



# New Jersey State Employment and Training Commission

Dennis M. Bone, *Chairman*

Chris Christie, *Governor*

## State Employment and Training Commission (SETC) Meeting Minutes

June 25, 2014

10 am – 12 pm

New Jersey Law Center, 1 Constitution Square, New Brunswick, NJ

### I. Welcome & Introductions

Chairman Dennis Bone opened the meeting at 10:10 am and welcomed all to the meeting. In accordance with the Open Public Meetings Act, a notice of this meeting was submitted to the Trenton Times and Star Ledger and posted on the SETC website. Chairman Bone reviewed the agenda and roundtable introductions were conducted.

#### Approval of Minutes

The minutes of April 3, 2014 were introduced. Tapas Sen made a motion to approve the minutes. The motion was seconded by Dana Berry and unanimously approved with no abstentions.

### II. Chairman's Report

Chairman Bone asked Robert Grimmie, LWD Director of the Center for Occupational Employment Information (COEI) to provide an update on the Talent Networks. Mr. Grimmie distributed copies of the Talent Network brochures for each of the seven key industries and reviewed the content. Melanie Willoughby offered to help disseminate this information through NJBIA events and activities. Members discussed the use of employer intelligence to be gained through the industry skills councils, and other ways to disseminate this information to the public, state and national legislators, state and local staff and other stakeholders.

Chairman Bone reported on the recent submission of a New Jersey grant application for technical assistance sponsored by the National Governor's Association (NGA). He noted that NGA Chairwoman Mary Fallon, Governor of Oklahoma, set as her platform prioritizing the alignment of education and workforce to create workers with skills to meet the needs of the economy. To forward this goal, the NGA is offering a competitive grant to states; award amounts will be \$170,000. The grant application is a collaboration between the SETC, the NJ Department of Labor and Workforce Development (LWD), the NJ Department of Education (DOE), Higher Education and the Governor's Office. SETC Executive Director Michele Boronkas, LWD Deputy Commissioner Aaron Fichtner, Office of the Secretary of Higher Education Representative Betsy Garlatti, and DOE Director of Career and Technical Education Marie Barry discussed the project goals. The grant project focuses on creating a statewide Policy Academy, which includes launching the industry skills councils and business outreach efforts, to further align the education and workforce investments in New Jersey with the needs of the economy. Marie Barry noted that whether or not the grant is awarded, the proposal lays out a path to help us take the next steps and we will take this on either way. Dennis Bone thanked all the partners for their collaboration and great efforts to move our state forward.

### III. Governance Committee

#### a. WIB Certification

JoAnn Trezza and Jody Levinson, co-chairs of the Governance Committee, presented the committee's recommendations for full certification of four (4) WIBs; Bergen, Greater Raritan; Newark and Passaic. These WIB areas received conditional certification in April, pending the completion of a number of items. The Governance Committee reviewed the final items received from each area in June and found all had satisfied the certification requirements.

The certifications were proposed individually by area. Commission members were reminded to abstain from a particular vote if they sit on that local board, are receiving funds through the local procurement process, or have any other conflict of interest.

#### **Workforce Investment Boards recommended for full certification:**

1. **Bergen:** Motion to approve by Andrea Karsian, seconded by Melanie Willoughby. Approved with one abstention, Dr. Aaron Fichtner.
2. **Greater Raritan:** Motion to approve by Sally Nadler, seconded by Julio Sabater. Approved with one abstention, Mike Metzgar.
3. **Newark:** Motion to approve by Dana Berry, seconded by Aaron Fichtner. Approved with two abstentions, Sally Nadler and Julio Sabater.
4. **Passaic:** Motion to approve by Melanie Willoughby, seconded by Dana Berry. Approved with two abstentions, Sally Nadler and Julio Sabater.

#### b. Local Area Recognition

Chairman Bone and the SETC members joined JoAnn Trezza, Jody Levinson and the Governance Committee in commending the WIBs for their outstanding efforts and achievement. Chairman Bone presented certificates to the chairpersons and representatives from each of the four local WIBs.

#### c. Update on Gender Parity Council Standard Operating Procedures (SOPs)

JoAnn Trezza reported that the Governance Committee is currently reviewing the draft SOPs for the Gender Parity Council. A meeting is scheduled with representatives from the Council later today. The Governance Committee will also be reviewing draft SOPs for the SCALES council later this year.

### IV. Legislation Reauthorization: Workforce Innovation and Opportunity Act (WIOA)

Michele Boronkas and Dr. Aaron Fichtner presented a PowerPoint overview of the new WIOA act, which would reauthorize the federal Workforce Investment Act of 1998. Several key changes were discussed. The WIOA legislation is currently moving through the US Senate; it has passed the US House of Representatives. It is anticipated that the President could sign this legislation into law this summer, however the act would not take effect until Fiscal Year/Program Year 2015 and some changes could potentially be phased in starting in July 2016 and beyond. WIOA retains the basic elements of WIA, but allows new opportunities for innovation. The PowerPoint presentation and WIOA reference materials are available on the SETC website at <http://njsetc.net/njsetc/policy/legislation/>.

Key changes include restoration of the Governor's 15% grant set-aside to give flexibility to fund statewide programs and state priorities; competitive bidding of one-stop operator contracts; greater opportunity for local areas to tailor workforce programs and initiatives to their needs; and enhanced performance measures that cover additional workforce programs.

Members discussed the applicability of regional planning in New Jersey, as well as alignment of WIB areas with economic development regions. It was noted that input from local boards, SETC partners

and system stakeholders can be utilized to shape policies to support worker pathways to a successful career. There may be an opportunity to create a one-page marketing piece for business, to change perceptions of the system and highlight the great work in progress. Chairman Bone indicated that the Commission will continue to hold meaningful discussion on these topics as the WIOA legislation moves forward.

**V. Update: Gender Parity Council**

Dianne Mills McKay, Chair of the Council on Gender Parity in Labor and Education, provided a history of the Gender Parity Council's formation and initiatives over the past several years. Ms. McKay indicated the recent challenges regarding the Council's agenda and support from the SETC. Also, the Council membership has waned in recent years and new appointments are needed. Some Council members are appointed by the SETC Executive Director and other are appointed through the NJ Division on Women. Ms. McKay stated that she sees an opportunity to outsource the staffing function for the Council to the Center for Women and Work at Rutgers University with the annual allocation of \$72,000.

The issue of the Gender Parity Council being created in the SETC was discussed. Ms. McKay suggested that the Commission allow the Council to function separately from the SETC, as it has historically done under former leadership. However, Commission members noted that the New Jersey statute governing the SETC and the Gender Parity Council does not include such language and the legislation would need to be changed for the Council to function in such a manner. Chairman Bone reported that Governance Committee has been asked to review this issue and make a recommendation to the SETC. The Governance Committee will meet on this issue with Gender Parity Council representatives following today's Commission meeting.

New membership appointments to the Gender Parity Council should also be moved forward. Ms. McKay also suggested the appointment of a gender equity expert as a member of the Commission. Chairman Bone stated that this was a good suggestion and would be considered by the Commission as new members are recruited.

Chairman Bone indicated that the Council on Gender Parity in Labor and Education has natural connections to the SETC. There is a clear need to align the positive work happening within the SETC, the committees and its partners, and the nexus of efforts related to women's barriers, STEM careers and career pathways.

**VI. Update: Employability Skills Task Force**

Melanie Willoughby, Task Force Leader, reported that several stakeholder meetings with education, higher education, employers and community service organizations, will be held throughout the summer to explore what employability skills mean to each group, and gather focus group information. A report will then be made to the full task force with the goal of providing a formal Employability Skills Call to Action for review and consideration by the Commission. Ms. Willoughby also distributed an employability skills overview handout prepared for the task force by LWD Assistant Commissioner Jeff Stoller, highlighting the top employability skills, as well as foundational and achievement skill categories. The task force will next meet in September and will promote an action plan to address employability skills gaps in our state. Chairman Bone thanked Ms. Willoughby for her partnership and leadership, and for her recent message to NJBIA's 20,000 members highlighting these efforts. Ms. Willoughby stated that the employer response to the message about the employability skills initiative was tremendous, and she thanked the SETC for recognizing and addressing this critical need.

**VII. Public Comment**

The floor was opened for public comment. Eileen Higgins, Executive Director of the Monmouth County WIB and the Director of the Monmouth County Workforce Division, commented on the current state of the workforce system and recent changes to the One-Stop system. She indicated that the book referenced earlier by Ms. McKay, "All I Want Is a Job" was published in 2008/2009. While it may have been an accurate reflection of the system at that time, and useful to understand the history of the workforce system, it does not reflect all the good work happening now in New Jersey, both at the state and the local level.

Kathy Weaver reported that Newark has a project called Career Works through the Greater Newark Workforce Funders' Collaborative. These funders have given \$3 million to enhance the skills of northern New Jerseyans. However, there is a challenge in finding people who are ready for the job; we need to address basic skills in order to fill these pipelines. In a recent Emergency Medical Technician (EMT) training program in Newark, more than 300 people had to be pre-tested in order to find 25 people with at least 10<sup>th</sup> grade reading and math skills. Ultimately, 27 people were CPR certified and 16 people passed the EMT program, but these students required great wrap-around support services to complete the program. It is a crisis that needs to be addressed. The Newark Funders' initiative also has focused on the need to create a return on investment (ROI) model to show the benefit of dollars spent on workforce training.

**VIII. Adjournment**

The meeting was adjourned at 12:02 pm. *Minutes submitted by Sheryl Hutchison.*

**Next SETC Meeting**

Tuesday, September 16, 2014

10 am – 12 pm

NJ Law Center, One Constitution Square, New Brunswick

**STATE EMPLOYMENT AND TRAINING COMMISSION MEETING ATTENDEES – JUNE 25, 2014**

<b><u>PRESENT MEMBERS and ALTERNATES</u></b>	
Apgar, Dawn (for Velez) Barry, Marie (for Hespe) Berry, Dana Bone, Dennis Duda, Teri Fichtner, Aaron (for Wirths) Garlatti, Betsy (for Hendricks) Hornik, Stephen Howard, Donald (for McNamara) Karsian, Andrea	Levinson, Jody McAndrew, Brian Nadler, Sally Reisser, Clifford Sabater, Julio Sen, Tapas Trezza, JoAnn Wade, Carolyn Willoughby, Melanie Wise, Robert
<b><u>ABSENT MEMBERS</u></b>	
Brown, Kevin Brown, Michele Carey, Michael Constable, Richard Donnadio, John	Gacos, Nicholas Nutter, Harvey Stout, Bruce Wowkanech, Charles
<b><u>OTHER ATTENDEES</u></b>	
Alarcon, Isabel Anderson, Linda DeHaven, Hugh Ford, Robin Forrest, Stephanie Franklin, John	Grimmie, Robert Lavin, Jon Mills McKay, Dianne Metzgar, Mike Richardson, Nils Seville, Tyler
<b><u>LOCAL WIB REPRESENTATIVES</u></b>	
Addison-Britto, Sandra Caliguire, Mark Grzella, Paul Higgins, Eileen Hollowell, David	Janz, Greg Miller, Cynthia Polack, Carol Valentin, Nelida Weaver, Kathy
<b><u>SETC STAFF</u></b>	
Boronkas, Michele Davis, Lansing Herzog, Christina	Hutchison, Sheryl Lew, Kirk O'Brien-Murphy, Maureen