

Greater Raritan One Stop Monthly Leadership Meeting **Minutes**

Tuesday January 23, 2023
10:00AM

➤ **Attendees:**

Fernandel Almonor
Poo Lin
Danielle Kwan
Fran Leddy
Amanda Modale
Monica Mulligan
Mike Frost
Aminah Reeves
Paul Grzella

➤ **Operator Update (Fernandel)**

- Reminder and Review: Feb. 27th Childcare Brainstorm

Invited Guests:

Patricia Berhau	Director, Financial Opportunity Center
Mary Jane DiPaolo	Assistant Director at Community Child Care Solutions
Maria Marnell	Hunterdon County Educational Services Commission
Liz Bilder	Community Child Care Solutions
Collen Mahr	County Administrator
Jennifer Daly	Shared Services Coordinator Norwescap Child and Family Resource Services
Shelly Bell	Assistant to the County Administrator

Due to limited affordable childcare options for Greater Raritan One-Stop customers, we'll be exploring the following:

- All affordable childcare options in Somerset and Hunterdon counties.
- New childcare subsidy options for customers.
- Funding and logistical support options to establish a childcare center. This center would support client service needs and provide childcare provider training.
- New effective approaches for case managing customers in need of affordable childcare.

- Request: WFNJ, ES , DVRS and CTS provide an overview education on how unmet childcare needs impacts your customers.

- March 26th Transportation Brainstorm

➤ **GRWDB (Paul)**

- Chika is on med leave for 2 weeks. No delay in payment to vendors. 440K grant proposal submission, should be getting a response by next week. Summer youth work experience program, 80 positions and have money remaining from state. Talked to Karen the new BSR.
- GRWDB On-The-Job Training. Able Ambulance, A Place at Home and South Branch Rescue. Paul has job descriptions and wage info. How should we be sharing these opportunities with partners/ customers?

(Monica) Employers can also send candidates our way. Maybe Fernandel can send out the leads.

(Poo) Agrees with Monica. It can be shared through Fernandel.

- Consensus met; Paul should share the OJT details with Fernandel. Fernandel then shares the details with partners. Partners share information with prospective candidates.

➤ **MOU/IFA Update (Fernandel)**

- We reviewed and responded to all partner questions at the 1/18/24 MOU/IFA Partner meeting. Minutes will be shared for partner review/approval then posted on GRWDB website.

➤ **Business Services Update (Amanda)**

- New business rep hired, Karen Araujo. She understands the workflow on the employment services side. Jessica Johanson (OJT Writer) will return to OJT role in February. Barbara Stockton (Business Rep for DVR) will also return in February. Business Services will be fully staffed in February.

➤ **Career Training Services Update (Monica)**

- Performance Update
 - We have one Career Navigator position vacant and posted. We continue to interview for the position. Salary continues to be a barrier.
 - In December, our two newest staff were certified in Naloxone administration. All staff are now trained in case of this type of medical emergency in the field (for youth) or in the office (youth and adult).
 - Some free trainings attended by One Stop Career Training Services staff since our last leadership meeting:
 - ADA and Beyond Compliance Consideration: Medical Documentation (provided by the Job Assistance Network)
 - Mental Health 101 (provided by the Mental Health Association of NJ vis GSETA Institute)

- Using Web Based Assessments in Career Decision Making (Rutgers University Integrated Employment Institute)

- Challenges:

- Follow up on WFNJ challenge presented in December: Chris Peake, Fran Leddy and I met with our new NJDOL WFNJ tech rep Isabel Jimenez on 1/11/24 to discuss local process and areas of WFNJ protocol that need clarification from NJDOL. Isabel will bring questions back to NJDOL and seek clarity for us.
- Carryover from December: AOSOS continue to have many technical issues that complicate things – there is still an old version as well as a new version and staff need to switch between the two depending on what needs to be entered into the system. Makes an onerous system even more cumbersome.
- Carryover from December: Training Exploring is still not working and not all programs are showing up in AOSOS – even though the training providers have said they have been approved.
- New: NJ Performs is still not producing rosters, which gives us the names of customers counting in our performance. Rosters are used to monitor outcomes and ensure data is entered into AOSOS correctly and pinpoint areas where extra follow-up is needed. We are doing a manual review of files, but this is much more labor intensive, time consuming and cumbersome than running a roster report.

- Supports:

- Last month we asked about getting more details on the WARN notices. Paul reached out to NJDOL and we are waiting to hear back. (December support request: uptick in WARN Notices – what specific types of jobs are being laid off? If certain types of positions are trending towards outsourcing or eliminated, we want to make sure we are not placing folks in training in these areas. Knowing what positions are being laid off will also allow us to start working on a specific transferrable skills strategy for the folks that may come in due to layoff.

- Upcoming Events:

- Jan Goodman has three virtual upcoming workshops.

2/7/24 Defeating Unconscious Bias (in collaboration with Somerset County Library System)
2/7/24 Multiple Natures (in collaboration with Jewish Family Service)
3/6/24 The Art of Effective Communication (in collaboration with Somerset County Library System)

- Career Café dates scheduled for 2024:

4/27/24

5/31/24

6/28/24

➤ **Work First New Jersey Update** (Aminah)

- Transportation and Childcare remain the top challenges. Mentioned Paul's grant proposal. If we get the grant, it will help with some childcare slots. Also waiting for van service, transportation support from proposal. The state provided additional funding for TANF clients (for transportation). She has a little more wiggle room. Once Chromebooks are available that will help. Attendance at customer training tends to decline after customers received benefits.
- New Challenges: Getting many clients asking for GED support. She's been sending them to Chris Peake. Monica encouraged her to keep sending them. \$36 a test, for 4 test. Can't use LLL or Title 2 funding for test.
- Signing up a lot of people for workshops but they're not attending. Not being able to sanction benefits is an issue. Don't know any other way to get things down.
- Limited childcare options for people under poverty level.
- No upcoming events or announcements.

(Paul) Suggested Monica can submit a budget modification to the WDB if Supportive Service funds begin to run low. Monica indicated she will make the request if additional funds are needed.

➤ **Department of Vocational Rehabilitation Services Update**

- Open supervisor position. New position rehabilitation aide, all for internal candidates. Looking for vocational rehabilitation counselors throughout the state.

(Mike Frost) It's all about building relationships/ rapport. We must develop positive working relationships with customers who may have mental health issues.

➤ **Employment Services/One-Stop Office Update (Poo Lin)**

- Update on challenges shared in December meeting.
 - On 1/12/2024, met with Monica Mulligan's team (Chris Peake) to discuss ES/One-Stop Training Workflow. Reviewed current process, brainstormed on how to streamline the process so that ES would act as point of entry for customers seeking employment and/or training. Follow-up discussion to be held around the end of January.
 - In-person customers are vetted by Employment Services staff and provided with Job Search Assistance and Labor Market Information, before even being considered for vocational training opportunity.
 - VSC requests continue to operate under the same protocol established by Terrell. In addition, each VSC request is being routed to an ES staff for personalized assistance.
- New challenges and support requests.
 - In order to stay informed and better serve the increased number of UI claimants, request was made to Darlene Wilson, Assistant Director of UI, to include all ES Managers on UI

Division Email Distribution List. ES will now be notified in real time when issue(s) arise with UI systems (ID.me, Mainframe, UI website, etc.).

- Daphne Hilton, DVOP Specialist, completed her first Veterans Quarterly Report. Though she is only case managing two customers at the moment, Ms. Hilton is actively seeking out serviceable veterans through community outreach, targeted veteran events, RESEA programs, VSC requests, and establishing an open line of communication with various local partners.
- Number of Justice-Involved experienced a significant drop. May need to connect with Somerset County parole/probation to determine the extent of service needs.
- In the process of creating an introductory One-Stop video (2 or 3 months, need buy-in from directors). RESA video as well. Marcus Smith is handling development.

- Upcoming events and announcements.
 - On 1/19/2024, interviews were held for the two vacant Employment Counselor Trainee positions. Recommendations have been made and sent to Human Capital Strategies for consideration.
 - New all-in-one Canon copier/printer/scanner will be deployed to Somerville and Flemington offices by February of 2024.

➤ **Learning Link Update (Fran)**

- New Jersey is now offering free preschool. Some businesses are closing because of the impact on revenue.
- Staff participate in professional development consistently.
- Fran will not be at the February meeting.
- The cost of GED test is a challenge.
- The AOSOS system does not always capture information for the WLL and WFNJ performance/participation accurately. The State is aware of this problem.
- Need for new computers in Flemington. Poo agreed to assist, pick up computers from Trenton and deliver them to Somerset office.

➤ **Discussion Topics**

- What new brainstorming topics should be added?
Suggestions:
 - Affordable Housing Discussion
 - How to re-instate TANF sanctions.

Next Meetings: Tuesday, February 27 Childcare Brainstorm @ 10am