



Meeting Minutes

Open Meeting

Date: July 18, 2019

Location: Via Conference Call

In Attendance:

WDB Members

Anthony Abrantes (Keystone Mountain Lakes Regional Council of Carpenters), Robert Baczyk (ADP), Marie Betlow (Job Search Central), David Hollowell (WDB Chair, D&D Associates), Meghan Hunscher (Morris County Chamber of Commerce), Carl Jablonski (Morris County One-Stop Career Center), Rosalie Lamonte (Sussex and Warren County Schools), Sue Zukoski (Abilities of Northwest Jersey, Inc.).

Guests

Eve Azar (Warren County Community College), Melissa Bernstein (Literacy NJ), Patrick Enright (County College of Morris), Kyersten Gieger (Project Self-Sufficiency), Michael Gowdy (Morris County School of Technology), Pat Green (Project Self-Sufficiency), Joanne Hala (United Way of Northern NJ), Sean Hendricks (NJ Department of Labor and Workforce Development), Annamaria Lalevee (The Arc of Warren County), Shannon Lengares (Women's Center @ CCM), Christine Myers (U.S. Small Business Administration, Office of Advocacy), Tom O'Connor (NJ Department of Labor and Workforce Development), Mark Ortega (NJ Department of Labor and Workforce Development), Matt Putts (Employment Horizons), Marc Schweitzer (NJ Department of Labor and Workforce Development).

Staff

Jane Armstrong (WDB Director), Donna Buchanan (One-Stop Operator), Sarina DosSantos (Fiscal Officer), Marin Regenthal-Garland (ETS Office Manager), Manuela Schuster (WDB Strategic Planner), Sallie Sullivan (Secretary to the WDB Director).

Absent:

WDB Members

William Austin, Mark Bocchieri, Tammy Case, Paul Fiore, Ann Marie Flake, George Krevet, Gus Modla, Scott Moffitt, Dianna Morrison, Frank Petruccelli, Steve Sitek, Antoney Smith, Nikki Sumpter.

Prior to the July 18, 2019 Open Meeting, the following documents were posted on the WDB website (www.mswwdb.org) for review: Open Meeting minutes (April 18, 2019); Disability Committee minutes (May 1, 2019); One-Stop Career Center Committee minutes (May 7, 2019), Literacy Committee minutes (May 8, 2019); Youth Investment Council minutes (May 20, 2019); and the WDB Director and One-Stop Operator Reports.

The Oversight Committee electronically reviews budget, performance and monitoring reports monthly.

WDB Business Meeting

Meeting Opening Remarks

At 9:03 a.m., WDB Executive Committee Member and Chair of the Youth Investment Council Marie Betlow opened the meeting with the reading of the Public Meeting Notice. She asked Jane Armstrong to introduce the newest WDB member, Robert Baczyk. Jane welcomed Robert, who works for ADP as the Director Human Resources Business Partner, saying he has a lot to offer the Board. Robert thanked the WDB for the opportunity to be a part of the organization. Marie then led those present in self-introductions to the group.

Meeting Topics

Board Business

Jane Armstrong mentioned that the WDB Director's Report and the One-Stop Operator's Report will remain posted on the WDB website for two more weeks. Details on the following can be found in the Director's Report at the website, <https://mswwdb.org/board-committees/>:

- WDB WIOA Program Year 2019 Budget - The WDB PY 2019 budget was approved by the Board. Funding for PY19 decreased by \$30,000, which is primarily a decline in Dislocated Worker funds. The decrease will have no significant impact on services provided.
- Local Area Plan and Regional Plan Approval - The WDB is required to modify these plans every two years; they must align with the policy within the NJ State Plan. The plans were modified with guidance from the NJ State Employment and Training Commission (SETC). They were posted on the MSW WDB's website and made available for a 30-day review by the public. The Board has approved submission of the plans to the SETC.
- One-Stop Career Center Certification - The WDB is required to submit documentation to the SETC for certification of the tri-county One-Stops. Consultants provided an assessment of One-Stop services and ADA compliance. The One-Stops met all assessment outcomes. Based on the positive assessment, the One-Stop Operator contract with Employment and Training Services has been extended by the Board for two years. Jane congratulated Donna Buchanan and everyone from the One-Stop system for the stellar assessment outcomes that the Board received. She thanked them for the phenomenal job. The Board has approved submission of the One-Stop Certification request to the SETC.
- PY 2019 Training Provider Contracts/Performance - Contracts have been generated with 39 educational institutions for this year. It is too soon to analyze performance for PY18 due to the fact that there is about a six-month lag with the Unemployment Insurance (UI) database and employment date. A report will be available to the Board and to the participants of the Open Meeting in January 2020.
- Workforce Development Board Local Priority of Service Policy - The Board approved a local policy which considers service to those whose income is determined to be up to 250% of the Federal Poverty Guideline; this is an additional local Priority of Service group. The local Priority of Service group is served after meeting the needs of the required Priority of Service groups.

Other Business

Old Business

Marie Betlow opened the floor to old business. There was none.

New Business

Marie Betlow opened the floor to new business.

Jane Armstrong congratulated County College of Morris (CCM) on a new grant and asked Patrick Enright if he would speak about it. Patrick Enright reported that CCM received notice in June that they would be an awardee for the Scaling Apprenticeship for Sector-Based Strategies (SASBS) Grant Program from the NJ Department of Labor and Workforce Development. The grant is for \$4 million over four years. Their application included a number of partners within the community colleges, which is primarily the deliverer of training. They include Morris, Bergen, Hudson, Middlesex, Raritan Valley, Camden, Mercer, and Rowan College at Gloucester. Their major national partner is the German American Chamber of Commerce. They will be working with them, bringing in elements of the German apprenticeship system to some of the models being developed. They also have a number of corporate partners across the state. Those in northern New Jersey include Siemens, Arconic and Norwalk Design. In other areas of the state, the corporate partners include Kellogg and Eastern Millwork. They expect to have a meeting of the various partners in August.

The goal of the SASBS Grant is to serve 1,600 individuals throughout New Jersey over the four years. Of those participants, 75% are targeted to be unemployed or underemployed. The grant was intended to encourage new models of apprenticeship, and each of the colleges in the grant proposed a different apprenticeship model. Everybody is quickly becoming familiar with federal registered apprenticeship models, which do not fit every circumstance. Therefore, in addition to some registered apprenticeships being rolled out there will be other models that will be funded under this grant. At the conclusion, they will be able to identify what works for both the employers and those receiving training.

Jane asked if they would also be utilizing the NJ Department of Labor and Workforce Development (NJLWD) apprenticeship funds through the consortium. Patrick said the GAINS grant through the NJLWD, one of which was awarded to the NJ Council of County Colleges Consortium, is also an apprenticeship grant. Because it is related to Advanced Manufacturing, the participating colleges overlap the participating colleges in their grant award. They have been in contact with the Consortium to discuss how they can coordinate their efforts and potentially enhance the efforts by getting the grants to work together. They expect to have a meeting to see how they can make best use of the dollars in the last week of July.

Jane also asked if CCM would be participating in a federal apprenticeship grant for healthcare received by Bergen Community College. Patrick said they will. He believes that their grant involves all of the community colleges in New Jersey. Bergen is having a meeting of the participants in late July.

Jane also reported that the One-Stop system is working with a number of the GAINS recipients, which are NJLWD apprenticeship grant recipients. They are promoting certifications in IT and Medical Assisting. Other grants are in the beginning stages.

Labor Market Discussion

Marie Betlow asked Jane Armstrong to open the Labor Market discussion.

Jane shared tri-county unemployment statistics from May: 2.4% in Morris, 2.7% in Warren, and 2.8% in Sussex.

She also reported the following for the 2nd quarter of 2019:

- Top jobs: heavy and tractor-trailer truck drivers; software developers; management; registered nurses; sales representatives (wholesale and manufacturing); and retail salespersons.
- Top industries: healthcare; social assistance; finance and insurance; manufacturing; and professional, scientific and technical services.

- Top requested skills: customer service; sales; scheduling; project management.
- The majority of the open jobs require a bachelor's degree.

Jane told the group that further details are available under "Labor Market Data" on the website at <https://mswwdb.org/resources/>

Marie Betlow of **Job Search Central** reported that artificial intelligence (AI) continues to be used for recruiting purposes, as well as employee engagement (employee recognition and rewards), payroll processing, the facilitation of benefits (answering employees' questions about benefits), and learning and development. With regard to learning and development, she said companies are placing greater emphasis on continuous learning. Marie said the issues of upskilling and reskilling can be taken care of with online courses through Coursera or Udemy, which are very popular and reasonable. Coursera has had over 140,000 individuals log on to check out AI.

She said individuals are jumping into technology; Rutgers now offers both data science and coding boot camps. Marie stated that she finds people are transforming their lives in a time frame of anywhere between 12 and 24 weeks. She also shared that individuals lacking experience are gaining that experience by looking into personal projects. Many are using a personal development platform called gigHub to showcase their newly acquired skills.

Trends:

- Companies are looking to retain their employees and keep them happy.
- Great emphasis placed on continuous learning.
- Individuals consider how they spend their training time to be competitive.
- There is a big draw to data science and machine learning.
- Students going to school are doubling up their majors to include business analytics.

Marie added Hilton, AT&T, All State and Verizon to companies utilizing AI.

Top programming skills/languages:

JavaScript, Python, Java, PHP, SQL, Ruby, C, C++, Amazon Web Services.

Top critical soft skills:

Problem solving, adaptation, prioritization, positive attitude, teamwork oriented, outstanding communications. Also, skills that AI cannot replace: imagination, creativity, and strategy.

Top positions in the IT world:

Cyber security engineer, AI machine learning, Full Stack developer, data scientist, Python developer, Java developer, JavaScript developer, Cloud engineer, ScrumMaster, DevOps engineer.

Marie opened the Labor Market discussion to the group.

Robert Baczyk of **ADP** reported that they are looking for everything from AI to software developers. He said one of their biggest challenges is finding people with skills for "legacy systems" (mainframes), since the software to run those systems use languages that are not being taught in many schools. Robert also mentioned that ADP has a six-week training program to help hires just out of college get "up to speed". They do need to have the base skills, but the extra training aids them in becoming successful in their role.

Marie asked Robert if he finds that experienced individuals with no college degree are considered a viable candidate for a job. Robert said it varies with the type of work and whether or not the job requires a degree. He stated that they always go with the best candidate.

Rosalie Lamonte of **Sussex and Warren County Schools** reported that summer is the time that most educators are hired. They are finding difficulty right now in filling the following positions: English-as-a-Second-Language, school nurses and school business administrators.

The next WDB Open Meeting will be held on October 17, 2019.

Marie thanked all for attending and announced that the next Open Meeting would take place on October 17, 2019. A motion was made to adjourn, was seconded and passed unanimously. The meeting adjourned at 9:58 a.m.