



Workforce Development Board  
County of Middlesex

## **ONE STOP OPERATIONS / WORKFIRST COLLABORATIVE COMMITTEE**

County of Middlesex- New Brunswick One Stop Career Center - Office of Workforce Development  
550 Jersey Avenue, New Brunswick, NJ 08901  
WIOA Conference Room B

### **Meeting Minutes**

**Thursday, September 29, 2016 – 1:30 PM**

**Attendees:** Mariana Beshai-Ascander, Edward Faver, Sherri Goldberg, Sharon Hartman, Luis Ortega, Sandra Panton, Lin Poo, Miriam Ruiz, Roni Salkin, Wanda Segarra-Cruz, Irma Shaw, Timothy Timberlake, Linda Urbach, Henrietta Wilson

**Staff:** Julie Piano (Chair), Lori Miranda, John Ross, Diane Seavers, Helina K. Wisniewski

**I. Welcome and Introductions**

**II. Approval of Minutes: June 23, 2016 Meeting Minutes**

Julie Piano called the meeting to order at \_\_\_\_\_ and welcomed members and guest to the first meeting of the collaborative for 2016. The minutes of the June 23, 2016 meeting was presented. \_\_\_\_\_ made a motion for the approval of the minutes. \_\_\_\_\_ seconded and the minutes was unanimously approved.

**III. Update from the Middlesex County One Stop - Julie Piano**

**IV. Literacy/ High School Equivalency – Tim Timberlake**

**V. Work First NJ Update – John Ross/Jean Zwingli**

**Report to: Middlesex County One Stop Operations and Work First Collaborative 9-28-16**

**Work First Agreements for PY-16**

Work First Agreement for PY-2016 have been executed between the Middlesex County College, the New Brunswick Adult Learning Center and Middlesex County Board of Chosen Freeholders. Execution of these Agreements followed the review and approval of the Middlesex County Workforce Development Board which is required under the Workforce Innovation and Opportunity Act. The Agreements provide for the operation of Work First New Jersey Activities for TANF, GA and SNAP participants referred by the Middlesex County Board of Social Services as well as the New Jersey Employment Service. All programs appear to be operating smoothly. A review of the enrollment and placement statistics for the first quarter of the Program Year will be available after the Vendors submit their September Monthly reports

on or about 10-10-16. The sense is that referrals of TANF and GA appear to be low while the referrals of SNAP seems to have increased over a comparable period of time last year. Employment seems to be strong especially with the SNAP population.

### **Able Bodied Adults without Dependents (ABAWD)**

Effective May 1, 2016, the waiver was lifted for the implementation of the requirements of the Able Bodied Adults without Dependents provisions of the Supplemental Nutrition Assistance Program in Middlesex County. The challenge of identifying those individuals who were receiving SNAP benefits and engaging them to implement increased requirements has been shared by NJ DOLWD, NJ DHS, Middlesex County Board of Social Services, NJ ES personnel in both One Stops and the County Office of Workforce Development.

Middlesex County's plan to address the requirements for ABAWD participants from May 1, 2016 through August 31, 2016 was to utilize an Agreement between the Middlesex County College and the NJ DOLWD that provided 10 hours a week of classroom instruction. These services through the College's Continuing Education Division, provided instruction inclusive of math, reading and writing. Occupational course instruction included work related training topics including soft skills and computer essentials.

Monitored Independent Job Search for 10 hours a week was also implemented by the WFNJ Vendors and the One Stop Case managers. Weekly job logs are examined and suggestions provided to improve the methods of job search when necessary.

Effective 9-1-16, all ABAWDs are enrolled in the Extended Job Search Programs for 20 hours a week until they are placed in a Community Work Experience Worksite. Participants assigned to a Worksite will be assigned an established number of hours per month as provided by the Board of Social Services in accordance with the value of their monthly benefits. WFNJ Vendors are required by Agreement to place participants in a worksite within 21 days of referral.

### **Transportation**

The Agreement between the New Jersey Department of Human Services and Middlesex County regarding the Block Grant-/transportation for FY-17 has been executed by the Middlesex County board of Freeholders and has been forwarded to the State for review and approval. This Grant provides shared ride services to eligible TANF participants.

Keep Middlesex Moving (KMM), a not for profit agency in Middlesex County, recently included WFNJ participants in two (2) focus groups that provided information on barriers to the use of mass transportation in the County to the federal agency that provides funds for mass transportation. Approximately 50-60 WFNJ participants were able to provide input to the North Jersey Transportation Planning Authority which is involved in a planning process for mass transportation in this region for the next ten (10) years.

**TANF Participation**

May '16	23.1
June '16	22.6
July '16	19.4
August '16	25.4

OSCC case managers continue to review all assigned clients who are assigned to the One Stop and who are recorded as “not participating” with their Supervisors. There are many legitimate reasons why a client is recorded as “not participating”. Some are: deferred from activities, case closure, employed but not budgeted, pending or on sanction etc. OSCC average varies between 42% and 46% for participation.

**VI. Update from Collaborative Members**

**VII. Old Business/Other Business**

**VIII. Adjournment**

There being no further business, the meeting was adjourned at 2:25 pm.

**Information/ Handout Distributed to Members**

**NEXT MEETING: \_\_\_\_\_ – 1:30 pm**  
**550 Jersey Avenue, NJ 08901**