



Meeting Minutes

Executive Committee

David Hollowell, Chair

January 17, 2017 via conference call

Attendees: Jane Armstrong, Marie Betlow, Ann Marie Flake, David Hollowell (WDB Chair), Jack Patten (WDB Director).

The meeting was called to order at 9:32 AM.

Local Area Plan

Jack Patten reported that the Morris-Sussex-Warren Local Area Plan was submitted to the NJ State Employment and Training Commission (SETC) on December 15, 2016, after a 30-day comment period. The Plan outlines programs, services, relationships and partner activities in the One-Stop Career Center system.

Annual Report

Jack reported that the Annual Report is near completion and will be available for distribution within the next month.

One-Stop Operator Procurement

The group discussed the Workforce Innovation and Opportunity Act (WIOA) requirements for procurement of the One-Stop Operator.

Board Size

Jack reported that the Board has been reduced from 48 members at peak to 23 now. The decrease has been due to relaxed WIOA representative requirements, SETC policies on membership, and attrition. Jack asked the Committee if continuing to reduce board size remains a priority. The Committee asserted that it is and Jack will continue to promote small board size.

The next Executive Committee meeting is scheduled for Tuesday, April 18, 2017.