

December 2025 Greater Raritan One-Stop Leadership Meeting Minutes

Date: Tuesday, December 16, 2025, 10am

Location: 27 Warren St., Somerville, NJ 08876, 1st Floor Conference Rm

Attendance

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| • Monica Mulligan | CTS Director |
| • Christina Shockley. | Y.E.S. |
| • Isabel Jimenez | WFNJ Tech |
| • Debora Voria | HCESC |
| • Aminah Reeves | Social Work Supervisor - WFNJ |
| • Jeanne Cassano | Contract Compliance & Engagement Specialist |
| • Danielle Kwan | DVRS Manager |
| • Karen Araujo | NJDOL Business Service Representative |
| • Lia Stone | Vocational Counselor |
| • Ed Kawake | Assistant |
| • Kunti Mosel | Program Coordinator |
| • Fernandel Almonor | GRO-S Operator |

1. Opening Remarks

- Meeting recorded and commenced with acknowledgment of being the last meeting of 2025.
- Recognition of Paul for a 15-year membership award; he plans to attend later in the meeting.
- Reminder that the WFNJ RFP selection will conclude by the end of the business day.
- Certain agenda discussions are postponed to the January 2026 meeting to expedite today's proceedings.

2. Upcoming Meetings and Events

- **January 2026 Meeting**
 - Guest speaker will provide a 5-10 minute program presentation.
 - Details will be included in the January agenda.
- **February 2026 In-House Retreat**
 - Led by Coach McBride, focusing on team synergy, positive engagement, and workforce development.
 - Catering by Pop's Italian Cuisine.
 - Leadership presence is requested.
- **Staff Schedule**
 - Office closed for the holidays; return on January 5, 2026.

3. Recruitment Event Updates

3.1 Review of Previous Recruitment Event

- Attendance: 38 job seekers.
- Outcomes: 5 job offers extended, 1 job accepted.
- Confirmed that these numbers remain accurate.
- Employers cited difficulty in finding candidates with matching qualifications.
- Follow-up surveys emphasized the need for consistent post-event reporting.

3.2 January 29, 2026 Recruitment Event

- **Current Status:**
 - 6 employers confirmed, 3 committed to on-site interviews.
 - Roles span manufacturing, environmental services, transportation, and administration.
- **Actions:**
 - Increase outreach to secure at least 3 additional employers.
 - Delay flyer release until after Christmas to allow more confirmations.
 - Ensure flyers are accessible in both standard and text-only formats for assistive technology users.

3.3 Future Event Considerations

- Greater focus on follow-up data collection.
- Explore employer promotional videos to encourage participation.
- Utilize Chamber of Commerce outreach and social media for broader promotion.

4. Workshop & Pre-Event Planning

- Registration via Eventbrite; flyers in progress.
- Pre-event workshops will be hosted via Zoom with closed captioning.
- Large-print and accessible materials will be made available.

5. MOU and Co-Enrollment Updates

- MOUs nearly complete; awaiting one final signature from Trenton.
- Updated Co-Enrollment Matrix has been distributed:
 - Several organizations removed based on funding or service changes.
 - All attendees requested to review and verify accuracy.

6. Partner Agency Updates

- **Workforce Development Board (WDB)**
 - Planning Jobs of the Future event and Disabilities Expo in spring 2026.
- **Business Services**

- Planning a rapid response event with Verizon for 1,000 anticipated layoffs by February.
- **Career Training Services (CTS)**

General Update and Successes

- As of 11/1/25, The One Stop Career Training Services Center is providing information and resource information to all WFNJ customers that are referred through AOSOS. This will continue until the GRWDB get a new WFNJ contract in place with a provider. Estimated by the end of December 2025.
- Our One Stop team member returned from extended medical leave on 12/1/25.
- Served 365 new customers between 11/1/25 – 11/30/25
- Sent out information on services and events to 1,550 new UI filers between 7/1/25 – 11/30/25.

Challenges:

- None

Supports Requested:

- None

Upcoming Events:

- 1/14/25 Mastering the Interview (in collab with the GRWDB's 1/29/25 recruitment event). Flyer in progress.

- **Division of Vocational Rehabilitation Services (DVRS)**
 - New hire secured via transfer; ready to support operations.
- **WorkFirst New Jersey (WFNJ)**
 - 2,394 SNAP ABOD referrals and 72 TANF referrals expected for January.
 - Gift card and food basket holiday donations provided to 56 families.
- **Middle Earth**
 - Recognition received for outstanding youth service work.
- **Adult Literacy**
 - Continuing HSE and digital literacy programming.

7. Strategic Discussion: AI and Workforce Planning

- Concern raised regarding AI's projected impact on 50% of entry-level roles within 2-5 years.
- **Discussion points:**
 - Need for state/federal intervention.
 - Increased focus on AI-related training, entrepreneurship, and jobs of the future.
 - Opportunity to incorporate AI-readiness discussions into February retreat and future workshops.

8. Closing

- Meeting concluded ahead of schedule.
- Action items include confirming recruitment event data, expanding employer outreach, ensuring flyer accessibility, and continuing AI workforce planning discussions.
- Next leadership meeting: January 2026.

End of Minutes