



**Camden County  
Workforce Development Board**  
*Supporting the Development and Retention of a World Class Workforce*

*Gregg T. DeBaere, Chair  
Jeffrey S. Swartz, Executive Director*

**SYSTEMS PERFORMANCE COMMITTEE MEETING**  
**December 2, 2016**

**ATTENDANCE:**

Members		Meeting Date				
		25-Nov-15	19-Feb-16	20-May-16	17-Aug-16	2-Dec-16
<b>Weil, Robert CHAIR</b>	Conner Strong & Buckelew Companies Inc.	X	X	X	X	X
Abusi, Pat	RailRoad Construction of South Jersey		X	X	X	X
Bryant, Janice	Camden County One-Stop	X	X	X	X	X
Mayfield, KathLeen S	Camden County One-Stop Operator	X	X	X	X	X
Pape, Barbara	Camden County One-Stop	X	X	X	X	
Pranzatelli, Joe	Camden County College, Blackwood					
Volk, C. Ann	NJ Dept of Education, County Superintendent	X	X	X		
Joshua A. Friedman	Director, CC Resource Center					X
Swartz, Jeffrey S., Exec. Director	WDB	X		X	X	
Primas, Theo	WDB	X	X	X	X	X
Stubblefield, Lelia	WDB	X	X		X	
Varallo, Kathleen	WDB				X	X
Williams, Leslie J	WDB		X	X	X	X

**WELCOME:**

Chairman Robert (Bob) Weil welcomed attendees and asked for roundtable introductions. He took a minute to welcome Joshua A. Friedman, Resource Center Director.

Although Barbara presented to the committee master budgets for PY15-16 and PY16-17, the committee agreed that since PY-15-16 had been presented as final at the September Quarterly meeting, we would focus primarily on PY 16-17 for this meeting.

**Master Budget Review PY16-17: Barbara Pape**

Barbara Pape reported on the Fund Balance Report through the end of October, 2016. There was no change to the Master Budget Actual Report for PY16-17 since it was handed out at the August 2016 Systems Performance Meeting. Barbara reviewed the Master Budget Report. All expected funding is included in the budget. WIOA is reflecting two years because of a two year program. Barbara reported being very underspent in Dislocated Worker (DLW) Funds. Projected through June 2017, we will only have about 30% spent. The Board approved moving DLW funds to Adult, but all Adult funds must be spent first. As of right now, it is projected that only 65% will be spent as of June 30, 2017. Barbara explained that even if DLW funds are used for Adult program expenses, they will still be reported under DLW but tracked separately to show they were used for Adult program expenses.

Full contract balances and salary/fringe/OE costs projected through 6/30/2017 are included in the obligations column.

Bob Weil asked how the One-Stop intends to focus on programs that will increase Adult & DLW spending. Kathleen Mayfield, One-Stop Operator reported that Josh has been working directly with the counselors to ensure customers are going into the correct training programs and moving more quickly through the process which should increase Adult enrollment.

Leslie Williams, WDB Comptroller asked if youth over 21 years of age could be counted in Adult programs. She said she attended a launch of a new program being conducted in Camden City by Subaru and Respond Inc. on December 1<sup>st</sup>. 2016. Respond Inc. is qualifying participants to receive an automotive training curriculum provided by Subaru followed by internships. Subaru wants to connect with the One-Stop. Kathy said that Respond Inc. is not eligible for funding because they are not on the Eligible Training Provider List. (ETPL). Kathy said if the program can meet requirements, then some Camden Corps Plus participants, now enrolled with the One-Stop, could fill the gap in the Youth Work Experience category of performance measures.

Kathy reported on initial meetings with Cooper Hospital to develop a Medical Coding Initiative with Camden County College and Hopeworks. Hopeworks is applying to the State to be placed on the EPTL List. Kathy said this is good news because they are doing great work with Youth training. Hopeworks will be doing recruitment, assessment and life skills training. The College will be providing the medical training and academics.

Kathy reported meeting with Bancroft Inc. They actually hire approximately 800 people per year. They provide complete training to their new-hires. The One-Stop will be assisting Bancroft with Direct Hire Recruitments. Camden County already have many candidates who have been trained as CNA's that are in need of job placement. This is not required by Bancroft. It will give the interviewee an edge. Bancroft has registered with On-Ramp. (Career Connections). Bob Weil asked what kind of wage is being offered. Joshua said between fifteen and twenty dollars per hour. Kathy also said these are full time positions with benefits.

Bob asked for a Holtec Project Update. Joshua said he will be following up with them and the college. As of the last reporting, Holtec was starting its third cohort. He will also find out when Holtec intends on opening for business at its Camden location.

In summary, Kathy said that all of these projects plus creating more On-the-Job training opportunities would help the One-Stop spend down the Dislocated Worker funds. Bob asked is there was a deadline to transfer of funds option. Kathy said that spending generally follows the contract end of year requirement. We still have a carryover year as well. Kathy stated the budget remains the same pending sufficient expenditures to be able to submit a request to the Department of Labor for the transfer of funds from WIOA Dislocated Worker to WIOA Adult.

Kathy brought up some contract issues that are not addressing new WIOA performance measures. She said it is imperative that any new programs supported by the WDB, One-Stop or County require enrollment at the One-Stop or Resource Center. She said we have to be able to

count our participation in new or existing partnering programs. This is essential to our future funding. She said this has been stated in contracts. It has not been enforced.

The committee discussed contract issues and performance standards. Joshua Friedman said he would carefully review contracts to see how they could tighten the language to meet the requirements in favor of One-Stop enrollment. All agreed that it is more important now with new changes in WIOA.

The committee also discussed monitoring issues. It is a current requirement of our contract. All new contracts should name any sub-contracted or third party vendors that a vendor would be using to complete training. These sub-contracted or third party vendors would be subject to the site visits at any time with or without notice during regular operating hours. This contract issue arose out of a complaint that was reported by a customer attending a training at a third party site. Theo Primas, Program Evaluator has scheduled a site monitoring. Joshua said the language currently states that a vendor must notify the One-Stop when they are using a third party vendor. It does not currently state that we must be allowed to monitor that vendor. In summary the committee decided to meet to review contracts the coming year to carefully review contract language to make sure it adheres to new WIOA changes and enables the One-Stop to have the freedom to investigate any customer complaints as they arise.

- Barbara explained that the “Potentially Payable” amount represents the amount paid out if every student currently enrolled achieved every benchmark resulting in the balance or “Amount Not Utilized” or lost. However these numbers do not reflect the 3 month extension of WFNJ funds so the balances or potential dollar lost, should go down from what is shown. Kathy noted that some contracted providers were actually awarded additional slots from funds that were left by providers who did not meet their increments or funds leftover after one of our contracted providers decided to terminate their contract.
- *(It was noted that the provider who decided to terminate their contract prior to the end of the fiscal year and cease to operate within the County has turned over all equipment and furniture purchased with grants funds. These items will either be redistributed at the One-Stop or disposed of after proper approval.)*

## PROGRAM MONITOR REPORT

- Training Provider Contracts (ITA)
  - Procurement
    - (37) ITA vendors are currently eligible to receive CCRC referrals.
  - Angels of Mercy
    - A CCOS customer referral to vendor’s CNA program has decided to quit the training after alleging health violations by vendor’s clinical instructor. The school presented a different account of the incident.

- WDB is preparing for a round of monitoring of ITA vendors, and Angels of Mercy will be among the first visited.
- WIOA
  - The Work Group (TWG)
    - In addition to being one of our long-time youth providers, TWG is also funded through the New Jersey Youth Corps. Pursuant to our PY2016 RFP, TWG was approved for \$246K in funding for 41 slots.
    - An issue arose when John Bica of NJLWD stated that TWG's practice of blending NJYC and WIOA funding for some participants was "infeasible because WIOA funds would be used with non-WIOA youth."
    - A "work around" was proposed by TWG, but was determined by County Counsel to be incongruent with our procurement process, since it would have TWG performing differently than as proposed.
    - *The contract remains unsigned by the County and placed on an administrative hold pending response to the attached letter.*
    - TWG has not yet responded to said letter. However, TWG has continued to inform the WDB of its continued dialogue with USDOL and NJ LWD to obtain clarification about the use of WIOA funds along with New Jersey Youth Corps and other non WIOA funds.
    - After receiving further clarification from the NJLWD of Labor, the Work Group said they are now prepared to fulfill their contract as proposed. The WDB is awaiting the County's approval of the contract.
  - YMCA-BC
    - Vendor has obtained an ETPL listing. Contract sent to vendor on 11/2/16.
- Workfirst
  - All services began on 10/1/16.
  - Lack of referrals from the Camden County Board of Social Services CCBSS is a continuing cause for concern among some vendors.

The Committee discussed the lack of referrals to some contracted vendors. All agreed that the issues should be addressed. Changes in staff at the Board of Social Services may be affecting the flow of communications. These issues of communication between the One-Stops and BSS are being raised at the state level as well. Kathy said she would try to resolve some concerns at the next One-Stop Partners meeting.

The tentative schedule for 2016-2017 System Performance Committee meetings is as follows:

Friday, February 24, 2017 @ 9:00am

Friday, May 19, 2017 @9:00am

Submitted by,

*Leslie J. Williams*

Comptroller