labor Force Participation Rate	72%	68%	65%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S1811

## Targeted Populations

Employment prospects of veterans in the county, state, and nation

Percentage of households living below the federal poverty line in Hunterdon County, New Jersey, and the United States

## Labor Force

Employed and unemployed Hunterdon County workers, compared to NJ and the US

Change in Hunterdon County's civilian labor force over time

Distribution of Hunterdon County residents, compared to the state and nation

# Community Profile

## Resident Employment in Hunterdon County By Occupation - 2015

Occupational Group	Hunterdon		New Jersey	USA
	#	%	%	%
<b>White Collar</b>	<b>50,036</b>	<b>76%</b>	<b>66%</b>	<b>60%</b>
Management / Business / Financial	15,249	23%	16%	14%
Professional	18,285	28%	24%	22%
Sales	8,251	13%	11%	11%
Administrative Support	8,251	13%	14%	14%
<b>Blue Collar</b>	<b>7,855</b>	<b>12%</b>	<b>17%</b>	<b>21%</b>
Farming / Forestry / Fishing	132	0%	0%	1%
Construction / Extraction	2,508	4%	4%	5%
Installation / Maintenance / Repair	1,716	3%	3%	4%
Production	1,518	2%	4%	6%
Transportation / Material Moving	2,046	3%	6%	6%
<b>Services</b>	<b>8,119</b>	<b>12%</b>	<b>17%</b>	<b>18%</b>
<b>Total</b>	<b>66,011</b>	<b>100%</b>	<b>4,340,882</b>	<b>147,789,353</b>

Source: ESRI

## Workforce Travel Time to Work

	2013	
	#	%
Less than 5 minutes	1,134	1.9%
5 to 9 minutes	4,496	7.7%
10 to 14 minutes	6,543	11.2%
15 to 19 minutes	6,020	10.3%
20 to 24 minutes	6,053	10.4%
25 to 29 minutes	3,678	6.3%
30 to 34 minutes	7,714	13.2%
35 to 39 minutes	2,432	4.2%
40 to 44 minutes	3,100	5.3%
45 to 59 minutes	8,030	13.7%
60 to 89 minutes	6,460	11.1%
90 or more minutes	2,799	4.8%

Source: ESRI

## Labor Force

Distribution of Hunterdon County residents by the type of occupation

## Commuting Patterns

Distribution of Hunterdon County by average commute to work

# Community Profile

## Jobs Counts by Places

### Where Workers Live - Primary Jobs

	2013	
	#	%
Hunterdon County, NJ	16,590	35.6%
Somerset County, NJ	4,430	9.5%
Warren County, NJ	4,000	8.6%
Northampton County, PA	2,885	6.2%
Middlesex County, NJ	2,294	4.9%
Bucks County, PA	2,228	4.8%
Morris County, NJ	1,902	4.1%
Mercer County, NJ	1,499	3.2%
Union County, NJ	1,350	2.9%
Essex County, NJ	994	2.1%
All Other Locations	8,368	18%
Total Primary Jobs	46,540	100%
Non-County residents as % of employees		64%

Source: OntheMap

## Jobs Counts by Places

### Where Workers are Employed - Primary Jobs

	2013	
	#	%
Hunterdon County, NJ	16,590	27.4%
Somerset County, NJ	10,517	17.4%
Middlesex County, NJ	5,517	9.1%
Morris County, NJ	4,479	7.4%
Mercer County, NJ	4,471	7.4%
Union County, NJ	2,770	4.6%
Essex County, NJ	2,062	3.4%
New York County, NY	1,664	2.7%
Bergen County, NJ	1,521	2.5%
Warren County, NJ	1,509	2.5%
All Other Locations	9,482	16%
Total Primary Jobs	60,582	100%
% of residents working outside of County		73%

Source: OntheMap

## Commuting Patterns

Analysis of where people who work in Hunterdon County live

Analysis of where Hunterdon County residents work

# Community Profile

## Industry Analysis, 2 Digit NAICS - Hunterdon County

NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings	% of All Jobs
11	Crop and Animal Production	658	1.01	\$39,414	1.2%
21	Mining, Quarrying, and Oil and Gas Extraction	44	0.15	\$134,997	0.1%
22	Utilities	81	0.42	\$143,146	0.2%
23	Construction	3,913	1.36	\$65,564	7.3%
31	Manufacturing	2,765	0.64	\$73,787	5.2%
42	Wholesale Trade	1,846	0.88	\$174,947	3.4%
44	Retail Trade	7,235	1.29	\$39,539	13.5%
48	Transportation and Warehousing	614	0.35	\$50,260	1.1%
51	Information	874	0.87	\$101,809	1.6%
52	Finance and Insurance	3,226	1.51	\$123,554	6.0%
53	Real Estate and Rental and Leasing	529	0.60	\$42,808	1.0%
54	Professional, Scientific, and Technical Services	5,000	1.47	\$106,706	9.3%
55	Management of Companies and Enterprises	910	1.21	\$198,124	1.7%
56	Administrative and Support and Waste Management and Remediation Services	1,947	0.58	\$46,785	3.6%
61	Educational Services	641	0.48	\$30,945	1.2%
62	Health Care and Social Assistance	6,955	1.04	\$61,199	13.0%
71	Arts, Entertainment, and Recreation	1,579	1.78	\$23,575	2.9%
72	Accommodation and Food Services	3,712	0.82	\$20,457	6.9%
81	Other Services (except Public Administration)	3,118	1.22	\$26,904	5.8%
90	Government	8,015	0.96	\$79,413	14.9%
99	Unclassified Industry	15	0.21	\$38,275	0.0%
<b>Total</b>		<b>53,678</b>		<b>\$69,652</b>	

Source: EMSI

## Industry Analysis

Analysis of industries in Hunterdon County by the number of jobs, location quotient, and earnings per employee

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Industry Analysis, 2 Digit NAICS - Hunterdon County

NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015 Change		2015 - 2020 Change	
					#	%	#	%
11	Crop and Animal Production	807	658	622	-149	-18%	-36	-5%
21	Mining, Quarrying, and Oil and Gas Extraction	14	44	52	30	214%	8	18%
22	Utilities	77	81	81	4	5%	0	0%
23	Construction	3,463	3,913	4,104	450	13%	191	5%
31	Manufacturing	2,663	2,765	2,662	102	4%	-103	-4%
42	Wholesale Trade	1,762	1,846	1,883	84	5%	37	2%
44	Retail Trade	6,870	7,235	7,608	365	5%	373	5%
48	Transportation and Warehousing	847	614	601	-233	-28%	-13	-2%
51	Information	839	874	874	35	4%	0	0%
52	Finance and Insurance	3,270	3,226	3,514	-44	-1%	288	9%
53	Real Estate and Rental and Leasing	595	529	521	-66	-11%	-8	-2%
54	Professional, Scientific, and Technical Services	4,765	5,000	5,163	235	5%	163	3%
55	Management of Companies and Enterprises	1,016	910	651	-106	-10%	-259	-28%
56	Administrative and Support and Waste Management and Remediation Services	1,544	1,947	2,040	403	26%	93	5%
61	Educational Services	562	641	738	79	14%	97	15%
62	Health Care and Social Assistance	6,531	6,955	7,831	424	6%	876	13%
71	Arts, Entertainment, and Recreation	1,566	1,579	1,644	13	1%	65	4%
72	Accommodation and Food Services	3,215	3,712	4,061	497	15%	349	9%
81	Other Services (except Public Administration)	2,657	3,118	3,446	461	17%	328	11%
90	Government	8,939	8,015	7,914	-924	-10%	-101	-1%
99	Unclassified Industry	284	15	<10	-269	-95%	Insf. Data	Insf. Data
<b>Total</b>		<b>52,287</b>	<b>53,678</b>	<b>56,013</b>	<b>1,391</b>	<b>3%</b>	<b>2,335</b>	<b>4%</b>

Source: EMSI



# Community Profile

## Industry Analysis, 2 Digit NAICS - Comparison

NAICS	Description	Hunterdon County		New Jersey		United States	
		2010 - 2015 % Change	2015 - 2020 % Change	2010 - 2015 % Change	2015 - 2020 % Change	2010 - 2015 % Change	2015 - 2020 % Change
11	Crop and Animal Production	-18%	-5%	-3%	-2%	3%	-1%
21	Mining, Quarrying, and Oil and Gas Extraction	214%	18%	2%	9%	29%	13%
22	Utilities	5%	0%	2%	0%	1%	0%
23	Construction	13%	5%	15%	6%	11%	3%
31	Manufacturing	4%	-4%	-5%	-11%	7%	-4%
42	Wholesale Trade	5%	2%	3%	1%	8%	4%
44	Retail Trade	5%	5%	5%	2%	7%	3%
48	Transportation and Warehousing	-28%	-2%	5%	3%	13%	4%
51	Information	4%	0%	-3%	-10%	3%	-2%
52	Finance and Insurance	-1%	9%	-5%	0%	4%	4%
53	Real Estate and Rental and Leasing	-11%	-2%	0%	3%	6%	2%
54	Professional, Scientific, and Technical Services	5%	3%	5%	8%	13%	10%
55	Management of Companies and Enterprises	-10%	-28%	8%	7%	18%	6%
56	Administrative and Support and Waste Management and Remediation Services	26%	5%	11%	8%	18%	8%
61	Educational Services	14%	15%	-2%	6%	9%	11%
62	Health Care and Social Assistance	6%	13%	8%	9%	12%	12%
71	Arts, Entertainment, and Recreation	1%	4%	13%	4%	11%	7%
72	Accommodation and Food Services	15%	9%	6%	4%	16%	6%
81	Other Services (except Public Administration)	17%	11%	7%	6%	0%	5%
90	Government	-10%	-1%	-3%	-1%	-2%	2%
99	Unclassified Industry	-95%	Insf. Data	26%	-30%	32%	-10%
<b>Total Change in Employment</b>		<b>3%</b>	<b>4%</b>	<b>4%</b>	<b>3%</b>	<b>8%</b>	<b>5%</b>

Source: EMSI

# Community Profile

## Industry Analysis (25 Largest Industries), 4 Digit NAICS - Hunterdon County

NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings
9036	Education and Hospitals (Local Government)	3,877	1.33	\$80,999
7225	Restaurants and Other Eating Places	2,965	0.86	\$19,871
5241	Insurance Carriers	2,137	4.78	\$145,204
6221	General Medical and Surgical Hospitals	2,066	1.33	\$64,991
9039	Local Government, Excluding Education and Hospitals	1,941	1.02	\$62,331
4451	Grocery Stores	1,363	1.47	\$33,460
9029	State Government, Excluding Education and Hospitals	1,343	1.72	\$109,392
7139	Other Amusement and Recreation Industries	1,232	2.77	\$24,608
6211	Offices of Physicians	1,154	1.29	\$108,682
5413	Architectural, Engineering, and Related Services	1,131	2.17	\$118,363
5617	Services to Buildings and Dwellings	1,059	1.13	\$35,256
2382	Building Equipment Contractors	978	1.30	\$69,004
4411	Automobile Dealers	968	2.23	\$70,652
5417	Scientific Research and Development Services	937	4.08	\$175,167
5511	Management of Companies and Enterprises	910	1.21	\$198,124
5416	Management, Scientific, and Technical Consulting Services	787	1.44	\$90,917
4521	Department Stores	723	1.56	\$30,598
4481	Clothing Stores	680	1.85	\$19,541
2361	Residential Building Construction	625	1.57	\$46,271
8121	Personal Care Services	613	1.46	\$25,217
4441	Building Material and Supplies Dealers	567	1.47	\$49,786
5111	Newspaper, Periodical, Book, and Directory Publishers	564	3.71	\$93,502
2389	Other Specialty Trade Contractors	563	1.63	\$49,959
8131	Religious Organizations	560	0.96	\$19,092
2383	Building Finishing Contractors	540	1.29	\$44,834

Source: EMSI

## Industry Analysis

Analysis of industries in Hunterdon County by the number of jobs, location quotient, and earnings per employee

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Industry Analysis (25 Largest Industries), 4 Digit NAICS - Hunterdon County

NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015 Change		2015 - 2020 Change	
					#	%	#	%
9036	Education and Hospitals (Local Government)	4,045	3,877	3,840	-168	-4%	-37	-1%
7225	Restaurants and Other Eating Places	2,618	2,965	3,242	347	13%	277	9%
5241	Insurance Carriers	2,014	2,137	2,470	123	6%	333	16%
6221	General Medical and Surgical Hospitals	1,997	2,066	2,180	69	3%	114	6%
9039	Local Government, Excluding Education and Hospitals	1,954	1,941	1,932	-13	-1%	-9	0%
4451	Grocery Stores	1,233	1,363	1,387	130	11%	24	2%
9029	State Government, Excluding Education and Hospitals	1,807	1,343	1,322	-464	-26%	-21	-2%
7139	Other Amusement and Recreation Industries	1,240	1,232	1,302	-8	-1%	70	6%
6211	Offices of Physicians	1,026	1,154	1,267	128	12%	113	10%
5413	Architectural, Engineering, and Related Services	1,039	1,131	1,031	92	9%	-100	-9%
5617	Services to Buildings and Dwellings	886	1,059	1,124	173	20%	65	6%
2382	Building Equipment Contractors	830	978	1,109	148	18%	131	13%
4411	Automobile Dealers	800	968	1,049	168	21%	81	8%
5417	Scientific Research and Development Services	932	937	1,022	5	1%	85	9%
5511	Management of Companies and Enterprises	1,016	910	651	-106	-10%	-259	-28%
5416	Management, Scientific, and Technical Consulting Services	728	787	831	59	8%	44	6%
4521	Department Stores	584	723	817	139	24%	94	13%
4481	Clothing Stores	770	680	810	-90	-12%	130	19%
2361	Residential Building Construction	575	625	609	50	9%	-16	-3%
8121	Personal Care Services	571	613	677	42	7%	64	10%
4441	Building Material and Supplies Dealers	651	567	713	-84	-13%	146	26%
5111	Newspaper, Periodical, Book, and Directory Publishers	616	564	559	-52	-8%	-5	-1%
2389	Other Specialty Trade Contractors	524	563	561	39	7%	-2	0%
8131	Religious Organizations	563	560	591	-3	-1%	31	6%
2383	Building Finishing Contractors	472	540	531	68	14%	-9	-2%
<b>Total (Top 25 Industries)</b>		<b>29,493</b>	<b>30,284</b>	<b>31,625</b>	<b>792</b>	<b>3%</b>	<b>1,344</b>	<b>4%</b>

Source: EMSI

# Community Profile

## Employment Clusters by Industry, Hunterdon County

Industry Cluster	Location Quotient
Advanced Materials	1.1
Agribusiness, Food Processing & Technology	0.8
Apparel & Textiles	0.8
Arts, Entertainment, Recreation & Visitor Industries	1.2
Biomedical/Biotechnical (Life Sciences)	1.1
Business & Financial Services	1.3
Chemicals & Chemical Based Products	0.6
Defense & Security	1.0
Education & Knowledge Creation	1.3
Energy (Fossil & Renewable)	1.5
Forest & Wood Products	0.6
Glass & Ceramics	0.9
Information Technology & Telecommunications	1.2
Transportation & Logistics	0.3
Manufacturing Supercluster	0.5
Primary Metal Mfg.	0.6
Fabricated Metal Product Mfg.	0.8
Machinery Mfg.	0.8
Computer & Electronic Product Mfg.	0.4
Electrical Equipment, Appliance & Component Mfg.	1.5
Transportation Equipment Mfg.	0.0
Mining	0.3
Printing & Publishing	1.1

Source: Stats America, YEAR

## Employment Clusters by Occupation (County Level)

Occupational Cluster	Location Quotient
Managerial, Sales, Marketing and HR	1.1
Skilled Production Workers	0.9
Health Care and Medical Science (Aggregate)	1.0
Health Care and Medical Science (Medical Practitioners and Scientists)	1.3
Health Care and Medical Science (Medical Technicians)	0.9
Health Care and Medical Science (Therapy, Counseling and Rehabilitation)	1.0
Mathematics, Statistics, Data and Accounting	1.2
Legal and Financial Services, and Real Estate (L & FIRE)	1.3
Information Technology (IT)	1.0
Natural Sciences and Environmental Management	1.2
Agribusiness and Food Technology	1.5
Primary/Secondary and Vocational Education, Remediation & Social Services	0.9
Building, Landscape and Construction Design	1.4
Engineering and Related Sciences	1.0
Personal Services Occupations	1.0
Arts, Entertainment, Publishing and Broadcasting	1.6
Public Safety and Domestic Security	0.9
Postsecondary Education and Knowledge Creation	1.1
Technology-Based Knowledge Clusters	1.1

Source: StatsAmerica, YEAR

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Top 25 Largest Employers in Hunterdon County

Company Name	Location Employee Size	NAICS	Primary Product or Services	City
Foster Wheeler North America	2,500	237990	Other Heavy & Civil Engineering Construction	Hampton
Hunterdon Pain Ctr	2,000	621111	Offices Of Physicians (Exc Mental Health Specs)	Flemington
Hunterdon Developmental Ctr	1,500	921120	Legislative Bodies	Clinton
Chubb Group Of Insurance Co	900	524126	Direct Property & Casualty Insurance Carriers	Oldwick
Edna Mahan Correctional Fclty	615	922140	Correctional Institutions	Clinton
Johanna Foods Inc	500	311511	Fluid Milk Manufacturing	Ringoes
Readington Middle School	420	611110	Elementary & Secondary Schools	Whitehouse Sta
Hunterdon Central High School	400	611110	Elementary & Secondary Schools	Flemington
New York Life	400	454111	Electronic Shopping	Lebanon
Shop Rite	360	445110	Supermarkets/Other Grocery (Exc Convenience) Strs	Flemington
Ambest Inc	350	511110	Newspaper Publishers	Oldwick
Walmart Supercenter	350	444120	Paint & Wallpaper Stores	Flemington
Reagent Chemical & Research	300	541690	Other Scientific & Technical Consulting Services	Ringoes
TJ Maxx	300	452111	Department Stores (Except Discount Dept Stores)	Clinton
YMCA	300	812191	Diet & Weight Reducing Centers	Flemington
Round Valley School	299	611110	Elementary & Secondary Schools	Lebanon
Communications Workers-America	270	813930	Labor Unions & Similar Labor Organizations	Clinton
Health Quest	250	713940	Fitness & Recreational Sports Centers	Flemington
Home Depot	246	236118	Residential Remodelers	Flemington
RTS Packaging	205	322220	Paper Bag & Coated & Treated Paper Manufacturing	Frenchtown
Ferreira Construction Co	200	237310	Highway Street & Bridge Construction	Somerville
Lambertville Station Rstrnt	200	722511	Full-Service Restaurants	Lambertville
Voorhees High School	190	611110	Elementary & Secondary Schools	Glen Gardner
Hyatt	174	721110	Hotels (Except Casino Hotels) & Motels	Lambertville
Flemington Woman's Club	160	813410	Civil & Social Organizations	Flemington

Source: Reference USA

# Community Profile

## Occupation Analysis, Broad Occupational Group - Hunterdon County

SOC	Description	2015 Jobs	Median Hourly Earnings	Avg. Hourly Earnings	Location Quotient
11-0000	Management Occupations	3,183	\$54.98	\$59.58	1.11
13-0000	Business and Financial Operations Occupations	3,230	\$34.75	\$37.10	1.22
15-0000	Computer and Mathematical Occupations	1,240	\$43.95	\$46.36	0.86
17-0000	Architecture and Engineering Occupations	1,022	\$41.65	\$43.06	1.15
19-0000	Life, Physical, and Social Science Occupations	564	\$37.77	\$39.68	1.29
21-0000	Community and Social Service Occupations	1,157	\$23.68	\$24.66	1.35
23-0000	Legal Occupations	505	\$49.10	\$50.61	1.13
25-0000	Education, Training, and Library Occupations	3,723	\$23.56	\$24.92	1.22
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	1,080	\$22.45	\$24.62	1.16
29-0000	Healthcare Practitioners and Technical Occupations	3,070	\$41.77	\$42.29	1.07
31-0000	Healthcare Support Occupations	1,708	\$14.02	\$14.33	1.14
33-0000	Protective Service Occupations	1,122	\$27.98	\$27.60	0.93
35-0000	Food Preparation and Serving Related Occupations	3,788	\$10.21	\$11.22	0.86
37-0000	Building and Grounds Cleaning and Maintenance Occupations	2,223	\$12.78	\$13.70	1.09
39-0000	Personal Care and Service Occupations	2,081	\$12.34	\$13.28	0.99
41-0000	Sales and Related Occupations	6,171	\$17.10	\$19.99	1.12
43-0000	Office and Administrative Support Occupations	7,733	\$17.57	\$18.36	0.95
45-0000	Farming, Fishing, and Forestry Occupations	374	\$12.29	\$12.94	0.93
47-0000	Construction and Extraction Occupations	2,870	\$24.23	\$25.40	1.17
49-0000	Installation, Maintenance, and Repair Occupations	1,873	\$21.59	\$21.98	0.92
51-0000	Production Occupations	2,124	\$16.13	\$17.08	0.66
53-0000	Transportation and Material Moving Occupations	2,585	\$15.65	\$17.00	0.74
55-0000	Military occupations	251	\$15.38	\$17.03	0.36
99-0000	Unclassified Occupation	0	\$0.00	\$0.00	0.00
<b>Total (All Jobs)</b>		<b>53,678</b>	<b>\$23.90</b>	<b>\$25.40</b>	

Source: EMSI

## Occupation Analysis

Analysis of occupations in Hunterdon County by the number of jobs, median and average hourly earnings, and location quotient

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if Production Occupations account for 10% of employment in the county and 5% of employment in the US, Production Occupations in the county would have an LQ of 2

# Community Profile

## Occupation Analysis, Broad Occupational Group - Hunterdon County

SOC	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010-2015 # Change	2010-2015 % Change	2015-2020 # Change	2015-2020 % Change
11-0000	Management Occupations	3,163	3,183	3,214	20	1%	31	1%
13-0000	Business and Financial Operations Occupations	3,157	3,230	3,404	72	2%	174	5%
15-0000	Computer and Mathematical Occupations	1,214	1,240	1,272	27	2%	32	3%
17-0000	Architecture and Engineering Occupations	1,007	1,022	982	15	1%	-40	-4%
19-0000	Life, Physical, and Social Science Occupations	569	564	585	-5	-1%	21	4%
21-0000	Community and Social Service Occupations	1,167	1,157	1,284	-10	-1%	127	11%
23-0000	Legal Occupations	536	505	507	-31	-6%	2	0%
25-0000	Education, Training, and Library Occupations	3,777	3,723	3,823	-54	-1%	100	3%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	1,037	1,080	1,125	43	4%	45	4%
29-0000	Healthcare Practitioners and Technical Occupations	2,990	3,070	3,310	80	3%	240	8%
31-0000	Healthcare Support Occupations	1,609	1,708	1,914	98	6%	206	12%
33-0000	Protective Service Occupations	1,168	1,122	1,153	-45	-4%	31	3%
35-0000	Food Preparation and Serving Related Occupations	3,411	3,788	4,131	377	11%	343	9%
37-0000	Building and Grounds Cleaning and Maintenance Occupations	2,030	2,223	2,374	193	10%	151	7%
39-0000	Personal Care and Service Occupations	1,914	2,081	2,326	167	9%	245	12%
41-0000	Sales and Related Occupations	6,079	6,171	6,477	92	2%	306	5%
43-0000	Office and Administrative Support Occupations	7,737	7,733	7,895	-4	0%	162	2%
45-0000	Farming, Fishing, and Forestry Occupations	462	374	355	-89	-19%	-19	-5%
47-0000	Construction and Extraction Occupations	2,554	2,870	2,990	316	12%	119	4%
49-0000	Installation, Maintenance, and Repair Occupations	1,777	1,873	1,971	96	5%	98	5%
51-0000	Production Occupations	2,065	2,124	2,060	58	3%	-64	-3%
53-0000	Transportation and Material Moving Occupations	2,602	2,585	2,612	-16	-1%	27	1%
55-0000	Military occupations	260	251	250	-9	-4%	-1	0%
99-0000	Unclassified Occupation	0	0	0	0	0%	0	0%
<b>Total (All Jobs)</b>		<b>52,287</b>	<b>53,678</b>	<b>56,013</b>	<b>1,391</b>	<b>3%</b>	<b>2,335</b>	<b>4%</b>

Source: EMSI



# Community Profile

## Occupation Analysis, Broad Occupational Group - Comparison

SOC	Description	Hunterdon County, NJ		New Jersey		United States	
		2010-2015 % Change	2015-2020 % Change	2010-2015 % Change	2015-2020 % Change	2010-2015 % Change	2015-2020 % Change
11-0000	Management Occupations	1%	1%	2%	2%	7%	4%
13-0000	Business and Financial Operations Occupations	2%	5%	1%	3%	9%	6%
15-0000	Computer and Mathematical Occupations	2%	3%	7%	6%	14%	9%
17-0000	Architecture and Engineering Occupations	1%	-4%	-2%	1%	7%	3%
19-0000	Life, Physical, and Social Science Occupations	-1%	4%	-4%	0%	5%	6%
21-0000	Community and Social Service Occupations	-1%	11%	4%	7%	7%	9%
23-0000	Legal Occupations	-6%	0%	-4%	2%	3%	4%
25-0000	Education, Training, and Library Occupations	-1%	3%	3%	1%	2%	6%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	4%	4%	2%	1%	7%	4%
29-0000	Healthcare Practitioners and Technical Occupations	3%	8%	6%	6%	7%	10%
31-0000	Healthcare Support Occupations	6%	12%	10%	9%	11%	12%
33-0000	Protective Service Occupations	-4%	3%	-1%	2%	3%	5%
35-0000	Food Preparation and Serving Related Occupations	11%	9%	10%	5%	15%	7%
37-0000	Building and Grounds Cleaning and Maintenance Occupations	10%	7%	3%	5%	6%	7%
39-0000	Personal Care and Service Occupations	9%	12%	6%	9%	10%	10%
41-0000	Sales and Related Occupations	2%	5%	2%	1%	6%	3%
43-0000	Office and Administrative Support Occupations	0%	2%	1%	1%	6%	4%
45-0000	Farming, Fishing, and Forestry Occupations	-19%	-5%	-1%	0%	7%	2%
47-0000	Construction and Extraction Occupations	12%	4%	12%	5%	10%	3%
49-0000	Installation, Maintenance, and Repair Occupations	5%	5%	5%	2%	10%	4%
51-0000	Production Occupations	3%	-3%	1%	-5%	10%	-1%
53-0000	Transportation and Material Moving Occupations	-1%	1%	6%	2%	11%	4%
55-0000	Military occupations	-4%	0%	-1%	0%	-3%	-1%
99-0000	Unclassified Occupation	0%	0%	0%	0%	0%	0%

# Community Profile

## Public Schools

Total Number of Public Schools	43
Elementary Schools	28
Intermediate/Middle schools	10
High Schools	5
Total Expenditure per Pupil by County*	\$19,211
High School Enrollment	7,182

Source: NJ DOE, NCES IPEDS

\*average for all school districts

High School	Graduation Rate	Avg. SAT Score
Delaware Valley Regional HS	97%	1583
Hunterdon Central Regional HS Distr	95%	1644
North Hunterdon High School	97%	1687
South Hunterdon HS	96%	1583
Voorhees High School	96%	1725

Source: NJ DOE, NCES IPEDS

\*average for all school districts

## Local Secondary Institutions

	Fall 2014 Enrollment	2013-2014 Completions
Raritan Valley Community College (RVCC)	8,214	1,093

Source: NCES IPEDS

## Education Assets

Public schools in Hunterdon County, excluding special education, vocational, and alternative schools

Enrollment, graduation rates, and SAT scores at Hunterdon County public schools

Enrollment and degrees/credentials conferred at local higher educational institutions

# Community Profile

## RVCC: Top Degrees, Certificates, and Diplomas (2013-2014)

	Certificates (2-years and below)	Associate's Degrees	Total Awards
Biological And Biomedical Sciences	-	13	13
Business, Management, Marketing, and Related Support Services	15	88	103
Communication Technologies/Technicians and Support	-	8	8
Communication, Journalism, and Related Programs	1	13	14
Computer and Information Sciences and Support Services	22	19	41
Construction Trades	-	-	-
Education	3	69	72
Engineering	-	24	24
Engineering Technology and Engineering-Related Fields	5	14	19
English Language and Literature/Letters	-	13	13
Health Professions and Related	27	134	161
Homeland Security, Law Enforcement, Firefighting and Related Protective Services	7	64	71
Legal Professions and Studies	11	9	20
Liberal Arts and Sciences, General Studies and Humanities	3	320	323
Multi/Interdisciplinary Studies	-	124	124
Parks, Recreation, Leisure, and Fitness Studies	6	18	24
Personal and Culinary Services	-	8	8
Public Administration and Social Service Professions	-	6	6
Visual and Performing Arts	2	47	49
<b>Grand total</b>	<b>102</b>	<b>991</b>	<b>1,093</b>

Source: NCES IPEDS

## Education Assets

Degrees and certificates awarded in various programs at Raritan Valley Community College

# Community Profile

## Median Home Value

	Hunterdon County	New Jersey	United States
Median Home Value	\$414,840	\$346,715	\$200,006

Source: ESRI

## Climate

	Hunterdon County	United States
Average High Temperature (July)	86.2°F	86.5°F
Average Low Temperature (January)	20°F	20.5°F
Average Annual Rainfall (Inches)	47	37
Average Annual Snowfall (Inches)	28	25
Average Precipitation Days	116	100
Average Clear Days	204	205

Source: bestplaces.net

## Cost of Living Index vs. United States

United States, as base	100
Cost of Living	143

Source: Bestplaces.net

## Driving Distances and Times to Selected Locations

	Distance (in miles)	Time
New York City	58	1h 9mins
Boston	278	4h 22 mins
Washington D.C	186	3h 15 mins
Philadelphia	51	1h 3 mins
Baltimore	153	2h 34 mins
Toronto	472	7h 5 mins.
Montreal	400	6h 20mins
Chicago	772	11h 5mins.
Atlanta	839	11h 59 mins.

\*From Flemington, Google Maps

# Quality of Life

Median value of homes in Hunterdon County, compared to the state and nation

Climate of Hunterdon County, compared to the US

Cost of Living in Hunterdon County, compared to the US. The cost of living in Hunterdon County is 43% higher than the US average.

## Transportation Assets

Distance and drive time from Flemington, NJ to major cities

# Community Profile

## Nearest Commercial Airports and Distance

Airport Name	Category	Distance (in miles)	Time
Newark Liberty International	Large Hub	48	54 mins.
John F. Kennedy International	Large Hub	74	1h 29 mins.
La Guardia Airport	Large Hub	75	1h 27 mins.

\*From Flemington, Google Maps

## State Corporate Income Tax

Taxable Base			
Taxable base	\$100,000	\$100,000- \$50,000	Less than \$50,000

Tax rate for income greater than \$100,000	9%	8%	7%
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Source: State of New Jersey

## Individual Personal State Income Tax

	Max. State Tax Rate
New Jersey	9.0%
Delaware	6.6%
Maryland	5.8%
Pennsylvania	3.1%
New York	8.8%
Connecticut	6.7%

Source: State of New Jersey

## Sales and Use Tax

State Rate	7%
Local Add-On	--

Source: State of New Jersey

## Property Tax (County Average, 2015)

Effective Property Tax Rate per \$1,000 of home value	\$27
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Source: State of New Jersey

## Transportation Assets

Distance and drive time from Flemington, NJ to major airports

## Taxes (2015)

Corporate income tax in New Jersey

Personal income tax in New Jersey, compared to neighboring states

New Jersey sales tax

Average property tax rate in Hunterdon County

# Community Profile

## Labor Legislation, Workers' Compensation, and Unemployment Insurance

### Union Elections

	# of Elections	Union Wins	Union Losses	# Certifications / Decertifications
2015	1	1	0	1/0
2014	2	0	0	2/0

Source: National Labor Relations Board

Number of union elections  
in Hunterdon County

### State Unemployment Insurance (2015)

Unemployment Insurance Rate (avg. existing employers)	1.2%-7.0%
Unemployment Insurance Rate (for new employers)	3%
Unemployment Insurance Taxable Base	\$32,000
Unemployment Insurance Maximum Weekly Benefit Amount	\$646

Source: ADP

Unemployment insurance  
rates, and benefits in New  
Jersey

### Workers Compensation Insurance (2015)

Manufacturing Rate	5.06
Rate- clerical code 8810	0.28
Maximum weekly benefit	\$855

\*Manufacturing is average of the following codes: 3179, 3145, 3114, 4459

Source: New Jersey Compensation Rating and Inspection  
Bureau

Workers compensation  
insurance in New Jersey

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 202 and Route 31 (Raritan Township, NJ)

### Population

	Hunterdon Labor Shed	New Jersey	United States
2010 Population	387,932	8,791,894	308,745,538
2015 Population	395,192	8,918,440	318,536,439
2020 Population	404,520	9,093,131	330,622,575
2010-2015 % Change	1.9%	1.4%	3.2%
2015-2020 % Change	2.4%	2.0%	3.8%

Source: ESRI

### Diversity - Percent of Total Population

Race/Ethnicity	Hunterdon Labor Shed	New Jersey	United States
White Alone	79.7%	66.4%	70.9%
Black Alone	4.4%	13.8%	12.8%
American Indian Alone	0.2%	0.4%	1.0%
Asian Alone	10.8%	9.3%	5.2%
Pacific Islander Alone	0.0%	0.0%	0.2%
Some Other Race Alone	2.7%	7.1%	6.7%
Two or More Races	2.2%	3.1%	3.3%

Source: ESRI

### Educational Attainment

Highest Level	Hunterdon Labor Shed	New Jersey	United States
Less than 9th Grade	2.2%	5.5%	5.7%
9-12th Grade/No Diploma	3.2%	5.8%	7.5%
High School Diploma	19.9%	25.9%	23.6%
GED/Alternative Credential	1.6%	2.8%	4.1%
Some College/No Degree	15.0%	16.6%	21.0%
Associate's Degree	6.4%	6.5%	8.2%
Bachelor's Degree	28.8%	22.8%	18.6%
Graduate/Professional Degree	22.7%	14.2%	11.4%
<b>Total</b>	<b>276,859</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI



# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 202 and Route 31 (Raritan Township, NJ)

### Age Distribution - Hunterdon Labor Shed

	2010		2015		2020 (proj.)	
	#	%	#	%	#	%
0 - 4	19,980	5.2%	18,498	4.7%	18,438	4.6%
5 - 9	25,698	6.6%	24,068	6.1%	22,283	5.5%
10 - 14	29,340	7.6%	29,056	7.4%	27,266	6.7%
15 - 19	26,150	6.7%	26,280	6.6%	25,781	6.4%
20 - 24	17,745	4.6%	20,431	5.2%	18,527	4.6%
25 - 34	36,706	9.5%	38,034	9.6%	41,572	10.3%
35 - 44	55,672	14.4%	48,750	12.3%	49,842	12.3%
45 - 54	74,154	19.1%	69,260	17.5%	62,101	15.4%
55 - 64	52,184	13.5%	61,589	15.6%	67,564	16.7%
65 - 74	27,183	7.0%	34,862	8.8%	42,870	10.6%
75 - 84	16,141	4.2%	16,546	4.2%	19,959	4.9%
85+	6,977	1.8%	7,818	2.0%	8,317	2.1%

Source: ESRI

### Age Distribution (2015)

	Hunterdon Labor Shed	New Jersey	United States
	%	%	%
0 - 4	4.7%	5.8%	6.2%
5 - 9	6.1%	6.2%	6.4%
10 - 14	7.4%	6.5%	6.5%
15 - 19	6.6%	6.4%	6.6%
20 - 24	5.2%	6.4%	7.2%
25 - 34	9.6%	12.8%	13.6%
35 - 44	12.3%	12.8%	12.6%
45 - 54	17.5%	14.6%	13.5%
55 - 64	15.6%	13.2%	12.8%
65 - 74	8.8%	8.6%	8.6%
75 - 84	4.2%	4.5%	4.3%
85+	2.0%	2.2%	1.9%
<b>Total</b>	<b>395,192</b>	<b>8,918,440</b>	<b>318,536,439</b>

Source: ESRI

### Change in Population by Age - Hunterdon Labor Shed

	2010-2015 Change		2015-2020 Change	
	#	%	#	%
0 - 4	-1,482	-0.1%	-60	0.0%
5 - 9	-1,630	-0.1%	-1,785	-0.1%
10 - 14	-284	0.0%	-1,790	-0.1%
15 - 19	130	0.0%	-499	0.0%
20 - 24	2,686	0.2%	-1,904	-0.1%
25 - 34	1,328	0.0%	3,538	0.1%
35 - 44	-6,922	-0.1%	1,092	0.0%
45 - 54	-4,894	-0.1%	-7,159	-0.1%
55 - 64	9,405	0.2%	5,975	0.1%
65 - 74	7,679	0.3%	8,008	0.2%
75 - 84	405	0.0%	3,413	0.2%
85+	841	0.1%	499	0.1%

Source: ESRI

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 202 and Route 31 (Raritan Township, NJ)

### Median Age

	Hunterdon Labor Shed	New Jersey	United States
2010	42.3	38.9	37.1
2015	43.6	39.7	37.9
2020	44.7	40.4	38.6
2010-2015 % Change	3.1%	2.1%	2.2%
2015-2020 % Change	2.5%	1.8%	1.8%

Source: ESRI

### Household Income Distribution

	Hunterdon Labor Shed	New Jersey	United States
<\$15,000	3.9%	9.0%	12.8%
\$15,000 - \$24,999	4.0%	6.8%	10.3%
\$25,000 - \$34,999	5.4%	8.8%	10.3%
\$35,000 - \$49,999	8.4%	12.2%	13.5%
\$50,000 - \$74,999	13.2%	15.2%	17.6%
\$75,000 - \$99,999	12.4%	13.6%	12.5%
\$100,000 - \$149,999	17.1%	15.7%	12.9%
\$150,000 - \$199,999	15.3%	8.8%	5.1%
\$200,000+	20.3%	9.9%	5.1%
<b>Total Households</b>	<b>147,300</b>	<b>3,264,662</b>	<b>120,744,617</b>

Source: ESRI

### Median Household Income

	Hunterdon Labor Shed	New Jersey	United States
2010*	\$102,990	\$69,811	\$51,914
2015	\$105,772	\$70,538	\$53,217
2020 (proj.)	\$118,414	\$79,556	\$60,683
2010-2015 % Change	3%	1%	3%
2015-2020 % Change	12%	13%	14%

Source: ESRI

\*2010 Labor Shed value is from 2009-2013 ACS

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 202 and Route 31 (Raritan Township, NJ)

### Civilian Labor Force in Hunterdon Labor Shed

2015		
	#	%
Civilian Employed	206,300	95.1%
Civilian Unemployed	10,630	4.9%
<b>Total Civilian Labor</b>	<b>216,930</b>	

Source: ESRI

### Resident Employment By Occupation - 2015

Occupational Group	Hunterdon Labor Shed		New Jersey	USA
	#	%	%	%
<b>White Collar</b>	<b>155,549</b>	<b>75%</b>	<b>66%</b>	<b>60%</b>
Management/Business/Financial	46,417	23%	16%	14%
Professional	60,239	29%	24%	22%
Sales	23,312	11%	11%	11%
Administrative Support	25,581	12%	14%	14%
<b>Blue Collar</b>	<b>25,581</b>	<b>12%</b>	<b>17%</b>	<b>21%</b>
Farming/Forestry/Fishing	413	0%	0%	1%
Construction/Extraction	7,633	4%	4%	5%
Installation/Maintenance/Repair	5,157	3%	3%	4%
Production	5,364	3%	4%	6%
Transportation/Material Moving	7,220	4%	6%	6%
<b>Services</b>	<b>25,168</b>	<b>12%</b>	<b>17%</b>	<b>18%</b>
<b>Total</b>	<b>206,299</b>	<b>100%</b>	<b>4,340,882</b>	<b>147,789,353</b>

Source: ESRI

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 202 and Route 31 (Raritan Township, NJ)

### Resident Employment by Industry - 2015

Industry Group	Hunterdon Labor Shed		New Jersey	USA
	#	%	%	%
Agriculture/Mining	1,032	0.5%	0.3%	2.0%
Construction	11,347	5.5%	5.7%	6.4%
Manufacturing	25,375	12.3%	8.6%	10.6%
Wholesale Trade	5,776	2.8%	3.2%	2.5%
Retail Trade	21,455	10.4%	11.4%	11.6%
Transportation/Utilities	7,221	3.5%	5.8%	5.0%
Information	7,014	3.4%	2.6%	2.0%
Finance/Insurance/Real	18,980	9.2%	8.5%	6.6%
Services	100,262	48.6%	49.6%	48.5%
Public Administration	7,633	3.7%	4.3%	4.8%
<b>Total</b>	<b>206,300</b>	<b>100%</b>	<b>4,340,882</b>	<b>147,789,353</b>

Source: ESRI

## Contact the Greater Raritan Workforce Development Board

### Address:

27 Warren Street, 2nd Floor  
Somerville, New Jersey 08876

Phone: (908) 541-5790

E-mail: [grwib@co.somerset.nj.us](mailto:grwib@co.somerset.nj.us).

## **ATTACHMENT 2**

### **COMMUNITY ECONOMIC PROFILE SOMERSET COUNTY, NEW JERSEY**

# Community Profile

## Population

	Somerset County	New Jersey	United States
2010 Population	323,444	8,791,894	308,745,538
2015 Population	334,511	8,918,440	318,536,439
2020 Population (proj.)	346,715	9,093,131	330,622,575
2010-2015 % Change	3.4%	1.4%	3.2%
2015-2020 % Change	3.6%	2.0%	3.8%

Source: ESRI

## Diversity - Percent of Total Population

Race/Ethnicity	Somerset County	New Jersey	United States
White Alone	66.3%	66.4%	70.9%
Black Alone	9.6%	13.8%	12.8%
American Indian Alone	0.2%	0.4%	1.0%
Asian Alone	16.4%	9.3%	5.2%
Pacific Islander Alone	0.0%	0.0%	0.2%
Some Other Race	4.7%	7.1%	6.7%
Two or More Races	2.9%	3.1%	3.3%

Source: ESRI

## Educational Attainment

Highest Level	Somerset County	New Jersey	United States
Less than 9th Grade	3.1%	5.5%	5.7%
9-12th Grade/No Diploma	3.2%	5.8%	7.5%
High School Diploma	19.9%	25.9%	23.6%
GED/Alternative Credential	1.6%	2.8%	4.1%
Some College/No Associate's Degree	13.8%	16.6%	21.0%
Associate's Degree	5.9%	6.5%	8.2%
Bachelor's Degree	28.9%	22.8%	18.6%
Graduate/Professional Degree	23.6%	14.2%	11.4%
<b>Total</b>	<b>229,378</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI

## Population & Demographics

Past and projected changes in population

Racial and ethnic distribution of Somerset County residents, compared to the state and nation

Educational attainment of Somerset County residents, compared to the state and nation

# Community Profile

## Household Income Distribution

	Somerset County	New Jersey	United States
<\$15,000	3.9%	9.0%	12.8%
\$15,000 - \$24,999	3.9%	6.8%	10.3%
\$25,000 - \$34,999	5.5%	8.8%	10.3%
\$35,000 - \$49,999	8.3%	12.2%	13.5%
\$50,000 - \$74,999	13.9%	15.2%	17.6%
\$75,000 - \$99,999	12.3%	13.6%	12.5%
\$100,000 - \$149,999	18.5%	15.7%	12.9%
\$150,000 - \$199,999	13.5%	8.8%	5.1%
\$200,000+	20.2%	9.9%	5.1%
<b>Total Households</b>	<b>121,330</b>	<b>3,264,662</b>	<b>120,744,617</b>

Source: ESRI

## Median Household Income

	Somerset County	New Jersey	United States
2010	\$97,440	\$69,811	\$51,914
2015	\$103,971	\$70,538	\$53,217
2020 (proj.)	\$115,657	\$79,556	\$60,683
2010-2015 % Change	7%	1%	3%
2015-2020 % Change	11%	13%	14%

Source: ESRI

## 2015 Households by Disposable Income

	#	%
<\$15,000	6,371	5.3%
\$15,000-\$24,999	6,997	5.8%
\$25,000-\$34,999	8,635	7.1%
\$35,000-\$49,999	13,391	11.0%
\$50,000-\$74,999	22,047	18.2%
\$75,000-\$99,999	15,712	12.9%
\$100,000-\$149,999	26,803	22.1%
\$150,000-\$199,999	11,365	9.4%
\$200,000+	10,009	8.2%
<b>Total</b>	<b>121,330</b>	<b>100%</b>
Median Disposable Income	\$ 79,064	
Average Disposable Income	\$ 97,720	

Source: ESRI

## Population & Demographics: Income

Household Income Distribution for Somerset County households, compared to the state and nation

Median Household Income for Somerset County households, compared to the state and nation

Distribution of Somerset County residents by amount of disposable income



# Community Profile

## Median Age

	Somerset County	New Jersey	United States
2010	40.2	38.9	37.1
2015	41.3	39.7	37.9
2020	42.3	40.4	38.6
2010-2015 % Change	2.7%	2.1%	2.2%
2015-2020 % Change	2.4%	1.8%	1.8%

Source: ESRI

## Age Distribution - Somerset County

	2010		2015		2020 (proj.)	
	#	%	#	%	#	%
0 - 4	19,237	5.9%	17,973	5.4%	18,185	5.2%
5 - 9	22,488	7.0%	21,854	6.5%	20,350	5.9%
10 - 14	24,163	7.5%	24,984	7.5%	23,835	6.9%
15 - 19	21,406	6.6%	22,343	6.7%	22,343	6.4%
20 - 24	14,592	4.5%	17,979	5.4%	16,462	4.7%
25 - 34	36,425	11.3%	35,183	10.5%	38,980	11.2%
35 - 44	48,863	15.1%	44,749	13.4%	45,476	13.1%
45 - 54	57,513	17.8%	55,648	16.6%	51,864	15.0%
55 - 64	38,755	12.0%	46,477	13.9%	52,309	15.1%
65 - 74	20,721	6.4%	26,780	8.0%	32,994	9.5%
75 - 84	13,110	4.1%	13,575	4.1%	16,420	4.7%
85+	6,171	1.9%	6,966	2.1%	7,497	2.2%

Source: ESRI

## Change in Population by Age - Somerset County

	2010-2015 Change		2015-2020 Change	
	#	%	#	%
0 - 4	-1,264	-6.6%	212	1.2%
5 - 9	-634	-2.8%	-1,504	-6.9%
10 - 14	821	3.4%	-1,149	-4.6%
15 - 19	937	4.4%	0	0.0%
20 - 24	3,387	23.2%	-1,517	-8.4%
25 - 34	-1,242	-3.4%	3,797	10.8%
35 - 44	-4,114	-8.4%	727	1.6%
45 - 54	-1,865	-3.2%	-3,784	-6.8%
55 - 64	7,722	19.9%	5,832	12.5%
65 - 74	6,059	29.2%	6,214	23.2%
75 - 84	465	3.5%	2,845	21.0%
85+	795	12.9%	531	7.6%

Source: ESRI

## Population & Demographics: Age

Past, current, and projected median age of residents of Somerset County, New Jersey, and the US

Past, current, and projected distribution of Somerset County residents by age

Past and projected change in the age distribution of Somerset County residents

# Community Profile

## Age Distribution (2015)

	Somerset County	New Jersey	United States
	%	%	%
0 - 4	5.4%	5.8%	6.2%
5 - 9	6.5%	6.2%	6.4%
10 - 14	7.5%	6.5%	6.5%
15 - 19	6.7%	6.4%	6.6%
20 - 24	5.4%	6.4%	7.2%
25 - 34	10.5%	12.8%	13.6%
35 - 44	13.4%	12.8%	12.6%
45 - 54	16.6%	14.6%	13.5%
55 - 64	13.9%	13.2%	12.8%
65 - 74	8.0%	8.6%	8.6%
75 - 84	4.1%	4.5%	4.3%
85+	2.1%	2.2%	1.9%
<b>Total</b>	<b>334,511</b>	<b>8,918,440</b>	<b>318,536,439</b>

Source: ESRI

## Disconnected Youth (Ages 16-24)

	Somerset County	New Jersey	United States
Number	2,795	124,877	5,527,000
Percent	8.7%	12.1%	13.8%

Source: The Opportunity Index

## Individuals with Disabilities\*

	Somerset County	New Jersey	United States
Number	22,856	819,666	34,655,705
Employed	22.6%	22.5%	22.5%
Unemployed	4.1%	5.0%	4.5%
Not In Labor Force	73.3%	72.5%	73.0%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S1811

\*noninstitutionalized population

## Population & Demographics: Age

Distribution of Somerset County residents, compared to the state and nation

## Targeted Populations

Residents aged 16 to 24 that are neither in school nor working, in the county, state, and nation

The employment prospects of individuals with disabilities in the county, state, and nation.

# Community Profile

## Veteran Population

	Somerset County	New Jersey	United States
Total	13,757	437,652	21,263,779
Working Age*	5,612	197,941	11,977,656
Employed	62%	68%	67%
Unemployed	16%	10%	9%
Not In Labor Force	22%	22%	25%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S2101

\*Ages 18-64

## Households with Income Below Poverty Line

	Somerset County	New Jersey	United States
Number	5,593	321,177	16,415,984
Percent	4.8%	10.1%	14.2%

Source: ESRI

## Labor Force (2015\*)

	Somerset County	New Jersey	United States
Employment	96.6%	93.8%	94.6%
Unemployment	3.4%	6.2%	5.4%

\*as of September 2015

Source: NJ DOL

## Labor Force - Somerset County

	2005	2010	2015*	2010-2015 % Change
Civilian Labor Force	174,550	173,700	175,061	0.8%
Employment	168,600	160,500	166,556	3.8%
Unemployment	5,950	13,200	8,500	-35.6%

\*as of September 2015

Source: NJ DOL

## Labor Force Participation

	Somerset County	New Jersey	USA
Labor Force Participation Rate	70%	68%	65%

Source: American Community Survey, 2009-2013 5-Year Estimate, Table S1811

## Targeted Populations

Employment prospects of veterans in the county, state, and nation

Percentage of households living below the federal poverty line in Somerset County, New Jersey, and the United States

## Labor Force

Employed and unemployed Somerset County workers, compared to NJ and the US

Change in Somerset County's civilian labor force over time

Distribution of Somerset County residents, compared to the state and nation

# Community Profile

## Resident Employment in Somerset County By Occupation - 2015

Occupational Group	Somerset		New Jersey	USA
	#	%	%	%
<b>White Collar</b>	<b>128,144</b>	<b>75%</b>	<b>66%</b>	<b>60%</b>
Management / Business / Financial	37,497	22%	16%	14%
Professional	51,430	30%	24%	22%
Sales	18,233	11%	11%	11%
Administrative Support	20,813	12%	14%	14%
<b>Blue Collar</b>	<b>22,533</b>	<b>13%</b>	<b>17%</b>	<b>21%</b>
Farming / Forestry / Fishing	172	0%	0%	1%
Construction / Extraction	5,848	3%	4%	5%
Installation / Maintenance / Repair	4,128	2%	3%	4%
Production	5,504	3%	4%	6%
Transportation / Material Moving	6,880	4%	6%	6%
<b>Services</b>	<b>21,329</b>	<b>12%</b>	<b>17%</b>	<b>18%</b>
<b>Total</b>	<b>172,006</b>	<b>100%</b>	<b>4,340,882</b>	<b>147,789,353</b>

Source: ESRI

## Workforce Travel Time to Work

	#	%
Less than 5 minutes	2,568	1.7%
5 to 9 minutes	10,347	6.7%
10 to 14 minutes	17,223	11.2%
15 to 19 minutes	19,725	12.8%
20 to 24 minutes	22,291	14.5%
25 to 29 minutes	10,062	6.5%
30 to 34 minutes	21,350	13.9%
35 to 39 minutes	5,644	3.7%
40 to 44 minutes	7,805	5.1%
45 to 59 minutes	15,377	10.0%
60 to 89 minutes	13,025	8.5%
90 or more minutes	8,408	5.5%

Source: ESRI

## Labor Force

Distribution of Somerset County residents by the type of occupation

## Commuting Patterns

Distribution of Somerset County by average commute to work

# Community Profile

## Jobs Counts by Places

### Where Workers Live - Primary Jobs

	2013	
	#	%
Somerset County, NJ	45,701	26.7%
Middlesex County, NJ	30,336	17.8%
Morris County, NJ	12,344	7.2%
Union County, NJ	11,471	6.7%
Hunterdon County, NJ	10,517	6.2%
Monmouth County, NJ	6,701	3.9%
Mercer County, NJ	6,490	3.8%
Essex County, NJ	6,240	3.7%
Bergen County, NJ	4,158	2.4%
Warren County, NJ	3,870	2.3%
All Other Locations	33,055	19.3%
Total Primary Jobs	170,883	100%
Non-County residents as % of employees		73%

Source: OntheMap

## Jobs Counts by Places

### Where Workers are Employed - Primary Jobs

	2013	
	#	%
Somerset County, NJ	45,701	30.1%
Middlesex County, NJ	27,813	18.3%
Morris County, NJ	12,189	8.0%
Union County, NJ	11,641	7.7%
Mercer County, NJ	8,844	5.8%
Essex County, NJ	7,789	5.1%
New York County, NY	7,167	4.7%
Bergen County, NJ	5,029	3.3%
Hunterdon County, NJ	4,430	2.9%
Hudson County, NJ	3,618	2.4%
All Other Locations	17,411	11.5%
Total Primary Jobs	151,632	100%
% of residents working outside County		70%

Source: OntheMap

## Commuting Patterns

Analysis of where people who work in Somerset County live

Analysis of where Somerset County residents work

# Community Profile

## Industry Analysis, 2 Digit NAICS - Somerset County

NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings	% of All Jobs
11	Crop and Animal Production	152	0.06	\$44,273	0.1%
21	Mining, Quarrying, and Oil and Gas Extraction	358	0.33	\$97,359	0.2%
22	Utilities	280	0.41	\$128,581	0.1%
23	Construction	7,017	0.68	\$73,835	3.6%
31	Manufacturing	15,794	1.02	\$157,759	8.2%
42	Wholesale Trade	11,823	1.57	\$147,915	6.1%
44	Retail Trade	21,018	1.04	\$44,156	10.9%
48	Transportation and Warehousing	3,824	0.60	\$54,712	2.0%
51	Information	6,927	1.91	\$179,269	3.6%
52	Finance and Insurance	10,706	1.39	\$147,395	5.5%
53	Real Estate and Rental and Leasing	2,836	0.89	\$77,194	1.5%
54	Professional, Scientific, and Technical Services	20,536	1.68	\$127,368	10.6%
55	Management of Companies and Enterprises	10,146	3.75	\$196,581	5.2%
56	Administrative and Support and Waste Management and Remediation Services	15,685	1.29	\$63,823	8.1%
61	Educational Services	3,873	0.80	\$46,175	2.0%
62	Health Care and Social Assistance	22,129	0.92	\$56,431	11.4%
71	Arts, Entertainment, and Recreation	2,963	0.93	\$31,478	1.5%
72	Accommodation and Food Services	11,088	0.68	\$24,556	5.7%
81	Other Services (except Public Administration)	8,084	0.88	\$31,394	4.2%
90	Government	18,039	0.60	\$80,961	9.3%
99	Unclassified Industry	110	0.44	\$41,816	0.1%
<b>Total</b>		<b>193,386</b>		<b>\$93,777</b>	

Source: EMSI

## Industry Analysis

Analysis of industries in Somerset County by the number of jobs, location quotient, and earnings per employee

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Industry Analysis, 2 Digit NAICS - Somerset County

NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015		2015 - 2020	
					#	%	#	%
11	Crop and Animal Production	179	152	115	-27	-15%	-37	-24%
21	Mining, Quarrying, and Oil and Gas Extraction	312	358	386	46	15%	28	8%
22	Utilities	249	280	312	31	12%	32	11%
23	Construction	6,177	7,017	7,369	840	14%	352	5%
31	Manufacturing	15,836	15,794	14,519	-42	0%	-1,275	-8%
42	Wholesale Trade	8,737	11,823	12,660	3,086	35%	837	7%
44	Retail Trade	19,631	21,018	21,784	1,387	7%	766	4%
48	Transportation and Warehousing	4,248	3,824	3,758	-424	-10%	-66	-2%
51	Information	6,365	6,927	6,143	562	9%	-784	-11%
52	Finance and Insurance	11,764	10,706	10,781	-1,058	-9%	75	1%
53	Real Estate and Rental and Leasing	2,175	2,836	3,097	661	30%	261	9%
54	Professional, Scientific, and Technical Services	19,969	20,536	22,012	567	3%	1,476	7%
55	Management of Companies and Enterprises	8,449	10,146	11,150	1,697	20%	1,004	10%
56	Administrative and Support and Waste Management and Remediation Services	11,627	15,685	18,024	4,058	35%	2,339	15%
61	Educational Services	3,452	3,873	4,160	421	12%	287	7%
62	Health Care and Social Assistance	19,601	22,129	24,707	2,528	13%	2,578	12%
71	Arts, Entertainment, and Recreation	2,716	2,963	3,084	247	9%	121	4%
72	Accommodation and Food Services	9,816	11,088	11,820	1,272	13%	732	7%
81	Other Services (except Public Administration)	8,127	8,084	8,626	-43	-1%	542	7%
90	Government	17,952	18,039	18,008	87	0%	-31	0%
99	Unclassified Industry	305	110	<10	-195	-64%	Insf. Data	Insf. Data
<b>Total</b>		<b>177,686</b>	<b>193,386</b>	<b>202,525</b>	<b>15,700</b>	<b>9%</b>	<b>9,139</b>	<b>5%</b>

Source: EMSI



# Community Profile

## Industry Analysis, 2 Digit NAICS - Comparison

NAICS	Description	Somerset County		New Jersey		United States	
		2010 - 2015	2015 - 2020	2010 - 2015	2015 - 2020	2010 - 2015	2015 - 2020
		% Change	% Change	% Change	% Change	% Change	% Change
11	Crop and Animal Production	-15%	-24%	-3%	-2%	3%	-1%
21	Mining, Quarrying, and Oil and Gas Extraction	15%	8%	2%	9%	29%	13%
22	Utilities	12%	11%	2%	0%	1%	0%
23	Construction	14%	5%	15%	6%	11%	3%
31	Manufacturing	0%	-8%	-5%	-11%	7%	-4%
42	Wholesale Trade	35%	7%	3%	1%	8%	4%
44	Retail Trade	7%	4%	5%	2%	7%	3%
48	Transportation and Warehousing	-10%	-2%	5%	3%	13%	4%
51	Information	9%	-11%	-3%	-10%	3%	-2%
52	Finance and Insurance	-9%	1%	-5%	0%	4%	4%
53	Real Estate and Rental and Leasing	30%	9%	0%	3%	6%	2%
54	Professional, Scientific, and Technical Services	3%	7%	5%	8%	13%	10%
55	Management of Companies and Enterprises	20%	10%	8%	7%	18%	6%
56	Administrative and Support and Waste Management and Remediation Services	35%	15%	11%	8%	18%	8%
61	Educational Services	12%	7%	-2%	6%	9%	11%
62	Health Care and Social Assistance	13%	12%	8%	9%	12%	12%
71	Arts, Entertainment, and Recreation	9%	4%	13%	4%	11%	7%
72	Accommodation and Food Services	13%	7%	6%	4%	16%	6%
81	Other Services (except Public Administration)	-1%	7%	7%	6%	0%	5%
90	Government	0%	0%	-3%	-1%	-2%	2%
99	Unclassified Industry	-64%	Insf. Data	26%	-30%	32%	-10%
<b>Total Change in Employment</b>		<b>9%</b>	<b>5%</b>	<b>4%</b>	<b>3%</b>	<b>8%</b>	<b>5%</b>

Source: EMSI

# Community Profile

## Industry Analysis (25 Largest Industries), 4 Digit NAICS - Somerset County

NAICS	Description	2015 Jobs	2015 Location Quotient	Current Total Earnings
5511	Management of Companies and Enterprises	10,146	3.75	\$196,581
9036	Education and Hospitals (Local Government)	9,934	0.95	\$81,966
7225	Restaurants and Other Eating Places	7,882	0.63	\$22,197
5613	Employment Services	7,125	1.59	\$40,175
5415	Computer Systems Design and Related Services	6,387	2.58	\$149,280
9039	Local Government, Excluding Education and Hospitals	5,172	0.75	\$77,344
5241	Insurance Carriers	4,765	2.96	\$161,034
3254	Pharmaceutical and Medicine Manufacturing	4,619	13.07	\$219,872
4451	Grocery Stores	4,214	1.26	\$31,553
5617	Services to Buildings and Dwellings	3,577	1.06	\$32,550
5417	Scientific Research and Development Services	3,269	3.95	\$167,812
6211	Offices of Physicians	3,232	1.00	\$96,757
5416	Management, Scientific, and Technical Consulting Services	3,179	1.61	\$97,825
5171	Wired Telecommunications Carriers	3,149	4.18	\$245,804
4234	Professional and Commercial Equipment and Supplies Merchant Wholesalers	3,110	3.94	\$129,012
4521	Department Stores	2,671	1.60	\$26,428
6221	General Medical and Surgical Hospitals	2,309	0.41	\$62,763
5619	Other Support Services	2,254	5.81	\$170,566
5413	Architectural, Engineering, and Related Services	2,201	1.17	\$101,225
7139	Other Amusement and Recreation Industries	2,198	1.37	\$30,030
4481	Clothing Stores	2,104	1.59	\$70,502
5242	Agencies, Brokerages, and Other Insurance Related Activities	2,000	1.20	\$126,942
4242	Drugs and Druggists' Sundries Merchant Wholesalers	1,990	8.21	\$279,539
4411	Automobile Dealers	1,955	1.25	\$72,274
5221	Depository Credit Intermediation	1,891	0.90	\$103,639

Source: EMSI

## Industry Analysis

Analysis of industries in Somerset County by the number of jobs, location quotient, and earnings per employee

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Industry Analysis (25 Largest Industries), 4 Digit NAICS - Somerset County

NAICS	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010 - 2015		2015 - 2020	
					#	%	#	%
5511	Management of Companies and Enterprises	8,449	10,146	11,150	1,697	20%	1,004	10%
9036	Education and Hospitals (Local Government)	9,247	9,934	9,986	687	7%	52	1%
7225	Restaurants and Other Eating Places	6,618	7,882	8,320	1,264	19%	438	6%
5613	Employment Services	3,769	7,125	9,060	3,356	89%	1,935	27%
5415	Computer Systems Design and Related Services	6,061	6,387	7,084	326	5%	697	11%
9039	Local Government, Excluding Education and Hospitals	5,362	5,172	5,178	-190	-4%	6	0%
5241	Insurance Carriers	4,699	4,765	5,066	66	1%	301	6%
3254	Pharmaceutical and Medicine Manufacturing	5,624	4,619	3,890	-1,005	-18%	-729	-16%
4451	Grocery Stores	4,195	4,214	4,396	19	0%	182	4%
5617	Services to Buildings and Dwellings	2,845	3,577	4,098	732	26%	521	15%
5417	Scientific Research and Development Services	3,534	3,269	3,575	-265	-7%	306	9%
6211	Offices of Physicians	3,023	3,232	3,406	209	7%	174	5%
5416	Management, Scientific, and Technical Consulting Serv	2,810	3,179	3,402	369	13%	223	7%
5171	Wired Telecommunications Carriers	2,963	3,149	2,650	186	6%	-499	-16%
4234	Professional and Commercial Equipment and Supplies	1,523	3,110	4,067	1,587	104%	957	31%
4521	Department Stores	2,605	2,671	2,718	66	3%	47	2%
6221	General Medical and Surgical Hospitals	1,993	2,309	2,255	316	16%	-54	-2%
5619	Other Support Services	2,438	2,254	2,791	-184	-8%	537	24%
5413	Architectural, Engineering, and Related Services	1,906	2,201	2,234	295	15%	33	1%
7139	Other Amusement and Recreation Industries	2,164	2,198	2,325	34	2%	127	6%
4481	Clothing Stores	2,064	2,104	2,412	40	2%	308	15%
5242	Agencies, Brokerages, and Other Insurance Related Ac	1,738	2,000	2,148	262	15%	148	7%
4242	Drugs and Druggists' Sundries Merchant Wholesalers	1,000	1,990	1,957	990	99%	-33	-2%
4411	Automobile Dealers	1,629	1,955	2,055	326	20%	100	5%
5221	Depository Credit Intermediation	2,284	1,891	2,088	-393	-17%	197	10%
<b>Total (Top 25 Industries)</b>		<b>90,542</b>	<b>101,332</b>	<b>108,312</b>	<b>10,790</b>	<b>12%</b>	<b>6,978</b>	<b>7%</b>

Source: EMSI

# Community Profile

## Employment Clusters by Industry, Somerset County

Description	Location Quotient
Advanced Materials	2.5
Agribusiness, Food Processing & Technology	0.2
Apparel & Textiles	1.2
Arts, Entertainment, Recreation & Visitor Industries	0.8
Biomedical/Biotechnical (Life Sciences)	1.3
Business & Financial Services	1.6
Chemicals & Chemical Based Products	3.1
Defense & Security	1.2
Education & Knowledge Creation	1.1
Energy (Fossil & Renewable)	0.9
Forest & Wood Products	1.4
Glass & Ceramics	0.1
Information Technology & Telecommunications	2.6
Transportation & Logistics	0.7
Manufacturing Supercluster	0.5
Primary Metal Mfg.	0.4
Fabricated Metal Product Mfg.	0.4
Machinery Mfg.	0.4
Computer & Electronic Product Mfg.	1.1
Electrical Equipment, Appliance & Component Mfg.	0.7
Transportation Equipment Mfg.	0.0
Mining	0.8
Printing & Publishing	1.7

Source: Stats America

## Employment Clusters by Occupation, Somerset County

Description	Location Quotient
Managerial, Sales, Marketing and HR	1.3
Skilled Production Workers	0.8
Health Care and Medical Science (Aggregate)	0.8
Health Care and Medical Science (Medical Practitioners and Scientists)	1.1
Health Care and Medical Science (Medical Technicians)	0.8
Health Care and Medical Science (Therapy, Counseling and Rehabilitation )	0.8
Mathematics, Statistics, Data and Accounting	1.8
Legal and Financial Services, and Real Estate (L & FIRE)	1.1
Information Technology (IT)	2.4
Natural Sciences and Environmental Management	1.9
Agribusiness and Food Technology	0.4
Primary/Secondary and Vocational Education, Remediation & Social Services	1.0
Building, Landscape and Construction Design	1.0
Engineering and Related Sciences	1.4
Personal Services Occupations	0.9
Arts, Entertainment, Publishing and Broadcasting	1.0
Public Safety and Domestic Security	0.6
Postsecondary Education and Knowledge Creation	0.7
Technology-Based Knowledge Clusters	1.7

Source: StatsAmerica

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if construction accounts for 10% of employment in the county and 5% of employment in the US, the construction industry in the county would have an LQ of 2

# Community Profile

## Top 25 Largest Employers in Somerset County

Company Name	Location Employee Size	NAICS	Primary Product or Services	City
Sanofi US	4,000	325412	Pharmaceutical Preparation Manufacturing	Bridgewater
Verizon Business	3,500	517919	All Other Telecommunications	Basking Ridge
Executive Risk Indemnity Inc	2,000	524126	Direct Property & Casualty Insurance Carriers	Warren
Janssen Research & Devmnt LLC	2,000	811219	Other Electronic & Precision Equip Repair & Maint	Raritan
Northwestern Pacific Indemnity	2,000	524126	Direct Property & Casualty Insurance Carriers	Warren
Pfizer Inc	2,000	311119	Other Animal Food Manufacturing	Bridgewater
Chubb Group Of Insurance Co	1,800	524126	Direct Property & Casualty Insurance Carriers	Warren
Federal Insurance Co	1,800	524126	Direct Property & Casualty Insurance Carriers	Warren
Ortho Mcneil Pharmaceutical	1,800	325412	Pharmaceutical Preparation Manufacturing	Raritan
Somerset Medical Ctr	1,500	621111	Offices Of Physicians (Exc Mental Health Specs)	Somerville
Bloomberg LP	1,381	523930	Investment Advice	Skillman
Ethicon Inc	1,200	325412	Pharmaceutical Preparation Manufacturing	Somerville
Johnson & Johnson	1,200	325412	Pharmaceutical Preparation Manufacturing	Skillman
Met Life	1,200	238220	Plumbing Htg & Air-Conditioning Contractors	Bridgewater
Memorial Sloan-Kettering	1,000	622310	Specialty (Exc Psychiatric/Substance Abuse) Hsptl	Basking Ridge
Ortho-Clinical Diagnostics Inc	1,000	334516	Analytical Laboratory Instrument Manufacturing	Raritan
Cellco Partnership	800	517210	Wireless Telecomms Carriers (Except Satellite)	Basking Ridge
Lab Corp	800	621511	Medical Laboratories	Raritan
Medicis	800	424210	Drugs & Druggists' Sundries Merchant Wholesalers	Bridgewater
PVH Distribution Ctr	800	423990	Other Miscellaneous Durable Goods Merchant Whlsrs	Bridgewater
Adt Security Svc LLC	700	238210	Electrical Contr & Other Wiring Installation Contr	Somerset
VA Medical Ctr-Lyons	675	622110	General Medical & Surgical Hospitals	Lyons
Carrier Clinic	650	621493	Freestanding Ambulatory Surgical & Emergency Ctrs	Belle Mead
Braun Research Inc	600	541910	Marketing Research & Public Opinion Polling	Princeton
SHI International Corp	600	443142	Electronic Stores	Somerset

Source: Reference USA

# Community Profile

## Occupation Analysis, Broad Occupational Group - Somerset County

SOC	Description	2015 Jobs	Median Hourly Earnings	Avg. Hourly Earnings	Location Quotient
11-0000	Management Occupations	12,879	\$67.29	\$73.42	1.25
13-0000	Business and Financial Operations Occupations	13,756	\$38.54	\$41.21	1.45
15-0000	Computer and Mathematical Occupations	11,054	\$47.34	\$50.30	2.12
17-0000	Architecture and Engineering Occupations	3,410	\$44.78	\$45.52	1.06
19-0000	Life, Physical, and Social Science Occupations	2,683	\$38.97	\$41.81	1.70
21-0000	Community and Social Service Occupations	2,281	\$25.11	\$26.18	0.74
23-0000	Legal Occupations	1,303	\$51.39	\$59.69	0.81
25-0000	Education, Training, and Library Occupations	11,227	\$25.74	\$27.21	1.02
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	3,066	\$24.93	\$26.81	0.91
29-0000	Healthcare Practitioners and Technical Occupations	8,304	\$43.84	\$44.78	0.80
31-0000	Healthcare Support Occupations	6,028	\$14.07	\$14.46	1.12
33-0000	Protective Service Occupations	3,056	\$26.73	\$26.73	0.70
35-0000	Food Preparation and Serving Related Occupations	11,435	\$11.75	\$12.76	0.72
37-0000	Building and Grounds Cleaning and Maintenance Occupations	6,774	\$13.05	\$14.15	0.92
39-0000	Personal Care and Service Occupations	6,264	\$14.06	\$14.92	0.83
41-0000	Sales and Related Occupations	21,268	\$21.28	\$24.71	1.07
43-0000	Office and Administrative Support Occupations	32,152	\$19.64	\$20.50	1.10
45-0000	Farming, Fishing, and Forestry Occupations	193	\$13.72	\$14.50	0.13
47-0000	Construction and Extraction Occupations	5,522	\$25.92	\$27.24	0.63
49-0000	Installation, Maintenance, and Repair Occupations	6,905	\$26.30	\$26.89	0.94
51-0000	Production Occupations	10,371	\$18.27	\$19.25	0.89
53-0000	Transportation and Material Moving Occupations	12,781	\$15.99	\$17.25	1.02
55-0000	Military occupations	674	\$15.15	\$16.77	0.27
99-0000	Unclassified Occupation	0	\$0.00	\$0.00	0.00
<b>Total (All Jobs)</b>		<b>193,386</b>	<b>\$27.55</b>	<b>\$29.46</b>	

Source: EMSI

## Occupation Analysis

Analysis of occupations in Somerset County by the number of jobs, median and average hourly earnings, and location quotient

**Location Quotient (LQ):** measure of how concentrated employment in the county is relative to employment in the nation. For example, if Production Occupations account for 10% of employment in the county and 5% of employment in the US, Production Occupations in the county would have an LQ of 2



# Community Profile

## Occupation Analysis, Broad Occupational Group - Somerset County

SOC	Description	2010 Jobs	2015 Jobs	2020 Jobs	2010-2015 # Change	2010-2015 % Change	2015-2020 # Change	2015-2020 % Change
11-0000	Management Occupations	11,872	12,879	13,433	1,007	8%	554	4%
13-0000	Business and Financial Operations Occupations	12,753	13,756	14,326	1,003	8%	569	4%
15-0000	Computer and Mathematical Occupations	9,890	11,054	11,726	1,164	12%	673	6%
17-0000	Architecture and Engineering Occupations	3,178	3,410	3,507	232	7%	97	3%
19-0000	Life, Physical, and Social Science Occupations	2,796	2,683	2,696	-112	-4%	13	0%
21-0000	Community and Social Service Occupations	2,263	2,281	2,530	18	1%	249	11%
23-0000	Legal Occupations	1,345	1,303	1,318	-42	-3%	15	1%
25-0000	Education, Training, and Library Occupations	10,609	11,227	11,629	617	6%	402	4%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	3,015	3,066	3,245	52	2%	179	6%
29-0000	Healthcare Practitioners and Technical Occupations	7,320	8,304	9,066	984	13%	762	9%
31-0000	Healthcare Support Occupations	5,140	6,028	6,799	887	17%	771	13%
33-0000	Protective Service Occupations	3,011	3,056	2,849	46	2%	-208	-7%
35-0000	Food Preparation and Serving Related Occupations	10,036	11,435	12,257	1,399	14%	823	7%
37-0000	Building and Grounds Cleaning and Maintenance Occupations	5,924	6,774	7,441	850	14%	668	10%
39-0000	Personal Care and Service Occupations	5,754	6,264	7,038	510	9%	774	12%
41-0000	Sales and Related Occupations	19,927	21,268	21,839	1,341	7%	571	3%
43-0000	Office and Administrative Support Occupations	30,107	32,152	33,035	2,045	7%	882	3%
45-0000	Farming, Fishing, and Forestry Occupations	186	193	178	7	4%	-15	-8%
47-0000	Construction and Extraction Occupations	4,786	5,522	5,915	736	15%	393	7%
49-0000	Installation, Maintenance, and Repair Occupations	6,217	6,905	7,117	688	11%	212	3%
51-0000	Production Occupations	9,555	10,371	10,438	817	9%	67	1%
53-0000	Transportation and Material Moving Occupations	11,327	12,781	13,469	1,454	13%	688	5%
55-0000	Military occupations	673	674	672	1	0%	-2	0%
99-0000	Unclassified Occupation	0	0	0	0	0%	0	0%
<b>Total (All Jobs)</b>		<b>177,686</b>	<b>193,386</b>	<b>202,525</b>	<b>15,700</b>	<b>9%</b>	<b>9,139</b>	<b>5%</b>



# Community Profile

## Occupation Analysis, Broad Occupational Group - Comparison

SOC	Description	Somerset County, NJ		New Jersey		United States	
		2010-2015 % Change	2015-2020 % Change	2010-2015 % Change	2015-2020 % Change	2010-2015 % Change	2015-2020 % Change
11-0000	Management Occupations	8%	4%	2%	2%	7%	4%
13-0000	Business and Financial Operations Occupations	8%	4%	1%	3%	9%	6%
15-0000	Computer and Mathematical Occupations	12%	6%	7%	6%	14%	9%
17-0000	Architecture and Engineering Occupations	7%	3%	-2%	1%	7%	3%
19-0000	Life, Physical, and Social Science Occupations	-4%	0%	-4%	0%	5%	6%
21-0000	Community and Social Service Occupations	1%	11%	4%	7%	7%	9%
23-0000	Legal Occupations	-3%	1%	-4%	2%	3%	4%
25-0000	Education, Training, and Library Occupations	6%	4%	3%	1%	2%	6%
27-0000	Arts, Design, Entertainment, Sports, and Media Occupations	2%	6%	2%	1%	7%	4%
29-0000	Healthcare Practitioners and Technical Occupations	13%	9%	6%	6%	7%	10%
31-0000	Healthcare Support Occupations	17%	13%	10%	9%	11%	12%
33-0000	Protective Service Occupations	2%	-7%	-1%	2%	3%	5%
35-0000	Food Preparation and Serving Related Occupations	14%	7%	10%	5%	15%	7%
37-0000	Building and Grounds Cleaning and Maintenance Occupations	14%	10%	3%	5%	6%	7%
39-0000	Personal Care and Service Occupations	9%	12%	6%	9%	10%	10%
41-0000	Sales and Related Occupations	7%	3%	2%	1%	6%	3%
43-0000	Office and Administrative Support Occupations	7%	3%	1%	1%	6%	4%
45-0000	Farming, Fishing, and Forestry Occupations	4%	-8%	-1%	0%	7%	2%
47-0000	Construction and Extraction Occupations	15%	7%	12%	5%	10%	3%
49-0000	Installation, Maintenance, and Repair Occupations	11%	3%	5%	2%	10%	4%
51-0000	Production Occupations	9%	1%	1%	-5%	10%	-1%
53-0000	Transportation and Material Moving Occupations	13%	5%	6%	2%	11%	4%
55-0000	Military occupations	0%	0%	-1%	0%	-3%	-1%
99-0000	Unclassified Occupation	0%	0%	0%	0%	0%	0%

Source: EMSI

# Community Profile

## Public Schools

Total Number of Public Schools	74
Elementary Schools	44
Intermediate/Middle schools	18
High Schools	12
Total Expenditure per Pupil by County*	\$19,211
High School Enrollment	17,454

Source: NJ DOE, NCES IPEDS

\*average for all school districts

High School	Graduation Rate	Avg. SAT Score
Bernards HS	98%	1729
Bound Brook HS	78%	1308
Bridgewater-Raritan Regional HS	95%	1683
Franklin HS	84%	1404
Hillsborough HS	95%	1676
Manville HS	92%	1426
Montgomery HS	93%	1852
North Plainfield HS	90%	1329
Ridge HS	98%	1773
Somerset Vocational & Technical HS	85%	1446
Somerville HS	89%	1594
Watchung Hills Regional HS	99%	1697

Source: NJ DOE, NCES IPEDS

## Local Secondary Institutions

	Fall 2014 Enrollment	2013-2014 Completions
Raritan Valley Community College (RVCC)	8,214	1,093

Source: NCES IPEDS

## Education Assets

Public schools in Somerset County, excluding special education and alternative schools

Enrollment, graduation rates, and SAT scores at Somerset County public schools

Enrollment and degrees/credentials conferred at local higher educational institutions

# Community Profile

## RVCC: Top Degrees, Certificates, and Diplomas (2013-2014)

	Certificates (2-years and below)	Associate's Degrees	Total Awards
Biological And Biomedical Sciences	-	13	13
Business, Management, Marketing, and Related Support Services	15	88	103
Communication Technologies/Technicians and Support	-	8	8
Communication, Journalism, and Related Programs	1	13	14
Computer and Information Sciences and Support Services	22	19	41
Construction Trades	-	-	-
Education	3	69	72
Engineering	-	24	24
Engineering Technology and Engineering-Related Fields	5	14	19
English Language and Literature/Letters	-	13	13
Health Professions and Related	27	134	161
Homeland Security, Law Enforcement, Firefighting and Related Protective Services	7	64	71
Legal Professions and Studies	11	9	20
Liberal Arts and Sciences, General Studies and Humanities	3	320	323
Multi/Interdisciplinary Studies	-	124	124
Parks, Recreation, Leisure, and Fitness Studies	6	18	24
Personal and Culinary Services	-	8	8
Public Administration and Social Service Professions	-	6	6
Visual and Performing Arts	2	47	49
<b>Grand total</b>	<b>102</b>	<b>991</b>	<b>1,093</b>

Source: NCES IPEDS

## Education Assets

Degrees and certificates awarded in various programs at Raritan Valley Community College

# Community Profile

## Median Home Value

	Somerset County	New Jersey	United States
Median Home Value	\$474,657	\$346,715	\$200,006

Source: ESRI

## Climate

	Somerset County	United States
Average High Temperature (July)	85.6 °F	86.5°F
Average Low Temperature (January)	20.5 °F	20.5°F
Average Annual Rainfall (Inches)	47	37
Average Annual Snowfall (Inches)	22	25
Average Precipitation Days	109	100
Average Clear Days	206	205

Source: Bestplaces.net

## Cost of Living Index vs. United States

United States, as base	100
Cost of Living	147

Source: Bestplaces.net

## Driving Distances and Times to Selected Locations

	Distance (in miles)	Time
New York City	44	50 mins.
Boston	264	4h 4 mins.
Washington D.C.	212	3h 29mins.
Philadelphia	64	1h 18mins.
Baltimore	171	2h 44mins.
Toronto	482	7h 10 mins.
Montreal	388	5h 43mins.
Chicago	485	11h 13mins.
Atlanta	526	12h 4mins.

\*From Somerville, Google Maps

# Quality of Life

Median value of homes in Somerset County, compared to the state and nation

Climate of Somerset County, compared to the US

Cost of Living in Somerset County, compared to the US. The cost of living in Somerset County is 43% higher than the US average.

## Transportation Assets

Distance and drive time from Somerville, NJ to major cities

# Community Profile

## Nearest Commercial Airports and Distance

Airport Name	Category	Distance (in miles)	Time
Newark Liberty International	Large Hub	33	33 mins.
John F. Kennedy International	Large Hub	57	1h and 6 mins.
La Guardia Airport	Large Hub	65	1h and 8 mins.

\*From Somerville, Google Maps

## State Corporate Income Tax

Taxable Base			
Taxable base	\$100,000	\$100,000- \$50,000	Less than \$50,000
Tax rate for income greater than \$100,000	9%	8%	7%

Source: State of New Jersey

## Individual Personal State Income Tax

	Max. State Tax Rate
New Jersey	9.0%
Delaware	6.6%
Maryland	5.8%
Pennsylvania	3.1%
New York	8.8%
Connecticut	6.7%

Source: State of New Jersey

## Sales and Use Tax

State Rate	7%
Local Add-On	--

Source: State of New Jersey

## Property Tax (County Average, 2015)

Effective Property Tax Rate per \$1,000 of home value	\$ 23.51
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Source: State of New Jersey

## Transportation Assets

Distance and drive time from Somerville, NJ to major airports

## Taxes (2015)

Corporate income tax in New Jersey

Personal income tax in New Jersey, compared to neighboring states

New Jersey sales tax

Average property tax rate in Somerset County

# Community Profile

## Union Elections

	# of Elections	Union Wins	Union Losses	# Certifications / Decertifications
2015	1	1	0	1/0
2014	2	0	0	2/0
2013	5	2	3	5/0
2012	1	1	0	1/0
2011	1	1	0	1/0
2010	1	1	0	1/0
2009	4	2	2	4/0
2008	3	1	2	3/0
2007	4	2	2	3/1
2006	1	2	0	1/1

Source: National Labor Relations Board

## State Unemployment Insurance (2015)

Unemployment Insurance Rate (avg. existing employers)	1.2%-7.0%
Unemployment Insurance Rate (for new employers)	3%
Unemployment Insurance Taxable Base	\$32,000
Unemployment Insurance Maximum Weekly Benefit Amount	\$646

Source: ADP

## Workers Compensation Insurance (2015)

Manufacturing Rate	5.06
Rate- clerical code 8810	0.28
Maximum weekly benefit	\$855

\*Manufacturing is average of the following codes: 3179, 3145, 3114, 4459

Source: New Jersey Compensation Rating and Inspection Bureau

## Labor Legislation, Workers' Compensation, and Unemployment Insurance

Number of union elections in Somerset County

Unemployment insurance rates, and benefits in New Jersey

Workers compensation insurance in New Jersey

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 22 and US 202/206 (Bridgewater, NJ)

### Population

	Somerset Labor Shed	New Jersey	United States
2010 Population	1,303,721	8,791,894	308,745,538
2015 Population	1,336,146	8,918,440	318,536,439
2020 Population	1,374,735	9,093,131	330,622,575
2010-2015 % Change	2.5%	1.4%	3.2%
2015-2020 % Change	2.9%	2.0%	3.8%

Source: ESRI

### Diversity - Percent of Total Population

Race/Ethnicity	Somerset Labor Shed	New Jersey	United States
White Alone	62.2%	66.4%	70.9%
Black Alone	11.4%	13.8%	12.8%
American Indian Alone	0.3%	0.4%	1.0%
Asian Alone	16.2%	9.3%	5.2%
Pacific Islander Alone	0.0%	0.0%	0.2%
Some Other Race Alone	6.8%	7.1%	6.7%
Two or More Races	3.0%	3.1%	3.3%

Source: ESRI

### Educational Attainment

Highest Level	Somerset Labor Shed	New Jersey	United States
Less than 9th Grade	5.1%	5.5%	5.7%
9-12th Grade/No Diploma	4.1%	5.8%	7.5%
High School Diploma	20.9%	25.9%	23.6%
GED/Alternative Credential	2.0%	2.8%	4.1%
Some College/No Degree	14.0%	16.6%	21.0%
Associate's Degree	5.9%	6.5%	8.2%
Bachelor's Degree	27.3%	22.8%	18.6%
Graduate/Professional Degree	20.7%	14.2%	11.4%
<b>Total</b>	<b>898,440</b>	<b>6,124,475</b>	<b>214,026,813</b>

Source: ESRI



# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 22 and US 202/206 (Bridgewater, NJ)

### Age Distribution - Somerset Labor Shed

	2010		2015		2020 (proj.)	
	#	%	#	%	#	%
0 - 4	80,575	6.2%	75,750	5.7%	76,500	5.6%
5 - 9	87,983	6.7%	86,488	6.5%	81,234	5.9%
10 - 14	90,580	6.9%	94,106	7.0%	90,672	6.6%
15 - 19	91,496	7.0%	92,464	6.9%	92,175	6.7%
20 - 24	81,411	6.2%	88,898	6.7%	82,740	6.0%
25 - 34	160,476	12.3%	159,037	11.9%	170,217	12.4%
35 - 44	190,659	14.6%	177,185	13.3%	182,547	13.3%
45 - 54	211,506	16.2%	203,515	15.2%	192,612	14.0%
55 - 64	150,743	11.6%	174,883	13.1%	190,330	13.8%
65 - 74	82,099	6.3%	104,207	7.8%	125,498	9.1%
75 - 84	52,117	4.0%	52,797	4.0%	62,039	4.5%
85+	24,076	1.8%	26,817	2.0%	28,168	2.0%

Source: ESRI

### Age Distribution (2015)

	Somerset Labor Shed	New Jersey	United States
	%	%	%
0 - 4	5.7%	5.8%	6.2%
5 - 9	6.5%	6.2%	6.4%
10 - 14	7.0%	6.5%	6.5%
15 - 19	6.9%	6.4%	6.6%
20 - 24	6.7%	6.4%	7.2%
25 - 34	11.9%	12.8%	13.6%
35 - 44	13.3%	12.8%	12.6%
45 - 54	15.2%	14.6%	13.5%
55 - 64	13.1%	13.2%	12.8%
65 - 74	7.8%	8.6%	8.6%
75 - 84	4.0%	4.5%	4.3%
85+	2.0%	2.2%	1.9%
<b>Total</b>	<b>1,336,147</b>	<b>8,918,440</b>	<b>318,536,439</b>

Source: ESRI

### Change in Population by Age - Somerset Labor Shed

	2010-2015 Change		2015-2020 Change	
	#	%	#	%
0 - 4	-4,825	-0.1%	750	0.0%
5 - 9	-1,495	0.0%	-5,254	-0.1%
10 - 14	3,526	0.0%	-3,434	0.0%
15 - 19	968	0.0%	-289	0.0%
20 - 24	7,487	0.1%	-6,158	-0.1%
25 - 34	-1,439	0.0%	11,180	0.1%
35 - 44	-13,474	-0.1%	5,362	0.0%
45 - 54	-7,991	0.0%	-10,903	-0.1%
55 - 64	24,140	0.2%	15,447	0.1%
65 - 74	22,108	0.3%	21,291	0.2%
75 - 84	680	0.0%	9,242	0.2%
85+	2,741	0.1%	1,351	0.1%

Source: ESRI

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 22 and US 202/206 (Bridgewater, NJ)

### Median Age

	Somerset Labor Shed	New Jersey	United States
2010	38.3	38.9	37.1
2015	39.2	39.7	37.9
2020	40.1	40.4	38.6
2010-2015 % Change	2.3%	2.1%	2.2%
2015-2020 % Change	2.3%	1.8%	1.8%

Source: ESRI

### Household Income Distribution

	Somerset Labor Shed	New Jersey	United States
<\$15,000	5.9%	9.0%	12.8%
\$15,000 - \$24,999	4.7%	6.8%	10.3%
\$25,000 - \$34,999	6.6%	8.8%	10.3%
\$35,000 - \$49,999	10.0%	12.2%	13.5%
\$50,000 - \$74,999	14.5%	15.2%	17.6%
\$75,000 - \$99,999	13.1%	13.6%	12.5%
\$100,000 - \$149,999	17.8%	15.7%	12.9%
\$150,000 - \$199,999	10.8%	8.8%	5.1%
\$200,000+	16.6%	9.9%	5.1%
<b>Total Households</b>	<b>466,309</b>	<b>3,264,662</b>	<b>120,744,617</b>

Source: ESRI

### Median Household Income

	Somerset Labor Shed	New Jersey	United States
2010*	\$89,078	\$69,811	\$51,914
2015	\$89,184	\$70,538	\$53,217
2020 (proj.)	\$101,311	\$79,556	\$60,683
2010-2015 % Change	0.1%	1%	3%
2015-2020 % Change	14%	13%	14%

Source: ESRI

\*2010 Labor Shed value is from 2009-2013 ACS

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 22 and US 202/206 (Bridgewater, NJ)

### Civilian Labor Force

2015		
	#	%
Civilian Employed	670,977	94.2%
Civilian Unemployed	41,313	5.8%
<b>Total Civilian Labor</b>	<b>712,290</b>	

Source: ESRI

### Resident Employment in Somerset Labor Shed By Occupation - 2015

Occupational Group	Somerset		New Jersey	USA
	#	%	%	%
<b>White Collar</b>	<b>478,407</b>	<b>71%</b>	<b>66%</b>	<b>60%</b>
Management/Business/Financial	130,841	20%	16%	14%
Professional	186,532	28%	24%	22%
Sales	74,479	11%	11%	11%
Administrative Support	87,227	13%	14%	14%
<b>Blue Collar</b>	<b>99,305</b>	<b>15%</b>	<b>17%</b>	<b>21%</b>
Farming/Forestry/Fishing	671	0%	0%	1%
Construction/Extraction	21,471	3%	4%	5%
Installation/Maintenance/Repair	17,445	3%	3%	4%
Production	26,168	4%	4%	6%
Transportation/Material Moving	34,220	5%	6%	6%
<b>Services</b>	<b>93,266</b>	<b>14%</b>	<b>17%</b>	<b>18%</b>
<b>Total</b>	<b>670,978</b>	<b>100%</b>	<b>4,340,882</b>	<b>147,789,353</b>

Source: ESRI

# Community Profile

## 30 Minute Labor Shed Profile: Intersection of US Route 22 and US 202/206 (Bridgewater, NJ)

**Resident Employment in Somerset Labor Shed By Industry - 2015**

Industry Group	Somerset		New Jersey		USA
	#	%	%		%
Agriculture/Mining	1,342	0.2%	0.3%		2.0%
Construction	32,207	4.8%	5.7%		6.4%
Manufacturing	72,466	10.8%	8.6%		10.6%
Wholesale Trade	20,129	3.0%	3.2%		2.5%
Retail Trade	71,124	10.6%	11.4%		11.6%
Transportation/Utilities	33,549	5.0%	5.8%		5.0%
Information	22,142	3.3%	2.6%		2.0%
Finance/Insurance/Real Estate	66,427	9.9%	8.5%		6.6%
Services	331,463	49.4%	49.6%		48.5%
Public Administration	20,800	3.1%	4.3%		4.8%
<b>Total</b>	<b>670,977</b>	<b>100%</b>	<b>4,340,882</b>		<b>147,789,353</b>

Source: ESRI

## Contact the Greater Raritan Workforce Development Board

### Address:

27 Warren Street, 2nd Floor  
Somerville, New Jersey 08876

Phone: (908) 541-5790

E-mail: [grwib@co.somerset.nj.us](mailto:grwib@co.somerset.nj.us).

## **ATTACHMENT 3**

### **IN-DEMAND OCCUPATIONS ANALYSIS HUNTERDON COUNTY, NEW JERSEY**

# In-Demand Occupations

## Introduction

In order to better understand occupational demand in Hunterdon County, key characteristics of the 10 most “in-demand” occupations were assessed. In-demand occupations were defined as the occupations with a median hourly wage of at least \$15.46 that are projected to have the highest number of annual openings over the coming years.

The wage of \$15.46 was determined using the United Way of Northern New Jersey’s ALICE Study of Financial Hardship. This report analyzed the costs of food, housing, healthcare, and transportation, among many other variables, to determine the minimum wage to afford basic life necessities. In Hunterdon County, this wage for a single adult was determined to be \$15.46 per hour.

The information provided for each occupation is summarized below:

- **2015 Employment:** the number of workers employed in the occupation across all industries in 2015
- **Average Annual Openings:** the average number of annual openings in the occupation projected between 2015 and 2020. Openings include both new demand (from new jobs being created) and replacement demand (from retirements and other turnover).
- **Projected Change (2015-2020):** the number of jobs projected to be created between 2015 and 2020 between 2015 and 2020
- **Median Hourly Earnings:** the median hourly earnings of workers in the occupation in 2015. Earnings do not include benefits.
- **Average Monthly Postings:** the average number of online job advertisements being posted by county employers per month over the past 12 months (October 2014 to September 2015)
- **Average Monthly Hires:** the average number of workers being hired per month over the past 12 months (October 2014 to September 2015)
- **Postings to Hires Ratio:** compares the average number of monthly online job postings in the county over the past 12 months to the average number of hires over the same period. A high “Postings to Hiring Ratio” may indicate that employers are having difficulty finding workers to fill open positions. A low number may indicate that employers use means other than online job postings to find workers.
- **Top Skills Requested:** presents the skills most frequently requested by employers nationally, based on an analysis of online job postings
- **Top Employers:** presents the employers most frequently posting online job advertisements in the county
- **Certifications Requested (if applicable):** presents the certifications most frequently requested by employers nationally, based on an analysis of job postings. For some occupations, certifications are not typically required, in which case, this table is excluded.

---

## Questions? Contact the Greater Raritan Workforce Development Board

Address:

27 Warren Street, 2nd Floor  
Somerville, New Jersey 08876

Phone: (908) 541-5790

E-mail: [grwib@co.somerset.nj.us](mailto:grwib@co.somerset.nj.us).

# In-Demand Occupations

## Registered Nurses

Assess patient health problems and needs, administer nursing care to ill. May advise patients on health maintenance and disease prevention. Licensing or registration required

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
1,041
Annual Openings
37
Projected Change (2015-2020)
81 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
General Medical and Surgical Hospitals	645
Offices of Physicians	77
Hospitals (State Government)	73
Nursing Care Facilities (Skilled Nursing Facilities)	47
Home Health Care Services	43

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$36.80	\$37.35	\$31.95

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Registered Nurses	182	23	7.91

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Experience	76%
Nursing	63%
Health	53%
Medical	47%
Healthcare	42%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Basic Life Support (BLS)	23%
Accredited	21%
Advanced Life Support	16%
Licensed	16%
Rn License	14%

Source: EMSI

#### Top Employers

Company
Parlon Corp
Hunterdon Healthcare System
Hunterdon Medical Center
All About Staffing, Inc.
Nurses 24/7

Source: EMSI

\*By number of online job ads



# In-Demand Occupations

## Customer Service Representatives

Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
707
Annual Openings
27
Projected Change (2015-2020)
34 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Direct Insurance (except Life, Health and Medical) Carriers	132
Supermarkets and Other Grocery (except Convenience) Stores	38
Insurance Agencies and Brokerages	30
Management of Companies and Enterprises	29
Commercial Banking	21

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$17.93	\$17.18	\$15.02

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Customer Service Representatives	43	28	1.54

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Business	31%
Retail	23%
Scheduling	21%
Accuracy and Precision	16%
Data	14%

Source: EMSI

#### Top Employers

Company
Kelly Services, Inc.
Hunterdon Medical Center
Kohl's Corporation
Wawa, Inc.
Hunterdon Healthcare System

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Claims Adjusters, Examiners, and Investigators

Review settled claims to determine that payments and settlements are made in accordance with company practices and procedures. Confer with legal counsel on claims requiring litigation. May also settle insurance claims.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
384
Annual Openings
24
Projected Change (2015-2020)
68 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Direct Insurance (except Life, Health, and Medical) Carriers	343

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$35.14	\$33.32	\$29.70

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Claims Adjusters, Examiners, and Investigators	5	8	0.63

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Business	46%
Customer Service	37%
Maintenance, Repair, & Operations	25%
Workers' Comp.	23%
Finance	22%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Background Check	5%
Associate in Claims (AIC) Designation	4%

Source: EMSI

#### Top Employers

Company
Chubb Group of Insurance Companies
Nationwide Mutual Insurance Company
Asplundh Tree Expert Co.
Mueller Service Co., LLC
Insurance Overload Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Accountants and Auditors

Examines, analyzes, and interprets accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
477
Annual Openings
21
Projected Change (2015-2020)
33 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Accounting, Tax Preparation, Bookkeeping, and Payroll Services	171
Management of Companies and Enterprises	34
Direct Insurance (except Life, Health, and Medical) Carriers	24
State Government, Excluding Education and Hospitals	19
Local Government, Excluding Education and Hospitals	14

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$33.02	\$35.72	\$31.23

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Accountants and Auditors	16	23	0.70

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Accounting	82%
Finance	77%
Audits	55%
Business	54%
Projects	43%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Certified Public Accountant (CPA)	34%
Background Check	2%
Enrolled Agent (EA)	1%
Certified Internal Auditor (CIA)	1%

Source: EMSI

#### Top Employers

Company
Republic Services, Inc.
The Dubin Group
Intertek Group PLC
Construction Specialties, Inc.
Parker Lynch

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## First-Line Supervisors of Retail Sales Workers

Directly supervise and coordinate activities of retail sales workers in an establishment or department. Duties may include management functions, such as purchasing, budgeting, accounting, and personnel work, in addition to supervisory duties.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
543
Annual Openings
20
Projected Change (2015-2020)
19 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Supermarkets and Other Grocery (except Convenience) Stores	59
Family Clothing Stores	40
Home Centers	31
Department Stores	30
Other Gasoline Stations	25

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$19.67	\$20.19	\$17.18

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
First-Line Supervisors of Retail Sales Workers	91	28	3.25

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Sales	73%
Retail	68%
Customer Service	68%
Communication	55%
Training	48%

Source: EMSI

#### Top Employers

Company
CVS Caremark Corporation
GNC Corporation
Hess Corporation
Maurices Incorporated
Charlie Charming Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## General and Operations Managers

Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
622
Annual Openings
18
Projected Change (2015-2020)
28 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Management of Companies and Enterprises	26
Direct Insurance (except Life, Health, and Medical) Carriers	24
Restaurants and Other Eating Places	24
New Car Dealers	16
Local Government, Excluding Education and Hospitals	16

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$65.88	\$68.24	\$46.59

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
General and Operations Managers	18	32	0.56

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Sales	50%
Finance	43%
Planning	42%
Customer Service	37%
Retail	33%

Source: EMSI

#### Top Employers

Company
Radio Shack Inc
New York Life Insurance Company
Michaels Stores, Inc.
Ann Taylor
Vitamin World, Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Elementary School Teachers, Except Special Education

Teach students basic academic, social, and other formative skills in public or private schools at the elementary level.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
658
Annual Openings
18
Projected Change (2015-2020)
14 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Education (Local Government)	611
Elementary and Secondary Schools	37

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$30.89	\$30.20	\$25.92

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Elementary Schools Teachers, Except Special Education	2	29	0.07

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Education	49%
School	46%
Elementary	30%
Learning	25%
Curriculum	23%

Source: EMSI

#### Top Employers

Company
Clinton Township School District
Michaels Stores, Inc.
Knowledge Learning Corporation

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## First-Line Supervisors of Office and Administrative Support Workers

Directly supervise and coordinate the activities of clerical and administrative support workers.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
493
Annual Openings
17
Projected Change (2015-2020)
21 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Direct Insurance (except Life, Health, and Medical) Carriers	51
Offices of Physicians	26
Commercial Banking	24
Supermarkets and Other Grocery (except Convenience) Stores	24
Management of Companies and Enterprises	20

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$27.68	\$27.64	\$24.43

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
First-Line Supervisors of Office and Administrative Support Workers	31	20	1.55

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Business	47%
Scheduling	30%
Finance	29%
Accuracy and Precision	28%
Data	23%

Source: EMSI

#### Top Employers

Company
Hunterdon Medical Center
B.J. Tidwell Industries, Inc.
Hunterdon Healthcare System
The PNC Financial Services Group, Inc.
Volt Information Sciences, Inc.

Source: EMSI

\*By number of online job ads



# In-Demand Occupations

## Secretaries and Administrative Assistants (Except Legal, Medical, and Executive)

Perform routine clerical and administrative functions like correspondence, scheduling appointments, organizing and maintaining files.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
761
Annual Openings
16
Projected Change (2015-2020)
34 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Education (Local Government)	73
Religious Organizations	51
Local Government, Excluding Education and Hospitals	34
Direct Insurance (except Life, Health, and Medical)	24
Carriers	24
State Government, Excluding Education and Hospitals	24

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$17.81	\$18.69	\$15.97

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Secretaries and Administrative Assistants, Except Legal, Medical, and Executive	19	39	0.49

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Filing	35%
Data	29%
Scheduling	27%
Meeting	27%
Business	25%

Source: EMSI

#### Top Employers

Company
Robert Half International Inc.
Maurices Incorporated
Kelly Services, Inc.
Hunterdon Healthcare System
Chubb Insurance Company Of New Jersey

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Automotive Service Technicians and Mechanics

Diagnose, adjust, repair, or overhaul automotive vehicles.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
400
Annual Openings
16
Projected Change (2015-2020)
29 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
New Car Dealers	173
Automotive Mechanical and Electrical Repair and Maintenance	143
Automotive Parts and Accessories Stores	13
Automotive Body, Paint, Interior, and Glass Repair	12

Source: EMSI

### Median Hourly Earnings

Hunterdon County	New Jersey	United States
\$20.93	\$20.66	\$16.58

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Automotive Service Technicians and Mechanics	9	14	0.64

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Repair	75%
Automotive	73%
Maintenance	54%
Mechanical	44%
Electricity	37%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Automotive Service Excellence (ASE)	40%
ASE Certification	35%
Mobile Electronics Certification Program	1%

Source: EMSI

#### Top Employers

Company
The Goodyear Tire & Rubber Company
Mavis Tire Supply Corp.
Miller Toyota
A and B Garage
Audi

Source: EMSI

\*By number of online job ads

## **ATTACHMENT 4**

### **IN-DEMAND OCCUPATIONS ANALYSIS SOMERSET COUNTY, NEW JERSEY**

# Somerset County, NJ In-Demand Occupations

# In-Demand Occupations

## Introduction

In order to better understand occupational demand in Somerset County, key characteristics of the 10 most “in-demand” occupations were assessed. In-demand occupations were defined as the occupations with a median hourly wage of at least \$15.46 that are projected to have the highest number of annual openings over the coming years.

The wage of \$15.46 was determined using the United Way of Northern New Jersey’s ALICE Study of Financial Hardship. This report analyzed the costs of food, housing, healthcare, and transportation, among many other variables, to determine the minimum wage to afford basic life necessities. In Somerset County, this wage for a single adult was determined to be \$15.46 per hour.

The information provided for each occupation is summarized below:

- **2015 Employment:** the number of workers employed in the occupation across all industries in 2015
- **Average Annual Openings:** the average number of annual openings in the occupation projected between 2015 and 2020. Openings include both new demand (from new jobs being created) and replacement demand (from retirements and other turnover).
- **Projected Change (2015-2020):** the number of jobs projected to be created in the occupation between 2015 and 2020
- **Median Hourly Earnings:** the median hourly earnings of workers in the occupation in 2015. Earnings do not include benefits.
- **Average Monthly Postings:** the average number of online job advertisements being posted by county employers per month over the past 12 months (October 2014 to September 2015)
- **Average Monthly Hires:** the average number of workers being hired per month over the past 12 months (October 2014 to September 2015)
- **Postings to Hires Ratio:** compares the average number of monthly online job postings in the county over the past 12 months to the average number of hires over the same period. A high “Postings to Hiring Ratio” may indicate that employers are having difficulty finding workers to fill open positions. A low number may indicate that employers use means other than online job postings to find workers.
- **Top Skills Requested:** presents the skills most frequently requested by employers nationally, based on an analysis of online job postings
- **Top Employers:** presents the employers most frequently posting online job advertisements in the county
- **Certifications Requested (if applicable):** presents the certifications most frequently requested by employers nationally, based on an analysis of job postings. For some occupations, certifications are not typically required, in which case, this table is excluded.

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## Questions? Contact the Greater Raritan Workforce Development Board

Address:

27 Warren Street, 2nd Floor  
Somerville, New Jersey 08876

Phone: (908) 541-5790

E-mail: [grwib@co.somerset.nj.us](mailto:grwib@co.somerset.nj.us).

# In-Demand Occupations

## Customer Service Representatives

Interact with customers to provide information in response to inquiries about products and services and to handle and resolve complaints.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
3,823
Annual Openings
130
Projected Change (2015-2020)
116 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Direct Life, Health, and Medical Insurance Carriers	347
Management of Companies and Enterprises	310
Wired Telecommunications Carriers	300
Telephone Call Centers	186
Temporary Help Services	164

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$19.65	\$17.18	\$15.02

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings To Hiring Ratio
Customer Service Representatives	187	165	1.13

\*Oct 2014 - Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Business	31%
Retail	23%
Scheduling	21%
Accuracy and Precision	16%
Data	14%

Source: EMSI

#### Top Employers

Company
Wegmans
The PNC Financial Services Group, Inc.
Phillips- Van Heusen Corporation
Kohl's Corporation
Family Dollar Stores, Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Office Clerks, General

Performs duties that require knowledge of office systems and procedures. Clerical tasks assigned may include a combination of answering telephones, bookkeeping, typing, word processing, and filing.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
3,610
Annual Openings
105
Projected Change (2015-2020)
134 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Temporary Help Services	271
Education (Local Government)	228
Management of Companies and Enterprises	195
Local Government, Excluding Education and Hospitals	136
Junior Colleges	91

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$16.26	\$14.66	\$13.81

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Office Clerk, General	22	223	0.10

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Clerical	40%
Data	38%
Filing	38%
Data Entry	24%
Business	21%

Source: EMSI

#### Top Employers

Company
Laboratory Corporation of America Holdings
Robert Wood Johnson University Hospital
Atrium Staffing Services Ltd.
Montgomery Co School District
Delta Personnel Services Inc

Source: EMSI

\*By number of online job ads



# In-Demand Occupations

## Registered Nurses

Assess patient health problems and needs, administer nursing care to ill. May advise patients on health maintenance and disease prevention. Licensing or registration required

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
2,425
Annual Openings
101
Projected Change (2015-2020)
256 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
General Medical and Surgical Hospitals	733
Offices of Physicians	238
Specialty (except Psychiatric and Substance Abuse) Hospitals	200
Nursing Care Facilities (Skilled Nursing Facilities)	170
Home Health Care Services	156

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$39.76	\$37.35	\$31.95

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Registered Nurse	201	98	2.05

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Experience	76%
Nursing	63%
Health	53%
Medical	47%
Healthcare	42%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Basic Life Support (BLS)	23%
Accredited	21%
Advanced Life Support	16%
Licensed	16%
Rn License	14%

Source: EMSI

#### Top Employers

Company
Parlon Corp
Robert Wood Johnson University Hospital
Nurses 24/7
All About Staffing, Inc.
St Lukes Health Corporation

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Software Developer, Applications

Develop general computer applications software or specialized utility programs. Design software for client use with the aim of optimizing operational efficiency.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
3,353
Annual Openings
91
Projected Change (2015-2020)
230 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Computer Systems Design and Related Services	1,377
Management of Companies and Enterprises	289
News Syndicates	250
Direct Life, Health, and Medical Insurance Carriers	166
Software Publishers	160

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$52.17	\$45.97	\$45.63

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Software Developers, Applications	361	556	0.65

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Software	70%
Design	68%
Communication	49%
Computers	46%
Science	43%

Source: EMSI

#### Top Employers

Company
Oracle Corporation
United Healthcare Insurance Company
Verizon Communications, Inc.
Kforce Inc.
Citigroup Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Secretaries and Administrative Assistants (Except Legal, Medical, and Executive)

Perform routine clerical and administrative functions like correspondence, scheduling appointments, organizing and maintaining files.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
3,373
Annual Openings
85
Projected Change (2015-2020)
213 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Education (Local Government)	264
Management of Companies and Enterprises	213
Religious Organizations	161
Temporary Help Services	156
Local Government, Excluding Education and Hospitals	109

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$20.55	\$18.69	\$15.97

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Secretaries and Administrative Assistants (except Legal, Medical, and Executive)	79	185	0.43

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Filing	35%
Data	29%
Scheduling	27%
Meeting	27%
Business	25%

Source: EMSI

#### Top Employers

Company
Kelly Services, Inc.
Robert Half International Inc.
Maurices Incorporated
Premier Personnel Group Inc
Laboratory Corporation of America Holdings

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## General and Operations Managers

Plan, direct, or coordinate the operations of public or private sector organizations. Duties and responsibilities include formulating policies, managing daily operations, and planning the use of materials and human resources.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
2,621
Annual Openings
83
Projected Change (2015-2020)
162 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Management of Companies and Enterprises	300
Computer Systems Design and Related Services	112
Management Consulting Services	83
Pharmaceutical and Medicine Manufacturing	57
Research and Development in the Physical, Engineering, and Life Sciences	54

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$77.28	\$68.24	\$46.59

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
General and Operations Managers	156	120	1.30

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Sales	50%
Finance	43%
Planning	42%
Customer Service	37%
Retail	33%

Source: EMSI

#### Top Employers

Company
Oracle Corporation
Johnson & Johnson
MetLife, Inc.
Verizon Communications, Inc.
J J Family

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## First-Line Supervisors of Office and Administrative Support Workers

Directly supervise and coordinate the activities of clerical and administrative support workers.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
2,172
Annual Openings
71
Projected Change (2015-2020)
87 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Management of Companies and Enterprises	241
Commercial Banking	107
Direct Life, Health, and Medical Insurance Carriers	106
Offices of Physicians	86
Supermarkets and Other Grocery (except Convenience) Stores	78

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$30.27	\$27.64	\$24.43

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
First-Line Supervisors of Office and Administrative Support Workers	146	87	1.68

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Business	47%
Scheduling	30%
Finance	29%
Accuracy and Precision	28%
Data	23%

Source: EMSI

#### Top Employers

Company
The PNC Financial Services Group, Inc.
H&R Block, Inc.
Robert Half International Inc.
Banfield The Pet Hospital
Oracle Corporation

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Construction Laborer

Perform tasks involving physical labor at construction sites. May operate hand and power tools of all types. May clean and prepare sites. May assist other craft workers.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
1,400
Annual Openings
67
Projected Change (2015-2020)
173 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Residential Building Construction	202
Site Preparation Contractors	181
All Other Specialty Trade Contractors	114
Industrial Building Construction	100
Temporary Help Services	99

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$22.92	\$19.59	\$14.28

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Construction Laborers	3	103	0.03

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Construction	62%
Concrete	28%
Routine Maintenance	27%
Repair	21%
Maintain	17%

Source: EMSI

#### Top Employers

Company
Toll Brothers, Inc.
Delta Personnel Services Inc
Compass Group LLC
Republic Services, Inc.

Source: EMSI

\*By number of online job ads

# In-Demand Occupations

## Accountants and Auditors

Examines, analyzes, and interprets accounting records to prepare financial statements, give advice, or audit and evaluate statements prepared by others.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
1,907
Annual Openings
62
Projected Change (2015-2020)
25 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Accounting, Tax Preparation, Bookkeeping, and Payroll Services	404
Management of Companies and Enterprises	377
Direct Life, Health, and Medical Insurance Carriers	71
Management Consulting Services	58
Computer Systems Design and Related Services	57

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$39.82	\$35.72	\$31.23

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Accountants and Auditors	183	67	2.73

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Accounting	82%
Finance	77%
Audits	55%
Business	54%
Projects	43%

Source: EMSI

#### Certifications Requested

Certifications	% of Postings with Certification
Certified Public Accountant (CPA)	34%
Background Check	2%
Enrolled Agent (EA)	1%
Certified Internal Auditor (CIA)	1%

Source: EMSI

#### Top Employers

Company
Robert Half International Inc.
Verizon Communications, Inc.
Chubb Group of Insurance Companies
Sunrise Systems
Kelly Services, Inc.

Source: EMSI

\*By number of online job ads



# In-Demand Occupations

## Maintenance and Repair Workers, General

Performs work involving the skills of two or more maintenance or craft occupations to keep machines, mechanical equipment, or the structure of an establishment in repair.

Source: O-Net

### Employment Analysis

#### Overview

2015 Employment
1,794
Annual Openings
62
Projected Change (2015-2020)
127 New Jobs

Source: EMSI

#### Top 5 Industries (2015 Employment)

Industry	2015 Jobs
Real Estate Property Managers	262
Local Government, Excluding Education and Hospitals	107
Pharmaceutical and Medicine Manufacturing	86
Management of Companies and Enterprises	83
Hotels (except Casino Hotels) and Motels	74

Source: EMSI

### Median Hourly Earnings

Somerset County	New Jersey	United States
\$22.92	\$19.63	\$17.39

Source: EMSI

### Online Job Postings Analysis

Occupation	Avg Monthly Postings*	Avg Monthly Hires*	Postings to Hiring Ratio
Maintenance and Repair Workers, General	46	83	0.55

\*Oct 2014- Sep 2015

Source: EMSI

#### Top Skills Requested

Skill	% of Postings with Skill
Maintenance	87%
Repair	71%
Electricity	48%
Mechanical	41%
Plumbing	27%

Source: EMSI

#### Top Employers

Company
ARAMARK Corporation
Franklin Resources, Inc.
Riverstone Residential Group, LLC
The Home Depot, Inc.
Laboratory Corporation of America Holdings

Source: EMSI

\*By number of online job ads

## **ATTACHMENT 5**

### **CAHRACTERISTICS OF THE INSURED UNEMPLOYED HUNTERDON COUNTY, NJ**

# Attachment 5

## Hunterdon County Insured Unemployed

<b>Characteristics of Unemployment Insurance Claimants:</b> <b>Hunterdon County</b>	<b>Jan-16</b>	<b>Feb-16</b>	<b>Mar-16</b>	<b>Apr-16</b>	<b>May-16</b>	<b>Jun-16</b>	<b>Jul-16</b>	<b>Aug-16</b>	<b>Sep-16</b>	<b>Oct-16</b>	<b>Current Month Percentage of County Total</b>
<b>TOTAL:</b>	1,148	1,186	1,028	810	760	740	898	889	671	624	
<b>GENDER<sup>1</sup>:</b>											
Male	777	828	696	504	439	386	403	402	348	341	54.6%
Female	371	356	331	303	318	351	493	486	321	283	45.4%
N/A	0	*	*	3	3	3	*	*	*	0	0.0%
<b>AGE<sup>1</sup>:</b>											
Age 16-19	0	0	0	0	0	0	0	0	0	0	0.0%
Age 20-24	68	69	57	32	18	18	18	13	15	18	2.9%
Age 25-34	193	194	161	107	98	84	104	98	91	89	14.3%
Age 35-44	160	175	145	115	105	108	104	110	95	82	13.1%
Age 45-54	282	288	248	220	216	213	259	267	188	172	27.6%
Age 55-64	315	328	292	236	231	222	284	278	209	190	30.4%
Age 65 and Older	116	117	109	88	76	80	112	108	59	61	9.8%
Age Unknown	14	15	16	12	16	15	17	15	14	12	1.9%
<b>RACE/ETHNICITY<sup>1</sup>:</b>											
White/Not of Hispanic Origin	965	987	838	651	618	619	759	750	556	518	83.0%
Black/Not of Hispanic Origin	15	14	18	14	12	12	22	20	18	17	2.7%
Hispanic Origin	71	81	73	50	37	33	41	41	29	29	4.6%
Amer. Indian or Alaska Native	0	0	0	0	0	0	*	*	*	3	0.5%
Asian or Pacific Islander	26	29	28	29	30	23	*	*	*	21	3.4%
Chose not to answer	71	75	71	66	63	53	48	46	42	36	5.8%
<b>INDUSTRY:</b>											
Agriculture	*	12	10	*	*	*	4	*	*	8	1.3%
Mining	*	*	*	*	0	0	0	*	0	*	N/A
Utilities	0	*	*	*	0	*	0	0	*	*	N/A
Construction	206	246	185	129	102	88	82	84	72	69	11.1%
Manufacturing	68	78	69	61	55	54	55	48	36	36	5.8%
Wholesale trade	49	51	50	38	36	39	43	43	35	39	6.3%
Retail trade	115	108	106	84	74	63	68	71	70	55	8.8%
Transportation and warehousing	18	15	17	18	14	15	41	40	7	11	1.8%
Information	21	18	15	20	42	23	22	21	18	11	1.8%
Finance and insurance	31	36	31	37	45	51	55	52	53	50	8.0%
Real estate and rental and leasing	15	17	17	16	14	13	15	16	16	13	2.1%
Professional and technical services	112	102	92	96	101	85	87	93	85	70	11.2%
Management of companies	32	29	28	32	33	31	20	24	21	19	3.0%
Administrative and waste services	194	205	177	113	83	80	75	86	73	72	11.5%
Educational services	23	15	21	15	15	18	59	52	33	32	5.1%
Health care and social assistance	66	62	51	56	58	52	70	70	55	44	7.1%
Arts, entertainment, and recreation	60	57	42	15	11	11	13	11	9	16	2.6%
Accommodation and food services	38	32	25	16	13	51	105	107	24	20	3.2%
Other services except public administration	20	27	24	23	24	27	36	20	16	16	2.6%
Public administration	11	8	5	*	*	6	9	9	6	6	1.0%
N/A	56	64	58	34	34	29	38	36	32	31	5.0%
<b>EDUCATIONAL ATTAINMENT<sup>1</sup>:</b>											
Grade 0 - 12	475	536	449	307	278	267	353	328	237	226	36.2%
1 yr College or Tech School	86	84	75	57	59	65	66	64	46	40	6.4%
2 yrs College	129	129	103	92	97	93	113	113	81	71	11.4%
3 yrs College	45	50	56	42	36	35	39	38	27	25	4.0%
4 yrs College or Undergrad	256	248	216	180	165	163	178	191	164	158	25.3%
1 yr Postgrad	44	35	32	33	31	33	37	40	27	28	4.5%
2 yrs Post- grad or Masters	57	52	47	46	47	40	59	66	54	47	7.5%
Doctorate	56	52	50	53	47	44	53	49	35	29	4.6%
Chose not to answer	0	0	0	0	0	0	0	0	0	0	0.0%
<b>OCCUPATION<sup>1</sup>:</b>											
Business and Financial	42	41	38	37	42	45	51	47	33	33	5.3%
Construction and Extraction	163	200	143	94	72	72	64	71	61	60	9.6%
Farming, Fishing and Forestry	*	16	12	*	*	*	*	*	*	*	N/A
Installation, Maintenance and Repair	52	50	50	31	34	28	31	32	26	24	3.8%
Management	168	176	158	144	135	126	141	134	122	116	18.6%
Military	*	0	0	*	*	*	*	*	*	*	N/A
Office and Administrative Support	98	102	98	89	95	85	89	91	93	98	15.7%
Production	60	59	47	40	34	34	31	27	26	18	2.9%
Professional and Related	184	169	167	170	178	164	209	207	151	121	19.4%
Sales and Related	87	78	63	50	44	53	64	68	57	57	9.1%
Services	181	185	154	77	54	67	122	124	49	45	7.2%
Transportation and Material Moving	79	93	81	58	48	42	70	63	30	32	5.1%

## **ATTACHMENT 5**

### **CAHRACTERISTICS OF THE INSURED UNEMPLOYED SOMERSET COUNTY, NJ**

# Attachment 6

## Somerset County, NJ Insured Unemployed

<b>Characteristics of Unemployment Insurance Claimants:</b> <b>Somerset County</b>	<b>Jan-16</b>	<b>Feb-16</b>	<b>Mar-16</b>	<b>Apr-16</b>	<b>May-16</b>	<b>Jun-16</b>	<b>Jul-16</b>	<b>Aug-16</b>	<b>Sep-16</b>	<b>Oct-16</b>	<b>Current Month Percentage of County Total</b>
<b>TOTAL:</b>	3,070	3,240	2,950	2,478	2,379	2,328	2,754	2,697	2,145	2,089	
<b>GENDER<sup>1</sup>:</b>											
Male	1,966	2,115	1,878	1,455	1,333	1,270	1,313	1,249	1,183	1,140	54.6%
Female	1,099	1,116	1,065	1,014	1,026	1,050	1,437	1,440	952	946	45.3%
N/A	5	9	7	9	20	8	4	8	10	3	0.1%
<b>AGE<sup>1</sup>:</b>											
Age 16-19	9	8	8	7	4	5	*	*	5	10	0.5%
Age 20-24	139	155	160	117	95	89	*	*	100	102	4.9%
Age 25-34	589	610	573	447	416	421	438	431	384	361	17.3%
Age 35-44	583	637	573	476	455	440	526	493	403	396	19.0%
Age 45-54	742	795	706	604	583	577	685	656	524	515	24.7%
Age 55-64	699	720	656	588	603	578	682	676	514	504	24.1%
Age 65 and Older	276	280	241	200	172	180	299	299	178	167	8.0%
Age Unknown	33	35	33	39	51	38	31	35	37	34	1.6%
<b>RACE/ETHNICITY<sup>1</sup>:</b>											
White/Not of Hispanic Origin	1,564	1,674	1,470	1,261	1,193	1,146	1,444	1,407	1,064	1,040	49.8%
Black/Not of Hispanic Origin	385	396	391	357	365	377	436	446	373	352	16.9%
Hispanic Origin	673	713	628	406	344	336	404	381	291	310	14.8%
Amer. Indian or Alaska Native	4	3	4	4	*	*	*	0	0	*	N/A
Asian or Pacific Islander	246	232	234	244	*	*	*	254	239	*	N/A
Chose not to answer	198	222	223	206	222	202	204	209	178	155	7.4%
<b>INDUSTRY:</b>											
Agriculture	6	6	5	0	0	*	0	*	*	3	0.1%
Mining	*	*	*	0	0	0	*	*	*	*	N/A
Utilities	*	*	*	*	*	*	*	*	*	*	N/A
Construction	363	439	386	244	175	132	131	118	122	104	5.0%
Manufacturing	193	190	168	170	173	158	146	142	162	185	8.9%
Wholesale trade	175	181	170	163	145	154	149	144	139	140	6.7%
Retail trade	252	275	257	226	228	205	212	221	213	196	9.4%
Transportation and warehousing	96	101	87	85	66	75	197	217	68	70	3.4%
Information	92	90	85	76	148	92	86	71	71	67	3.2%
Finance and insurance	129	130	124	158	163	144	151	156	158	147	7.0%
Real estate and rental and leasing	41	39	38	38	25	23	26	24	19	20	1.0%
Professional and technical services	302	329	321	315	337	340	345	300	294	291	13.9%
Management of companies	83	84	69	75	77	76	65	53	58	53	2.5%
Administrative and waste services	616	639	571	397	352	348	342	353	313	281	13.5%
Educational services	85	78	63	57	58	95	161	170	100	92	4.4%
Health care and social assistance	160	153	161	154	154	202	225	207	164	174	8.3%
Arts, entertainment, and recreation	89	102	88	31	19	13	20	13	12	9	0.4%
Accommodation and food services	109	107	94	95	71	103	271	269	68	63	3.0%
Other services except public administration	60	69	72	67	59	55	57	53	58	63	3.0%
Public administration	79	72	46	21	*	7	68	68	11	17	0.8%
N/A	137	150	142	104	118	103	99	114	111	112	5.4%
<b>EDUCATIONAL ATTAINMENT<sup>1</sup>:</b>											
Grade 0 - 12	1,458	1,573	1,407	1,022	907	882	1,118	1,118	802	815	39.0%
1 yr College or Tech School	212	219	200	153	153	153	179	185	134	125	6.0%
2 yrs College	324	327	305	276	261	247	289	289	213	223	10.7%
3 yrs College	115	110	105	116	122	117	114	108	101	95	4.5%
4 yrs College or Undergrad	483	516	492	465	455	468	537	510	465	430	20.6%
1 yr Postgrad	116	127	109	111	122	128	140	133	106	105	5.0%
2 yrs Post- grad or Masters	198	204	191	186	195	179	214	193	175	154	7.4%
Doctorate	164	164	141	149	164	154	163	161	149	142	6.8%
Chose not to answer	0	0	0	0	0	0	0	0	0	0	0.0%
<b>OCCUPATION<sup>1</sup>:</b>											
Business and Financial	122	126	131	136	153	154	162	147	137	141	6.7%
Construction and Extraction	305	362	273	187	136	90	96	89	88	86	4.1%
Farming, Fishing and Forestry	9	12	9	*	*	*	5	*	*	*	N/A
Installation, Maintenance and Repair	87	92	100	90	95	75	76	64	62	71	3.4%
Management	346	366	341	329	351	354	365	354	331	328	15.7%
Military	5	6	5	*	*	*	3	*	*	*	N/A
Office and Administrative Support	384	405	393	364	358	327	331	319	297	313	15.0%
Production	194	195	174	125	122	128	138	145	141	147	7.0%
Professional and Related	590	604	543	534	537	543	626	624	539	496	23.7%
Sales and Related	181	204	205	186	190	168	206	198	177	137	6.6%
Services	438	437	373	235	179	250	416	406	176	170	8.1%
Transportation and Material Moving	373	391	367	248	202	196	299	311	155	160	7.7%

## **ATTACHMENT 7**

### **ONE STOP PARTNER CAREER SERVICES MATRIX**

## ATTACHMENT 2

### ONE-STOP PARTNER CAREER RELATED SERVICES

	OS Operator	ES	DVRS	UI	Trade Act	Vets	HC Polytech	SC Vo Tech	HCDSS	SCBSS	RVCC	HCESC	CDBG	SCESP
<b>BASIC CAREER SERVICES:</b>														
Eligibility Determination	•	•	•			•	•	•						
Outreach, intake & orientation	•	•	•		•	•	•	•			•		•	•
Assessment	•	•	•			•	•	•	•	•	•	•		•
<b>Labor Exchange Services, including:</b>														
Job Search	•	•	•		•	•	•	•						
Placement Assistance	•	•	•		•	•					•	•		
Labor Market Information	•	•	•		•	•								
Career Counseling	•	•	•		•	•								
Recruitment	•	•	•		•	•								
Business Services					•									
Training provider info	•	•	•		•	•						•		
Local area performance info	•	•												
Supportive services info	•	•	•	•	•	•	•	•	•	•	•	•	•	•
Referrals	•	•	•	•	•	•	•	•	•	•	•	•	•	•
UI claim filing info	•	•	•	•		•								
Help w/eligibility for financial aid prog not funded under this Act	•	•	•		•	•	•	•	•	•	•	•	•	
<b>INDIVIDUALIZED CAREER SERVICES:</b>														
Assessment and testing	•	•	•		•	•	•	•			•	•		•
Individual employment plan development	•	•	•		•	•	•	•				•		•
Group counseling	•	•	•	•		•	•	•			•	•		



	OS Operator	ES	DVRS	UI	Trade Act	Vets	HC Polytech	SC Vo-Tech	HCDSS	SCBSS	RVCC	HCESC	CDBG	SCSEP
Individual counseling	•	•	•	•	•	•	•	•			•	•		•
Career planning	•	•	•		•	•	•	•			•	•		•
Short-term pre-vocational services	•	•	•				•	•				•		
Internships and work experience	•		•			•	•	•			•	•		•
Workforce preparation activities	•	•	•		•	•	•	•			•	•		•
Financial literacy services	•	•	•			•	•	•			•	•	•	•
Out of area employment services	•	•	•			•								•
ESL instruction	•										•	•		
<b>FOLLOW UP SERVICES:</b>														
Follow-up counseling	•	•	•			•	•	•	•	•	•	•	•	•
<b>TRAINING SERVICES (may include):</b>														
Occ. skills training, inc. non-traditional	•	•	•		•	•	•	•			•			•
On-the-job training	•	•	•		•	•								
Incumbent worker training	•										•			
Combined progs. w/ related instruction	•	•	•			•	•	•						
Training services operated by private sector	•	•	•		•	•								
Skill upgrading and retraining	•	•	•		•	•	•	•			•			•
Entrepreneurial training	•	•			•	•								
Transitional jobs	•	•	•		•	•								•
Job readiness training	•	•	•		•	•	•	•			•			•
Adult Ed and literacy activities	•	•				•	•	•			•			
Customized training with commitment											•			

## **ATTACHMENT 8**

# **GRWDB MEMBER ORIENTATION GUIDE AND HANDBOOK**

# Member Orientation Guide & Handbook

March 2016

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## 1. Key Terms

The following definitions will assist the reading in understanding aspects of the workforce investment system and the contents of this Handbook.

**Administrative Funds:** That portion of gross federal and state workforce investment grants that are not directly connected to providing services to individuals and may be used to support the operation of the Greater Raritan Workforce Development Board

**Fiscal Agent:** The County of Somerset, New Jersey serves as Fiscal Agent for the Greater Raritan, accepting workforce investment grant revenue, using established financial and accounting processes and methods to account for revenue and expenses.

**Fiscal Year:** June 30 to July 1.

**Grant Recipient:** All federal and state workforce investment grants must flow through a public entity. For Greater Raritan the Grant Recipient is the County of Somerset, NJ, who also serves as the Fiscal Agent by maintain books, records and accounting of grant funds.

**Joint Agreement:** A required agreement by and between the Board of Chosen Freeholders of the County of Hunterdon, New Jersey, the Board of Chosen Freeholders of the County of Somerset, New Jersey, and the Greater Raritan Workforce Development Board establishing the operating structure for the Greater Raritan Workforce Development Board Local Area.

**Local Area:** For purposes of the Workforce Innovation and Opportunity Act of 2014, a geographic region designated by the New Jersey State Employment and Training Commission. For the Counties of Hunterdon and Somerset, New Jersey the Local Area is known as Greater Raritan.

**New Jersey State Employment and Training Commission (NJSETC):** The Workforce Development Board for the State of New Jersey. The NJSETC authorizes the existence of Local Areas through a certification process and establishes policies that Local Areas must adhere to.

**One Stop Operator:** The primary management level position appointed by a Workforce Development Board to oversee the delivery of services and resources directly to individuals and to engage “partners” in the delivery of services.

**Program Funds:** Workforce investment grant revenue from federal and state sources connected directly to providing individuals with resources and services.

**Workforce Development Board (WDB):** A governance and policy body established with the Workforce Innovation and Opportunity Act of 2014. The Act specifies, among other requirements, Membership and representation (business, non-profit, education) categories.

**Workforce Innovation and Opportunity Act of 2014:** Federal Law that replaced the Workforce Investment Act of 1998 and establishes legal program and administrative requirements.

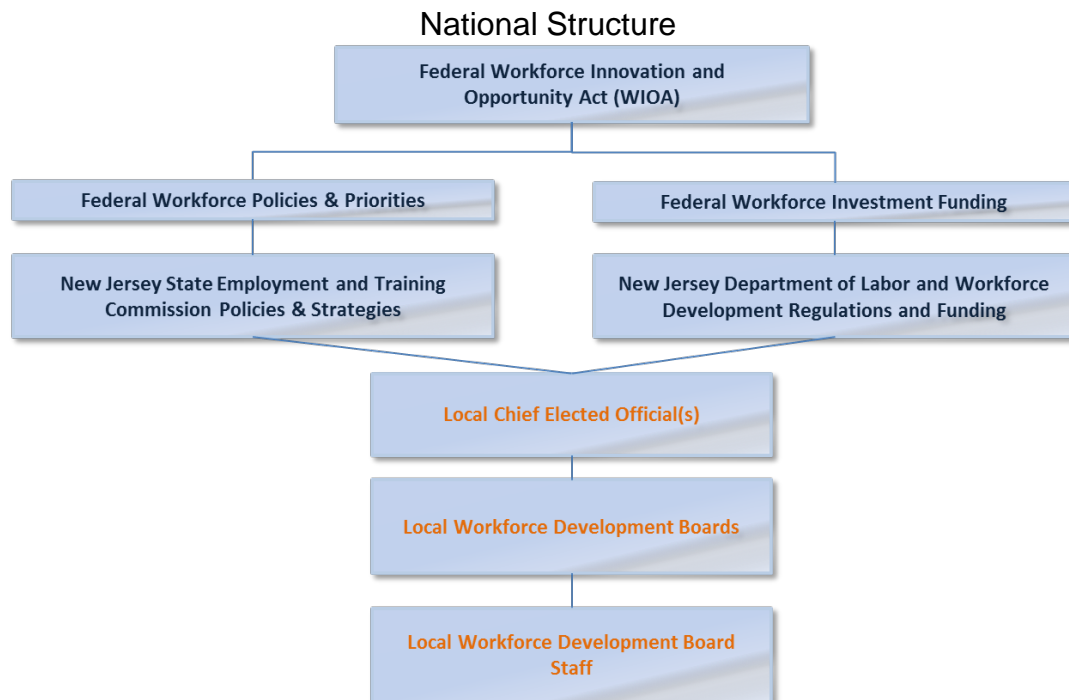
## 2. The National Workforce Development Board System

The Workforce Innovation and Opportunity Act of 2014 establishes a structure for delivery of federal workforce training and education investments. This extensive piece of legislation allocates funding to states, is the basis for regulations governing the use of funds, directs membership categories for state and local Workforce Development Boards, defines required Board committees (One Stop, Youth, Disability, Literacy) sets performance standards, and establishes categories of funding (Dislocated Worker, Adult, Youth) among many other provisions.

Key statements from the United States Department of Labor, Employment and Training Commission on positive aspects of the Workforce Innovation and Opportunity Act include:

- “WIOA streamlines membership of business-led, state and local workforce development boards.”
- “WIOA emphasizes engaging employers across the workforce system to align training with needed skills and match employers with qualified workers.”
- “adds flexibility at the local level to provide incumbent worker training and transitional jobs as allowable activities and promotes work-based training...”
- “promotes the use of career pathways and sector partnerships to increase employment in in-demand industries and occupations.”

While the Workforce Innovation and Opportunity Act is both a policy document (ex: board membership) and funding legislation (Dislocated Worker, Adult, Youth) these functions begin to split at the state level as depicted in the following chart.



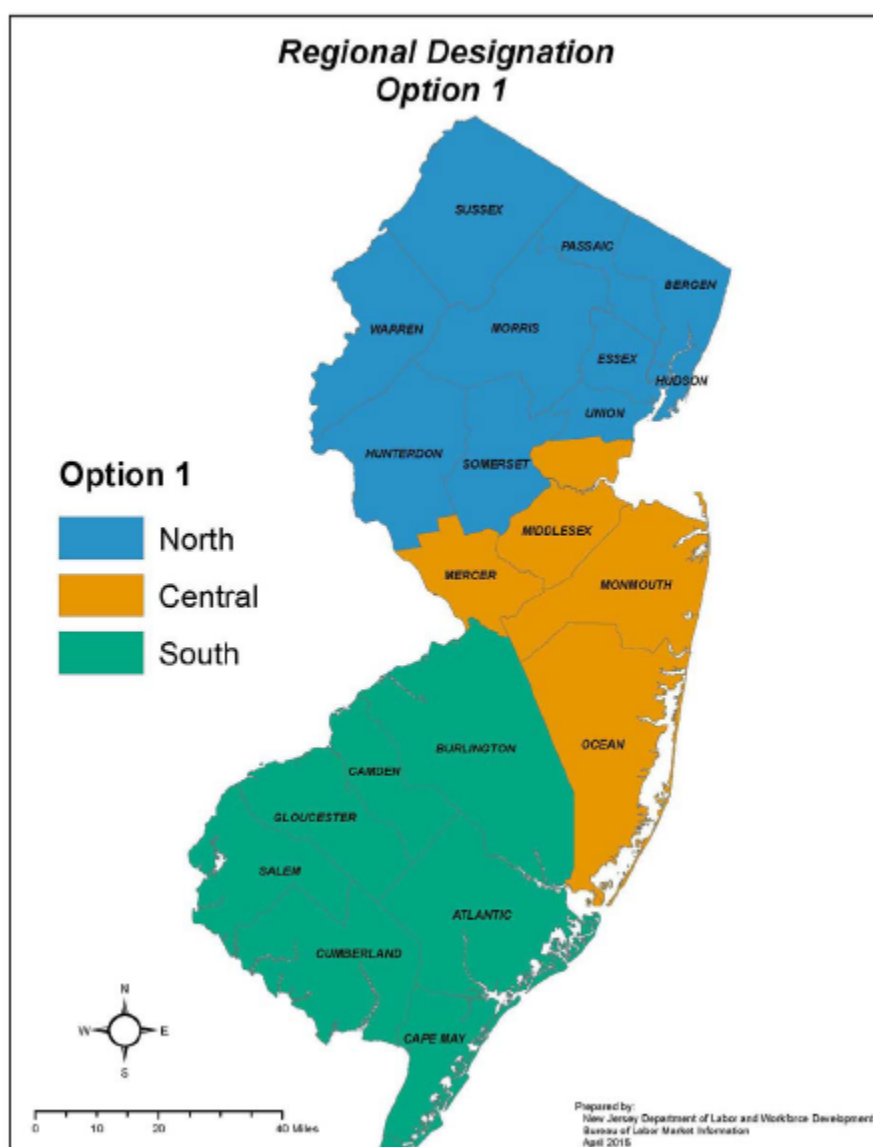
### 3. About Workforce Development Boards in New Jersey

The Greater Raritan Workforce Development Board is one of 8 Workforce Development Boards in the “Northern New Jersey Planning Area” and one of 17 Workforce Development Boards in the State of New Jersey. The GRWDB is required to undertake regional workforce investment planning with our northern New Jersey partners.

In northern New Jersey the other Workforce Development Boards are: Bergen, Hudson/Jersey City, Essex, Newark, Passaic, Union, and Morris/Sussex/Warren.

In Central New Jersey the Workforce Development Boards are: Mercer, Middlesex, Monmouth, and Ocean.

In Southern New Jersey the other Workforce Development Boards are: Burlington, Camden, Gloucester, Cumberland/Salem, and Atlantic/Cape May.





## 4. What is a Workforce Development Board?

*[Editor's Note: The following is excerpted from the New Jersey State Employment Commission "WIB Member Handbook". References to Workforce Investment Boards (WIB's) have been updated to Workforce Development Boards (WDB's) and other minor editing has taken place]*

Workforce Investment Boards (WDBs) are important policy Boards for occupational skills training and educational programs in their respective workforce areas. Local elected officials appoint WDB members to volunteer positions on the WDB. A majority of seats are filled with private business representatives and other required membership categories like Labor Unions, Community Based Organizations, Education and others.

WDBs are charged with integrating publicly funded services and training into a workforce system that is flexible, seamless, and responsive to the needs of both job seekers and employers. The WDB must define a vision, mission, and goals based on local community needs. These are memorialized in a strategic plan that establishes the local one-stop service delivery system, a system to serve youth, a system to provide literacy training and a system to serve welfare recipients.

The WDB is expected to act as a Board of Directors to identify the needs of the local job market, leverage resources, oversee One-Stop Career Centers, and otherwise direct workforce investment programs in their area. WDBs work in conjunction with economic development and related organizations to promote economic growth and ameliorate worker dislocations. They work with community colleges, K-12 school systems, and other providers to improve services and curriculum for dislocated workers, incumbent workers and new entrants to the workforce.

## 5. Local Area Mission and Priorities

The Greater Raritan WDB oversees workforce delivery policy in Hunterdon and Somerset counties, New Jersey.

The Greater Raritan WDB brings together organized labor, education, community-based organizations and economic development agencies in setting workforce investment policy including:

- Overseeing the investment of approximately \$3,500,000 in federal and state training funds for demand occupations training and education to meet local employer needs.
- Serving as a unifying agent for the two-county business sector, especially for small- and medium- sized businesses.
- Fostering high-skill, high-wage jobs for all populations.
- Helping people on public assistance move into employment.
- Guiding disadvantaged and at-risk youth to career paths and opportunities.
- Ensure that adults have the basic education to maintain a sustainable living.

## 6. Strategic Priorities

GRWIB members are focused on setting policy around the following strategic priorities:

- Focus on sector strategies consistent with the New Jersey State (Economic Development) Plan and the New Jersey Unified Workforce Investment Plan.
- Build strategic alliances with partners, including those in the economic development arena.
- Coordinate outreach to the business community among the various entities currently engaged in contacting businesses.
- Focus our strategies on career paths versus simply employment.
- Recognize the role that transportation plays in employment.
- Develop additional revenue streams and re-think our finances.

## 7. Who's Accountable to Whom?

With so many stakeholders involved in working toward the development of an effective local and State workforce system, it is easy to lose sight of who is ultimately accountable to whom. In summary, the lines of accountability are as follows:

- The Local Elected Official is accountable for the local Workforce Investment System and for the fiscal integrity of the funds distributed to the area.
- The WDB is accountable for the effectiveness of the local system.
- The One-Stop Operator is accountable to the WDB and Local Elected Official and State and federal funding sources for the performance of the local One-Stop System.
- The One-Stop Partners are accountable to the One-Stop Operator and the WDB as well as to their respective State or County Departments.
- Site Managers at satellite One-Stop Career Center offices are accountable to the One-Stop Operator.
- WDB staff is solely accountable to the WDB.
- The WDB prepares the annual budget.
- The LEO signs off on the budget.
- The State gives final approval.
- The LEO's Fiscal Agent must distribute funds as directed by the approved budget, and as such is accountable to the WDB.

## 8. Governance Structure, Greater Raritan Workforce Development Board

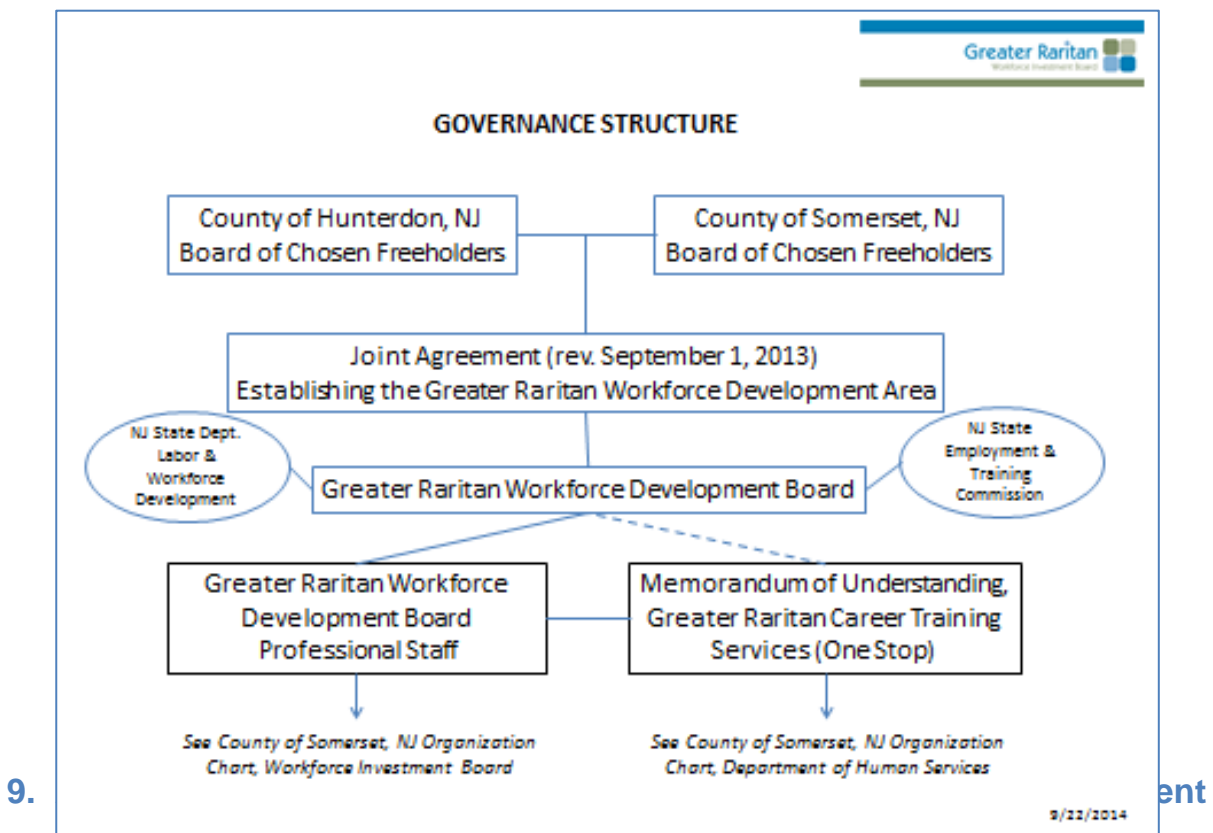
The Greater Raritan Workforce Development Board includes the counties of Hunterdon and Somerset, New Jersey and is certified as a Local Area by the New Jersey State Employment and Training Commission.

In order to establish a governance structure for the Greater Raritan Local Area, the Boards of Chosen Freeholders of Hunterdon and Somerset Counties and the Greater Raritan Workforce Development Board enter into a "Joint Agreement" defining roles and responsibilities of the partners.

Among other provisions the current the Joint Agreement:

- Establishes GRWDB Member appointments
- Designates the County of Somerset, New Jersey as the Grant Recipient and Fiscal Agent
- Designates the Department of Human Services of the County of Somerset, New Jersey as the “One Stop Operator”

The following chart shows the relationship between the Boards of Chosen Freeholders, the Greater Raritan Workforce Development Board, state entities, the Board’s staff, and the One Stop Career Training Services Operator.

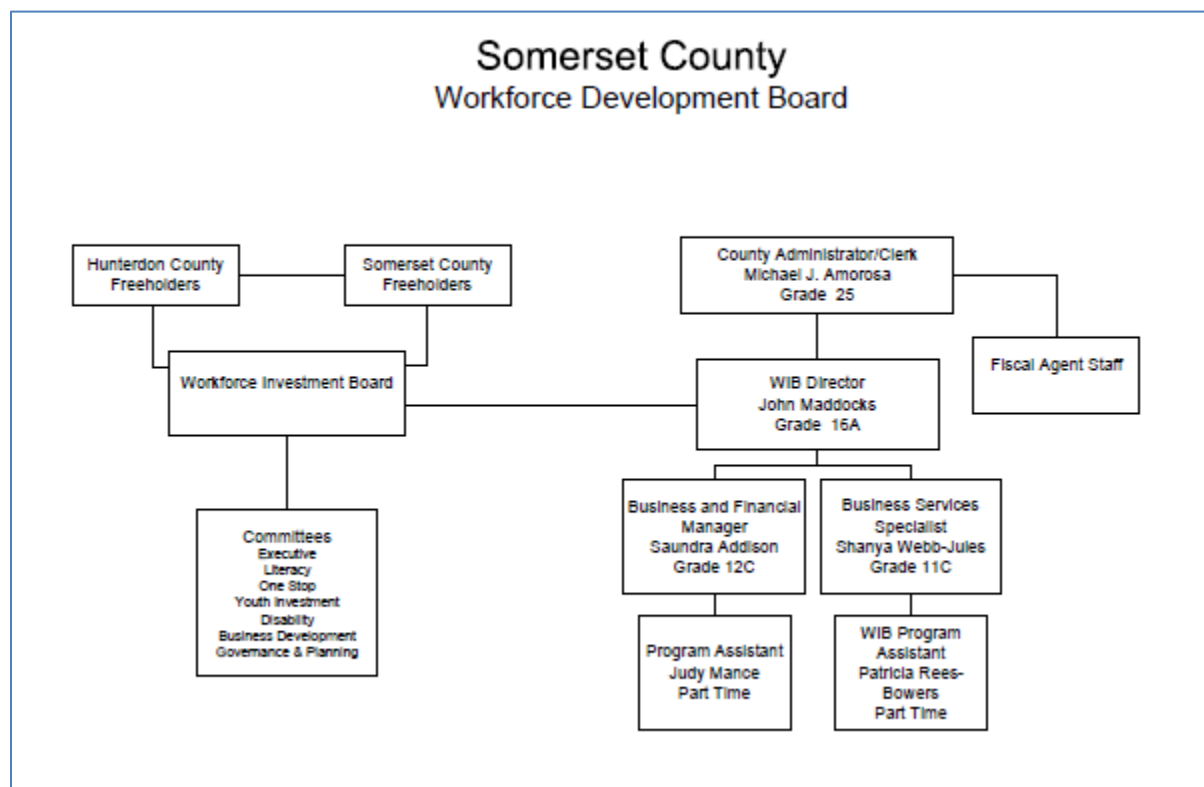


The County of Somerset, NJ has agreed to be the employer of Greater Raritan Workforce Development Board and Greater Raritan One Stop Career Training Services staff. This enables the Board to leverage the resources of the County of Somerset including personnel policies, payroll administration, performance review, and employer responsibilities under federal and state laws and regulations.

For administrative and supervisory purposes, Greater Raritan Workforce Development Board staff is aligned with the Administrator’s Office of the County of Somerset, NJ.

The below Organizational Chart depicts how staff of the Greater Raritan Workforce Development Board is aligned with supervisory staff at Somerset County and the

connection between that staff, the Workforce Development Board and the Boards of Chosen Freeholders of Hunterdon and Somerset Counties.



## 10. Administrative Structure, Greater Raritan One Stop Career Training Services

As noted previously, the Joint Agreement between the Boards of Chosen Freeholders of Hunterdon and Somerset Counties and the Greater Raritan Workforce Development Board calls for the Somerset County Department of Human Services to establish a unique Division in the Department for purposes of providing direct services to clients.

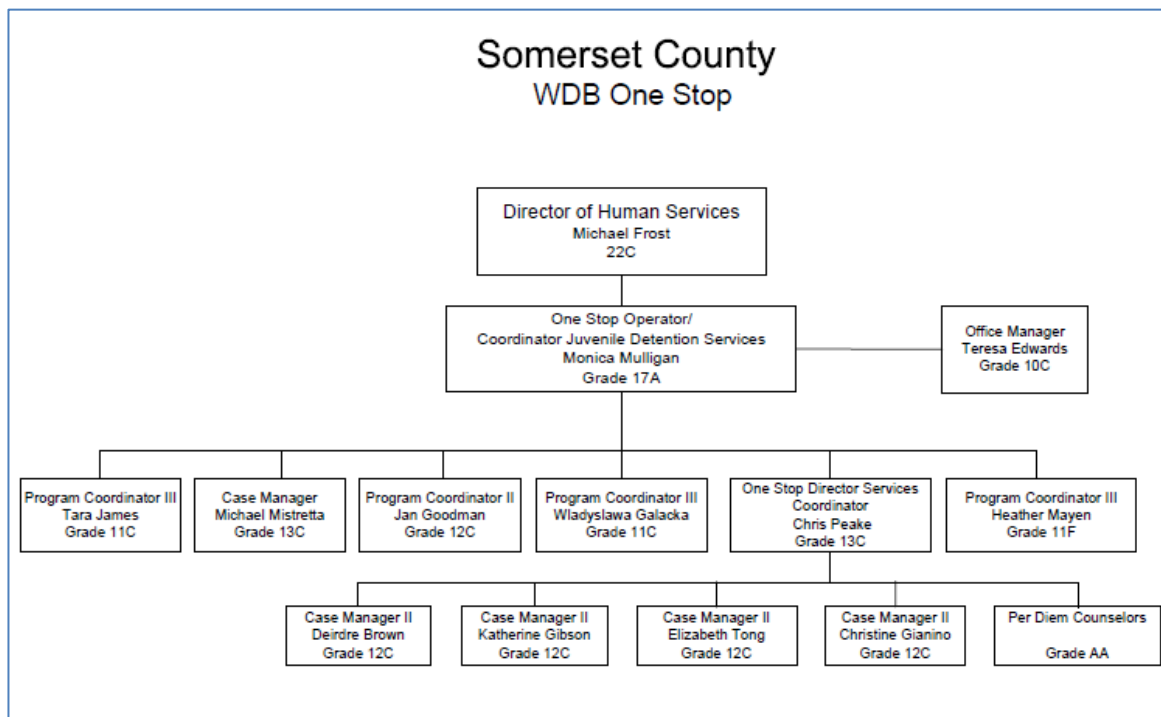
The Greater Raritan Workforce Development Board enters into a Memorandum of Understanding with Greater Raritan Career Training Services as the “One Stop Operator”

The federal Workforce Innovation and Opportunity Act defines the One Stop Operator role as:

- Coordinating service delivery among partners
- Coordinating service delivery among physical and electronic sites
- Coordinating services across local area system
- Serving as the primary provider of services at physical centers

It should be noted that by July 1, 2017 the Greater Raritan Workforce Development Board will be required to use a competitive selection process in appointing a “One Stop Operator”. Specific rules and regulations regarding this process have not yet been specifically defined at either the state or federal level.

Depicted below is the current administrative structure for Greater Raritan One Stop Career Training Services.



## 11. Financial Structure

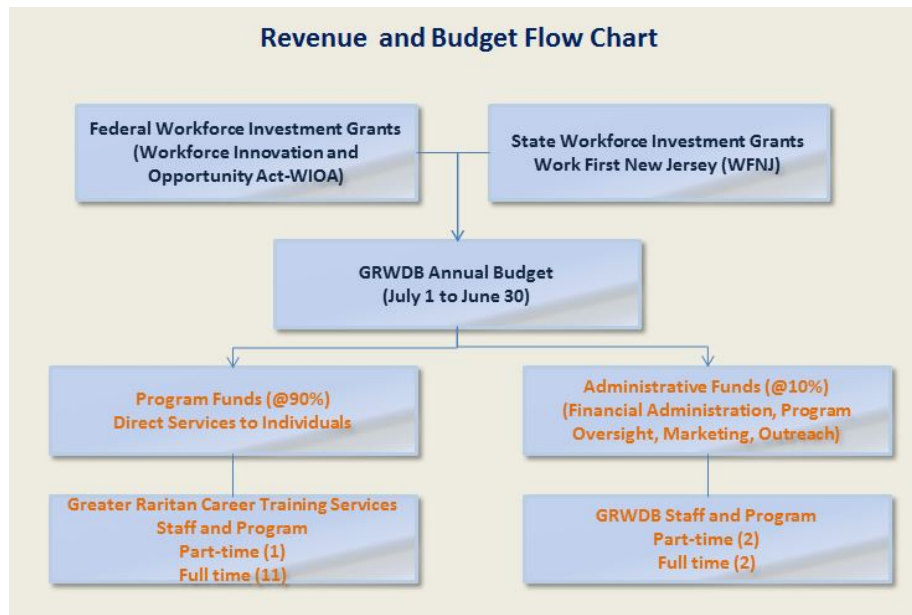
Federal and state workforce investment grant funds must flow through a government entity. The County of Somerset, NJ has agreed to assume responsibility as the grant recipient and fiscal agent for the GRWDB.

Annually, the State of New Jersey issues Notices of Obligation to the GRWDB that detail the program category of funds being made available, the amount of funds being made available, and including any special conditions on the funds. An example of a special condition is an allocation available for use in only to Hunterdon or Somerset County.

GRWDB staff prepares Resolutions for acceptance of the funds for consideration by the Somerset County Board of Chosen Freeholders. Upon acceptance by the Freeholder Board the Somerset County Finance Department establishes grant accounts to track income and expenses.

It should be noted that state and federal workforce investment funds are “reimbursable”, which means that the State of New Jersey only transmits actual funds after the funds have been spent at the local level.

To recoup funds expended by the County of Somerset relative to state and federal workforce investment grants GRWDB staff prepares a monthly submission to the NJ Department of Labor and Workforce Development detailed all expenses in the previous month. Once the GRWDB monthly expenses report is accepted by the NJ Department of Labor and Workforce Development the County of Somerset is then reimbursed for those expenses.



## 12. Annual Budgeting

GRWDB staff prepares a draft budget annually for consideration. The draft budget submission includes known and estimated revenue.

The annual budget package for the GRWDB is actually two separate budgets; one for the operations of the GRWDB, the other for operations of Greater Raritan Career Training Services.

In general terms, the GRWDB budget includes administrative funds, while the Greater Raritan One Stop Career Training Services budget contains program funds.

Administrative funds are used to meet the requirements of the New Jersey State Employment and Training Commission, including local and regional strategic planning, budget development and administrative oversight, and implementation of local strategic priorities.

Program funds can generally only be used in providing direct services to clients.

### 13. GRWDB Annual Budget

Below is an example of an Annual Budget for the GRWDB.

Example: BUDGET GRWDB			
Revenue			
		Prev Year	Current Year
State & Federal Workforce Investment Revenue			
Expense			
GROS Administrative			
Operational Expenses			
Occupancy Costs			
Supplies			
Technology			
Salaries			
	Director		
	Business Mgr		
	Business Outreach Specialist		
	Operations Support		
	Part-time Staff		
Fringe			
	Director		
	Business Mgr		
	Outreach Specialist		
	Executive Support		
	Fringe Part Time		
Board Priorities			
	Business Outreach		
	Marketing & Communications		
	Partners Collaboration		
	Targeted Industries		
	Career Paths		
	Transportation to Work		
	Revenue Enhancement		
NJSETC Requirements			
	Annual Report		
	Local & Strategic Planning		
	Program Monitoring		
	Web site		
	Board Development		
	Youth Committee		
	Literacy Committee		
	Disabilities Committee		
	One -Stop Committee		
Total Expense			
<b>NET</b>			

### 14. Greater Raritan One Stop Career Training Services Annual Budget



Below is an example of the Annual Budget for Greater Raritan One Stop Career Training Services.

Example: BUDGET GROS			
Revenue			
		Prev Year	Current Year
State & Federal Workforce Investment Revenue (Est.)			
Administrative Revenue			
TOTAL CAREER TRAINING SERVICES REVENUE			
Expense			
GROS Admin			
Salaries			
Fringe			
GROS Program			
Salaries			
Fringe			
Occupancy Costs			
	Hunterdon County OS		
	Somerset County OS		
Operational Expenses			
Supplies			
Contracts			
	Workfirst NJ-Hunterdon		
	Workfirst NJ-Somerset		
	Workforce Learning Link		
	Work Readiness Assessment-Hunterdon		
	Work Readiness Assessment-Somerset		
	Workfirst NJ Client Resources-Somerset Social Services		
	Youth Outreach-Somerset		
	Youth Outreach-Hunterdon		
	Youth Work Readiness, Incentives & Internships		
	Youth Individual Training Accounts		
	Individual Training Accounts		
Technology			
Transportation-Direct Services			
Memberships			
Travel			
Conference and Training			
TOTAL GROS PROGRAM			
TOTAL GROS ADMINISTRATIVE & PROGRAM			
NET			

## 15. Board Member Responsibilities

GRWDB Members, while appointed by either the Hunterdon County Board of Chosen Freeholders or the Somerset County Board of Chosen Freeholders, are expected to act in the best interests of the bi-county Local Area and the future workforce needs of employers.

Members are expected to attend meetings and participate in discussions on policy, oversight, and financial matters that may come before the Board. It is a goal of the Board to have actively engaged Members who contribute their insight, experience and



knowledge on workforce delivery and investment concerns and opportunities in the Local Area.

It is also expected that GRWDB members will, to the best of their ability, act as ambassadors for the organization and seek to involve others in helping insure an effective and efficient workforce delivery system in the Local Area.

In a Member finds themselves in the position of being unable to regularly participate in meetings of the organization, it is the Member's responsibility to advise the Chair or Director of their challenge so that reasonable action may be taken.

If a duly appointed individual Member is no longer able to participate in policy, oversight, and financial discussions of the GRWDB it is the Member's responsibility to advise the Chair or Director of their intent to resign. Any Member submitting an intent to resign is expected to assist the GRWDB in identifying a new potential appointee to the GRWDB who possesses similar knowledge, background, and experience.

The GRWDB recognizes the need to balance the volunteer nature of Board service with the legislated and regulatory responsibilities of the organization. It is a goal of the GRWDB to engage individuals with special knowledge and experiences to improve the workforce delivery system in the Local Area consistent with the needs of employers.

## **16. GRWDB Committees**

The GRWDB, bi-annually, elects an Executive Committee to serve the Membership in between quarterly meetings of the Board. The Executive Committee meets 8 times per year at times and locations established by the GRWDB.

The GRWDB is responsible for maintaining four required Committees, these are:

- One Stop Committee
- Youth Committee
- Disabilities Committee
- Literacy Committee

The GRWDB may elect to establish other Committees necessary to the efficient conduct of business.

## **17. Questions and Answers**

### **What is a Local Workforce Development Board?**

A Workforce Development Board is a public/private partnership formed at the local level. The "local level" for the Greater Raritan Workforce Development Board is Hunterdon and Somerset Counties, New Jersey.

Local Workforce Development Boards are directly responsible for overseeing the investment of federal and state workforce investment grant funds (see: How is the Greater Raritan Workforce Development Board Funded?) and for setting workforce investment policy in the region.

### **What does the Greater Raritan Workforce Development Board do?**

The primary responsibilities of the Greater Raritan Workforce Development Board are to: appoint an “Operator” for One Stop Career Training Services (often referred to as the One Stop Operator), develop and adopt an annual budget, and oversee the activities of Greater Raritan Career Training Services.

The Board is also charged with maintaining certain committees, including a Youth Investment Committee, a One Stop Committee, a Disabilities Committee, and a Literacy Committee.

The NJ State Employment and Training Commission places additional responsibilities on the Board including requirements to engage in a certification process, participation in regional planning, producing a Local Strategic Plan, producing an Annual Report, and maintaining records of the Boards activities.

### **How is the Greater Raritan Workforce Development Board Organized?**

Federal law, the Workforce Innovation and Opportunity Act of 2014 (WIOA), establishes parameters for local Boards, including roles, responsibilities and membership criteria.

The Boards of Chosen Freeholders of Hunterdon and Somerset Counties, New Jersey appoint Members of the Greater Raritan Workforce Development Board. The County of Somerset, NJ additionally serves as the Fiscal Agent for the Greater Raritan Workforce Development Board.

The New Jersey State Employment and Training Commission is responsible to the US Department of Labor, Education and Training Administration, for local Board operations. The NJ State Employment and Training Commission authorizes the existence of local Boards through a certification process and establishes policies relative to local activities.

### **How is the Greater Raritan Workforce Development Board Funded?**

The Greater Raritan Workforce Development Board receives grant funding from both the state and federal governments. State funds are titled Work First New Jersey (WFNJ) and federal funds are titled Workforce Innovation and Opportunity Act (WIOA).

### **What is the Workforce Innovation and Opportunity Act of 2014?**

The Workforce Innovation and Opportunity Act is federal law that authorizes workforce development boards, or WDBs, to be established throughout the country to insure that the workforce system is responsive to the needs of employers and job seekers.

## **18. Our Commitments**

The following Guiding Principles drive the day to day work of the Greater Raritan Workforce Development Board (GRWDB):

**We are responsive:** GRWDB staff responds to all inquiries in a timely matter. We provide direct answers to questions and/or concerns. Where we do not have an immediate answer we acknowledge the inquiry and seek out facts related to the issue or concern. We communicate these facts regardless of whether they are positive or negative.

**We resolve breakdowns:** We acknowledge when a breakdown has occurred and analyze the factors contributing to the breakdown. We actively take steps to implement solutions so that breakdowns are not repeated. We improve our operations to eliminate future and/or repeated occurrences of breakdowns.

**We are private sector focused:** We engage the business community where they are, attending their meetings as guests and actively seeking out additional partners and constituents.

**We meet our partners where they are:** We carry our message to organizations, trade groups, elected officials, and partners at their regular meetings.

**We meet our leadership where they are:** We do not expect our volunteers to come to us, we go to them. This includes conducting our meetings at private sector locations and showcasing private sector job creation in our community.

**We are facilitators and collaborators:** We recognize the contributions of our partners and seek ways to engage them consistent with the GRWDB's legislated and regulatory responsibilities. We are driven by the human resource talent needs of employers. We seek to eliminate duplication of efforts, and to ensure the business community is being served in an efficient, effective manner.

## 19. How to Contact Us

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## **ATTACHMENT 9**

### **FREEHOLDER RESOLUTION AUTHORIZING SUBMISSION OF THE LOCAL AREA PLAN**

RESOLUTION AUTHORIZING SUBMISSION OF THE GREATER RARITAN  
WORKFORCE DEVELOPMENT BOARD LOCAL AREA PLAN

WHEREAS, the Board of Chosen Freeholders of the County of Hunterdon, New Jersey and the Board of Chosen Freeholders of the County of Somerset, New Jersey have entered into an Agreement establishing the Greater Raritan Workforce Development Board; and

WHEREAS, the Agreement between the County of Hunterdon, New Jersey and the County of Somerset, New Jersey establishes the County of Somerset, New Jersey as the administrative entity for the Greater Raritan Workforce Development Board; and

WHEREAS, the federal Workforce Innovation and Opportunity Act of 2014 requires local Workforce Development Boards to develop and submit a Local Area Plan; and

WHEREAS, the Workforce Innovation of Opportunity Act specifies the content Workforce Development Board Local Area Plans; and

WHEREAS, the State of New Jersey has developed guidance and procedures for the development and submission of Local Workforce Development Board Area Plans; and

WHEREAS, the Greater Raritan Workforce Development Board has developed a Local Area plan consistent with the Workforce Innovation and Opportunity Act and guidance provided by the State of New Jersey; and

WHEREAS, on September 8, 2016, October 13, 2016, and November 10, 2016 the Greater Raritan Workforce Development Board has discussed the Local Area Plan content, and;

WHEREAS the Greater Raritan Workforce Development Board has made a draft of the Local Area Plan available for Public Comment; and

WHEREAS, on November 10, 2016 the Greater Raritan Workforce Development Board approved the draft Local Area Plan for submission to the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED that the Board of Chosen Freeholders of the County of Somerset, New Jersey recognizes the efforts of the Greater Raritan Workforce Development Board in developing a Local Area Plan, and

BE IT FURTHER RESOLVED that the Board of Chosen Freeholders of the County of Somerset, New Jersey authorizes submission of the Greater Raritan Workforce Development Board Local Area Plan to the New Jersey State Employment and Training Commission, and

BE IT FURTHER RESOLVED THAT copies of this Resolution be provided to the New Jersey State Employment and Training Commission, the Board of Chosen Freeholders of the County of Hunterdon, New Jersey, and the Greater Raritan Workforce Development Board.



I, Michael J. Amorosa, Administrator/Clerk of the Board of Chosen Freeholders of the County of Somerset in the State of New Jersey, do hereby certify that the foregoing is a true copy of a Resolution adopted by said Board of Chosen Freeholders at its regularly convened meeting of November 22, 2016.

Michael J. Amorosa, Administrator/Clerk

Approved as to Form and Legality  
Somerset County Counsel

By:

## **ATTACHMENT 10**

### **GRWDB RESOLUTION AUTHORIZING SUBMISSION OF THE LOCAL AREA PLAN**

**Resolution Authorizing Submission of the Greater Raritan Workforce  
Development Board Local Area Plan 2016 to 2020 to the  
NJ State Employment and Training Commission**

Whereas, the Greater Raritan Workforce Development Board has drafted a Local Area Plan consistent with guidance provided by the NJ State Employment and Training Commission, and

Whereas, the Greater Raritan Workforce Development Board Local Area Plan 2016 to 2020 has been developed consistent with the requirements of the Workforce Innovation and Opportunity Act of 2014, and

Whereas, the Greater Raritan Workforce Development Board has discussed the Local Area Plan at no fewer than three meetings of the Board, and

Whereas, the Greater Raritan Workforce Development Board has sought comment on the draft Greater Raritan Workforce Development Board Local Area Plan 2016 to 2020 directly from partners, and

Whereas, the Greater Raritan Workforce Development Board draft Local Area Plan 2016 to 2020 has been made available for public comment on the web site of the organization, and

Whereas, the availability of the Greater Raritan Workforce Development Board draft Local Area Plan 2016 to 2020 was publicized through press notifications, partner newsletters, and direct distribution to a wide variety of constituents, and

Whereas, the Greater Raritan Workforce Development Board received thoughtful and considered comments on the draft Local Area Plan 2016 to 2020 which have been incorporated into the final document, and

Whereas, the Greater Raritan Workforce Development Board finds the draft Local Area Plan 2016 to 2020 to be consistent with the strategic priorities of the organization and reflective of workforce development opportunities and issues in the region,

Now Therefore Be It Resolved that the Greater Raritan Workforce Development Board hereby authorizes submission of the Local Area Plan 2016 to 2020 to the NJ State Employment and Training Commission for approval.

Adopted: \_\_\_\_\_ December 8, 2016

Witness: \_\_\_\_\_ 