

# Greater Raritan Leadership Meeting Minutes

Date: January 27, 2026

Time: 10:00 AM

Location: Greater Raritan One-Stop Career Center

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## Attendance

- Fernandel Almonor – Greater Raritan, One-Stop Operator
- Jeanne Cassano – Greater Raritan, Workforce Development Board, Contract Compliance & Engagement Specialist
- Barbara Stockton – Division of Vocational Rehabilitation (DBRS), Program Specialist, Business Outreach Team
- Mollie Greene – Director of Human Services, Somerset County
- Monica Mulligan – Director, One-Stop Career Training Services Center
- Debora Voria – Hunterdon County Educational Services Commission, Adult Programs
- Maria Marnell – Hunterdon County PSC, Work First NJ, Assistant Program Coordinator
- Paul Grzella – Director
- Jeanne Page-Soncrant – NJDOL BS Regional Coordinator
- Jazlis Perez - DVRS Supervisor
- Jeanetta Muhammad– One-Stop Career Center, ES Manager

Additional attendees and partner organizations were noted via room introductions and virtual participation.

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## 1. Opening Remarks

- February's meeting will be an in-office partner retreat led by Coach Michael McBride, featuring interactive team-building sessions.
- Retreat details:
  - Date: February 24th
  - Arrival: 9:40–9:45 AM for buffet-style breakfast
  - Start Time: 10:00 AM sharp
  - Duration: 1.5 hours with possible extension to 12:00 PM
  - Catered event; partners and board members invited

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## 2. Pre-Event Workshop Update

Presenter: Monica Mulligan

- Registrations: 452
- Attendance: 202 (via Zoom with closed captioning)
- Pre-distributed large-print presentations to ~2/3 of registrants.

- Promoted the January 29th job fair before, during, and after the workshop with direct links and follow-up emails.
- Successful engagement attributed to January job-seeking momentum and targeted outreach to recent unemployment claimants.

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### **3. Job Fair Logistics & Capacity Planning**

- Expected high turnout may require strict room-capacity management (47-person max).
- Color-coded cards will regulate entry and exits to ensure compliance with fire codes.
- Pre-Registration & Flow:
  - Registration table at the main door.
  - Job seekers receive a card upon entry; card returned upon exit.
  - Overflow in hallways will be monitored to minimize disruption.
  - Visually impaired job seekers will receive guided assistance to their tables.
- Employer & Staff Timelines:
  - Staff: 8:30–9:00 AM arrival
  - Employers: 9:00–9:30 AM setup
  - Job Seekers: 10:00 AM start
- Flyers and resource materials will be available in multiple languages; future events will explore braille accessibility.

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### **4. Quarterly Customer Data Outcomes**

- Most Popular Industries:
  - Other: 261
  - Technology: 117
  - Manufacturing: 112
  - Healthcare: 89
  - Hospitality: 71
  - Transportation/Logistics: 69
- Top Job Titles:
  - Stock Clerks & Order Fillers: 71
  - Forklift Operators: 65
  - Customer Service: 39
  - Retail: 38
  - CDL/Dedicated Truck Drivers: 38
- Data informs business outreach, recruitment events, and board reporting to align employer needs with job seeker interests.

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### **5. April 23rd Job Fair – Focus on 55+ Workforce**

- Proposal to focus on the 55+ population with a dual approach:
  - Post-Retirement / Part-Time Opportunities
  - Professional & Management-Level Opportunities
- Consider creating a dedicated professional space (pending conference room availability).

- Insights:
  - Many 55+ job seekers have extensive experience but may require coaching to accept step-down roles.
  - Health benefits are a strong driver for this demographic.
  - Include opportunities in nonprofits, education, and veterans' services.
- Next Steps:
  - Confirm employer interest via surveys
  - Engage PATHSTONE and Professional Services Group of Central NJ
  - Develop tailored 55+ workshops
  - Plan early pre-event meetings for targeted outreach and logistics

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## 6. Partner Updates

- Workforce Development Board
  - Preparing Summer Youth Work Experience Program expansion (90 → 125 youth)
  - Policy updates in progress; triage remains first through Employment Services
- Business Services
  - ~200 job seekers registered for January 29th event
  - OJT contracts to be reported monthly
- Employment Services
  - Hiring 3 new employees by spring
  - Expanding 55+ program roles
  - Jersey Job Club attendance: 2–3 in person; 5–7 virtual
- Career Training Services
  - 1 vacancy: Career Navigator (\$45K, bachelor's required)
  - Active outreach at local food banks
- Work First NJ
  - January referrals: 225 SNAP, ~300 total
  - New responsibility: ongoing work activity monitoring for TANF, GA, and SNAP
  - Building AOSOS access and dashboard reporting
- Adult Literacy
  - Spring semester classes active (English & HSE)
  - Enrollment slightly down due to community fears and immigration climate
  - Considering Know-Your-Rights webinars to support engagement

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## 7. Announcements & Upcoming Events

- Feb 24, 2026: Leadership Retreat with Coach Michael McBride
- Jan 29, 2026: Job Fair
- April 23, 2026: Senior-Focused Job Fair, Hunterdon County Chamber of Commerce
- July 23, 2026: Recruitment Event, Career Center
- Oct 29, 2026: Recruitment Event, Hunterdon Chamber
- May 18, 2026: Large Annual Hindu Temple Job Fair

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## 8. Adjournment

- Meeting concluded with reminders for February retreat and upcoming job fair.

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