

**Monmouth County Workforce Development Board
December 7, 2023**

Members Present

Robert Connolly, Chair
Brian Wallace, Trustee
Patricia Carlesimo, Trustee
John Brown
Anthony Cipriano
Meg Cody
Toi Collins
Paul Dement
Chris Femiano
Charles Ford
John Gagliano
Kay Harris
Dallas Hlatky
Geoff Perseley
Violeta Peters
Robert Shimko
Cheryl Vail
Cyndie Williams

Members Absent

Wyatt Earp
Lucille Famulary
Jodi Grinwald
Roseann Isasi
Gail Russell
William Salcedo
David Stout

Staff Present

Larry Sternbach
Yolanda Taylor
Lucy Rivera

Guests

Thomas Arnone, Commissioner
Director
Sue Kiley, Commissioner
Teri O'Connor, County Administrator
Chris Marion, Deputy County
Administrator
Peter Donnell-Boynton, Director
MCDHHS

CALL TO ORDER & READING OF PUBLIC MEETING LAW:

- Robert Connolly, Chair of the WDB, called the meeting to order at 11:14 a.m. at Monmouth County Vocational School District's Academy of Allied Health and Sciences (AAHS) 2325 Heck Avenue, Neptune, NJ.
- N.J. Provisions of the Public Meeting Law, Chapter 231, P.L. 1975, and its revisions, were satisfied by publication of a Public Notice in the Star Ledger newspaper.

WELCOME AND INTRODUCTIONS:

- Rob Connolly introduced Peter Donnell-Boynton, who is the new Director of the Monmouth County Department of Health & Human Services. Mr. Donnell-Boynton will assume the seat on the Workforce Development Board that was previously held by Geoff Perseley. He then welcomed and thanked everyone who took time from their busy schedules to join the WDB meeting. He also thanked Dr. Charles Ford, Superintendent of the Monmouth County Vocational School District for hosting the meeting.

ROLL CALL:

- Attendance was taken with sufficient number of WDB members present to constitute a quorum.

APPROVAL OF MINUTES:

- ***Robert Connolly made a motion, which was seconded by Toi Collins to approve the minutes of the June 1, 2023 and September 14, 2023 WDB meetings as written and distributed. No corrections or changes were offered, and the motion was unanimously approved.***

RETIREMENT ANNOUNCEMENT:

- *Rob Connolly announced that Lawrence Sternbach, Executive Director of the Monmouth County Workforce Development Board is retiring effective January 5, 2024*

FREEHOLDER REMARKS:

- **Thomas Arnone**, Director of the Monmouth County Board of County Commissioners along with **Sue Kiley**, Monmouth County Commissioner, **Teri O'Connor**, County Administrator congratulated Lawrence Sternbach on his retirement and thanked him for his years of dedication and commitment to ensuring that the residents of Monmouth County get the best skills they need to secure employment.

APPROVAL OF PY'23 BUDGET:

- Lawrence Sternbach presented the PY'23 budget. Upon review by the board, Rob Connolly made a motion to approve the PY'23 budget as presented. The motion was seconded by Patricia Carlesimo, which was unanimously approved.

PY'22 PERFORMANCE STANDARDS:

- Lawrence Sternbach was pleased to announce that as of June 2023 all performance measures have been met or exceeded.
- He congratulated Joan Desmarais and staff for ensuring that the appropriate data is entered to achieve such positive results.
- He also announced that the State had conducted a fiscal monitoring and was pleased that there were no negative findings. He thanked Pamela Shepherd, Fiscal Manager for a job well done.

GOVERNANCE:

- Update on Procurement:
 - Two Request for Proposals were issued.
 - One response was received for each of the following:
 - One-Stop Operator
 - Career Services (WIOA & WFNJ)
 - The WDB Governance Workgroup met on November 3rd to review the proposals and recommended the approval of the proposals for both the One-Stop Operator and the Career Services.
 - Reports and recommendations have been submitted to the Monmouth County Purchasing Department and Resolutions of Approval by the County Commissioners are scheduled for December 14, 2023.
 - Once the Resolutions have been issued, the awardees will be notified and launch meetings will be scheduled.
 - On December 11th, County Administration will announce the awardees and staff will be informed.
 - County Administration will coordinate with HR and Benefits to respond to staff questions.

ACTION ITEM:

- Due to the privatization of the Career Services on July 1, 2024, it is proposed that the current retirement plan by-laws be amended.

- Effective January 1, 2024 the following requirements will be eliminated:
 - Employees must work 1,000 hours in a calendar year
 - Employees must be employed on December 31st.
- The above change will make all staff eligible for their retirement plan contribution (6% of an employee's salary) regardless of their termination date.
- ***A motion was made by Rob Connolly to amend the current retirement plan by-laws. The motion was seconded by Chris Famiano and unanimously approved.***

COMMITTEE UPDATES:

- Youth Committee:
 - A Healthcare Job Fair is being planned for March 2024 at Monmouth Regional High School.
 - Also, a Career Exploration Day for grades 5-7 is scheduled for May 2024 at the Monmouth County Vocational School in Freehold.
- Committee for Inclusive Employment:
 - DVR is to spearhead a "Benefits Information Session" for families.
- One-Stop Operations Committee:
 - John Gagliano will be the Interim Chair of the One-Stop Operations Committee.
- Basic Skills & Literacy Committee:
 - A Resource Fair was held on November 15th at the Monmouth County Vocational School in Neptune. It was very successful. The committee is recommending that additional events be planned for 2024.
- Awards Committee:
 - The Alumni Awards Luncheon was held on October 27, 2023. It was a very successful event, whereby 19 individuals were honored for completing programs made available by the American Job Center Partners.
 - The Partnership Awards Dinner will be scheduled in April/May 2024.

ANNOUNCEMENT OF NEW WDB DIRECTOR:

- Rob Connolly announced that Yolanda Taylor, who is currently the Deputy Director, will be the new Executive Director of the Monmouth County Workforce Development Board, effective January 8, 2024.
- On behalf of the Monmouth County Workforce Development Board, Yolanda Taylor and Rob Connolly presented Larry with a plaque for all his years of service as Executive Director of the WDB.

COMMENTS FROM THE PUBLIC: None

ADJOURNMENT:

- ***There being no further business to come before the WDB, the meeting was adjourned at 11:56 AM upon a motion from Chris Famiano. The motion was seconded by Toi Collins and unanimously approved.***

NEXT MEETING:

- March 7, 2024 – 10 AM – Location: TBD