

Greater Raritan One Stop Monthly Leadership Meeting Minutes

1st Floor Conference Room

Tuesday February 25, 2025
10:00AM

Attendance

Christine Shockley	HCUSD
Isabel Jimenez	WFNJ Tech NJDOL
Maria Marnell	WFNJ/ HSESC
Alexis Williams	Program Coordinator
Paul Grzella	GRWDB Director
Karen Araujo,	Business Rep DOL
Danielle Kwan	Manager (DVRS)
Monica Mulligan	Director CTS
Jazlis Perez	DVRS
Paul Grzella	Director GRWDB
Jeanetta Muhammad	Somerville OSCC
Fernandel Almonor	Operator

Transportation, Manufacturing and Construction Event

Date: 3/26 10am – 12pm

Location: Hunterdon Chamber of Commerce

- **Employer Registration Update (Jessica):**
 - ☐ Number of pre-registrants 36
 - ☐ How many employers interviewing/screening? 4
 - ☐ Update on resume submissions
 - ☒ Do we have enough resume submissions? No
 - ☒ Do we need more? Yes
 - ☐ Review job matching strategy request for targeted marketing.

Summary:

Currently we have 11 employers registered to participate and the ones highlighted in yellow will be conducting interviews the day of the event:

DeSapio Construction Inc.

Esco Precision, Inc.

Hitran Corporation

Johanna Foods

Pave Rite, Inc.

Schaible's Plumbing, Heating, & Water Treatment

Trident Maritime Systems

UPS

Designplan Lighting Inc

FEDEX

Thermo Fisher Scientific

Our current pre registration form shows 36 customers have registered. Of them, 21 have indication positions with employers who will be conducting interviews. Only 7 have submitted their resume to date. A follow up email has been sent to the remainder requesting their resume if they want to be considered for an interview.

Requesting all partners continue to outreach to their customers. My suggestion is that we send one more eblast out the week prior to the event in addition to one more big push from our partners to all their customers. If possible, we would like to see if one of our partners can do some job matching through the AOSOS system. The job titles they would match against are:

Construction Worker
Production and Quality Control, Packaging, Shipping and Receiving
Production machine operator, Maintenance technician
Plant Operations
Maintenance Mechanic
Construction Laborer
Machine Operator
CDL Class A Truck Driver
CDL Class A Lowboy Equipment Mover
Plumbing techs, HVAC techs, Water Treatment techs
General Laborer
CNC Machinist - 1st or 2nd shift
Quality Control Inspector
Maintenance Mechanic
Part-time Warehouse & seasonal workers
Fabrication Shop/Production Support
Package Handler- Warehouse

- Pre Registration Update:
 - o Business Etiquette (Monica)
 - General update
The marketing flyer was provided on Tuesday. They had less than a week to promote.
 - How many jobseekers confirmed? 39
 - Ensure job fair is mentioned at top and bottom of agenda so both late arrivals and early departures are reminded.
Agreed
 - o Healthcare Recruitment Event Stats Update (Karen)

February 28, 2025 at 3:14 PM						
	FOCUSED INDUSTRY: HEALTH CARE RECRUITMENT EVENT			1/14/2025		
	COMPANY	RESUMES COLLECTED	INTERVIEWS	OFFERS EXTENDED	NUMBERS OF HIRES	NOTES
INTERVIEW	Archangels Services LLC	7	4	3	pending	
INTERVIEW	Right at Home	26	8	0	None yet.	
INTERVIEW	Brightstar Care of Hunterdon & Robbinsville/Hamilton	6	2	4	1	More pending to hire after they finish their CHHA program.
INTERVIEW	Barnabas	12	46	0	0	HIRED WITHIN TWO WEEKS MORE
	Zufall Health Center, Inc	15+	0	We have suggested to some candidates to apply to open positions we see they are a good fit for.	No hire at the moment as we have suggested to some candidates to apply to open positions we see they are a good fit for but they did not apply	
	Arc of Hunterdon County	7-10	0	2	2	
	Hunterdon Gastroenterology Associates	<20	< 20	5	5 hires	
	Stonebridge at Montgomery	3	0	0	0	
TOTAL	8	100+	<80	14	8	

	DNR
	Matheny Medical and Educational Center
	Stonebridge at Montgomery
	Hackensack Meridian Health
	Springpoint
	Hunterdon Medical Center
TOTAL	5

- Marketing and Promotions Update
 - o Partners agreed to actively promote the March recruitment event. They're also considering using job matching to identify appropriate customers for target marketing.
 - o Jessica Johanson shared emailed instructions for using job matching for targeting marketing on Tuesday 2/25/25.

Employment Pipeline Review

Review pipeline workflow flier

Pilot Employer Tracker

Master Employer Outreach Tracker

Pipeline Customer Submission Tracker

Pipeline Employers

Princeton University

[Career opportunities](#)

1. Review and share relevant jobs from link provided with your customers.
2. Interested candidates will indicate their interest to their case manager/your team. Department leadership will share names and positions of interest with Fernandel. Then Fernandel will send names of applicants directly to me before the candidate applies whenever possible. We are working on ensuring there is a source code in our applicant tracking system to ensure applicants are flagged. As soon as I have this, I will circle back to let you know how to pass this along to case managers.
3. The recruiters will screen candidates that are flagged on their requisitions and will be the main point of contact in the process once their applications are received.
4. I will continue to gather feedback on the candidates and help streamline our workflow as we move forward to work out any bottlenecks or issues in the process.

There could be an opportunity for anyone interested in security guard positions to interview in advance of a posting, as that group tends to do rolling interviews even without open positions to build a pipeline for once opportunities pop up.

Marriott

[Career opportunities](#)

Las Automotive Transport LLC

370 CAMPUS DR

SOMERSET NJ 08873

Pay under 1099

On the Road Truck Driver

We are seeking an experienced On the Road Truck Driver join our team .As an essential part of our logistics operations, you will be responsible for transporting goods over long distance, ensuring timely deliveries and maintaining a high of safety on the road.

Salary: Approx.. 70,000.00 a year

Duties

- Drive long distance to deliver goods to various locations
- Follow specific routes and time schedule
- Inspect vehicles and loads upload pictures

- Maintain accurate driving logs
- Adhere to all traffic laws and regulations

Clean driving record is required
Previous OTR work experience (but not required)

Contact information.
tracy@lasautotransport.com
908-216-4052

Empower Somerset

Bilingual Adolescent Health Program Associate

Reports to: Director of Health and Wellness

Job Functions: Under the supervision of the Director of Health and Wellness, the Bilingual Adolescent Health Program Associate will provide support and program facilitation for the agency's various prevention grants as well as other agency initiatives. The candidate must be bilingual in English / Spanish, have a minimum of two years of experience in public health or related field, be highly organized and professional, be able to manage various aspects of project planning, implementation and follow through while constantly upholding the ethics of compassion and confidentiality.

Primary Responsibilities: Support the agency in the following ways: Facilitate evidence-based prevention programs primarily in the areas of teen pregnancy and STI prevention, and mental health awareness for teens, parents and caregivers in the counties of Hudson, Passaic, Essex, Mercer, and Union, NJ.

Teach in Spanish and English for a variety of audiences including parents and teens.
Complete and maintain all necessary certifications to deliver the programs with fidelity.
Help to compile and record participant pre/post and evaluation data.
Assist with data entry in partnership with the project evaluator to track training dates, participant demographics and other pertinent details.

Maintain documentation of program and service delivery and complete quarterly programmatic grant reports as required for the project.

Implement public health and prevention strategies to promote environmental and system level change on various public health issues affecting youth.
Work as part of a team to continually measure successes and navigate challenges.
Collaborate other agency staff, community partners, and schools to expand outreach.
Develop and coordinate presentations, meetings and technical assistance to achieve program objectives.
Represent Empower Somerset in a professional manner and participate in all professional and/or educational activities related to position as requested or required.

Other relevant job duties as requested or required.

Qualifications:

Bachelor's Degree required
Bilingual in Spanish / English
Prior experience in sexual health education or related field
2 years of experience in public health, or related field
Excellent organizational and communication skills and a high level of professionalism
High ethical standards in maintaining confidentiality of sensitive subject matter
Positive and affirming approach to working with diverse populations

Position Details:

Hours: Full-time 35 hours/week
Benefits: Medical / dental insurance package and 403B
Salary: \$46,000 - \$48,000
To Apply: Please forward your resume and related materials to: jennifer@empowersomerset.com

Able Medical Transportation

MOBILITY ASSISTANCE VEHICLE OPERATOR- MAVO

JOB DESCRIPTION SUMMARY

The basic function of the MAVT for Able Medical Transportation, is to transport wheelchair bound patients to and from medical facilities and home as required using one of the company coaches as efficiently and safely as possible.

REPORTING RELATIONSHIPS

The MAVT reports directly to the Operations Supervisors

REQUIREMENTS

Education Required: High School diploma or equivalent. 20 years of age or older.

Licensing/Registration/Certification Required: Valid NJ, NY or Pa state drivers license, MAVT or MAVO certification. CPR, Bloodborne Pathogens, Hep B, and TB test. Criminal background check, National, state and County. No felony crimes, including violence, substance abuse or sexual abuse history per fingerprinting. Good driving record per MVR abstract.

Experience Required: None

Preferred: One year as MAVT for local company

Skills, Knowledge and Abilities: Must have excellent driving skills and be familiar with all vehicles within the company fleet. No more than 4 points on driving record, or at fault accidents within the last 5 years, per MVR abstract, No DWI / DUIs. No recurrent DL suspensions. Must be drug free per 10 panel drug testing pre-hire and randomly.

Must have excellent people skills. Must be able to express ideas, opinions, patient status to Doctors, Nurses and other medical facility personnel. Must have a very good knowledge of the surrounding area and roadways.

Physical: Body positions: Sitting, standing, walking, lifting, bending.

Update on (2) CTS Customers on Princeton Pipeline (Monica)

4 submissions to Princeton. 2 under consideration for hire.

Here are the updates from the pending pipeline customers:

T.C.: interviewed and was told they liked him and that his resume would be forwarded on for other positions. No job offer at this time.

C.D.: interviewed and was told that she has a wealth of experience in various areas, and she would be considered for future opportunities that are aligned when they come up. No job offer at this time.

GRWDB Update

- New OPG Opportunity Partnership Grant: A new grant program will train up to 30 people in manufacturing technician and OSHA 10 certification.
- Summer Youth Program: The GRWDB is awaiting word on whether the program will be funded again by the NJDOL. Grzella is hopeful that it will be and that the RFA for the summer youth program can be released in early March. The program will involve 90 youth with a \$17/hour wage. The youth program will involve 200 hours of work, including on-site, remote, and in-person co-work training.
- Training Funding Request: A request for additional training funds was submitted to the state three weeks ago; a response is due soon.
- State Onsite Visits: The state is conducting onsite visits with workforce boards, with the next visit scheduled for Tuesday, March 18.
- Transportation Budget Modification: A budget modification for transportation through Hunterdon County ESC has been approved for the TANF Initiative to improve efficiency in transporting individuals to the Somerville Social Services building.
- TANF Initiative and Future Plans: The TANF Initiative program has been successful, and there is a possibility additional TANF dollars will be awarded in the next program year to continue funding for transportation.
- Career Advancement Voucher Program: A program offering post-temporary assistance to individuals who are no longer receiving TANF benefits, providing job-related support, training or certifications. There is approximately \$7,000 available for the career advancement voucher program.
- Accessing CAVP Funds: To access CAVP funds, a budget modification and resolution would be required, similar to the process for moving other funds.
- Eligible Individuals List: A monthly list of eligible individuals for CAVP training is needed to identify potential recipients and initiate the process.
- Limited Access to Training: The training program had limited success in the past due to participants' work and family commitments, making it challenging to fit training into their schedules, Mulligan pointed out.

Business Services Update

General Update:

Regarding the Business Unit: Regarding the Business Unit, we've achieved notable successes with recent events, resulting in job seeker hires and increased employer satisfaction. Additionally, our participation in networking events is being reactivated to enhance the presence of the DOL and promote our services within the employer community.

Success:

- Feb 3rd: Blue Star Cart Info Session. 213 pre-registered. The owner is out of the office for two weeks, so I don't have information on whether anyone was hired.
- Feb 5th: AT&T Rapid Response Event. 13 affected.
- Feb 11th: Goodwill Caring Recruitment Event. 5 potential hires. I have not received final numbers yet. 13 pre-registered.
- Various events and activities from different employers and partners have been distributed among the network (e.g., Trident Maritime Systems is organizing their own recruitment event at their facilities on March 6th).
- Transportation, Manufacturing, and Construction Recruitment Event was released on 02/21/25 as an eBlast and posted on the DOL NJ Job Fair Calendar.
- Business Etiquette workshop flyer was sent as an eBlast.
- Jessica and I invited multiple employers to the upcoming Transportation, Manufacturing, and Construction Recruitment Event. As a result, 11 employers have registered.

Challenges:

- Multiple emails and calls have been made to employers who participated in the Health Recruitment Event to complete the survey, but only 6 out of 13 employers have responded.

Upcoming Events:

- Jessica and I are working with the County of Somerset to organize a job fair for all of their current openings. We have a meeting scheduled next week to discuss this further.
- Initial conversation with FEMA for future virtual info session events.
- Feb 27th: Norwescap-Spanish Presentation (Department of Labor Services and Partners)
- March 3rd: OPTUM Rapid Response Event (Online)
- March 4th: Partnership + meeting – I will be presenting on DOL services outreach.
- March 10th: Federal Air Marshal Virtual Info Session
- March 27th: Federal Air Marshal Info Session (In Person)

Employment Services/One-Stop Office Update

Two successful presentations were held for staff, one focusing on Career Training Services and the other on workforce development. Upcoming presentations in March will cover DVR services and African American pathways to grants. To address challenges with event attendance, a vet rep and pathstone representative will be asked to attend job fairs and provide information to potential clients.

A senior counselor has been relocated to the Letington office, closer to their home, and a job club will be delayed until April or May due to staffing shortages. A comprehensive list of individuals interested in One Stop services will be sent to Monica's team, who will encourage them to visit ES. A presentation about services will be provided to promote ES, and flyers in English and Spanish will be shared.

Career Training Services Update

General Update and Successes

- The One Stop Career Training Services Center is out of training grant money as of 2/11/25 for the program year that ends 6/30/25. We have started a waiting list for training grant funds. We have 10 contracts approved and waiting for funding, 30 jobseekers currently working with our career navigators to finish training grant paperwork and 63 jobseekers scheduled for orientation through 3/17/25. We are asking that partners continue to refer jobseekers for training, and we will still work with jobseekers on developing employment plans, connect them with resources and other training opportunities until/if we receive additional training grant funding.
- We continue to tap into the supportive services funding for our customers who need this support.
- We have served 1483 new customers between 7/1/24 - 1/31/25.
- Members of the One Stop Career Training Services Center team attended the following additional free trainings in late January/February:
 - ☐ 1/28/25 Thriving Through Change (HRDQ)
 - ☐ 2/5/25 How to Make Sure AI Delivers (HRDQ)
- Upcoming One Stop Career Training Services Center team member training:
 - ☐ 2/26/25 WIOA Measurable Skill Gains
 - ☐ 3/5/25 Immigration (Somerset County)
 - ☐ 3/20/25 Soft Skills for the Workforce Development Professional (NAWDP)
 - ☐ 3/27/25 and 3/28/25 Futureworks training (performance outcomes)
 - ☐ Pending: WIOPOD technical assistance on AOSOS entry
- The One Stop Career Training Services Center continues to send out information monthly to all new UI filers from Hunterdon and Somerset County with information about One Stop system services and flyers for upcoming events. This information has reached 3385 new UI filers between 7/1/24 – 1/31/25.
- The One Stop Career Training Services Center has begun to promote the 3/18/25 job seeker workshop and 3/26/25 recruitment event. Flyers were sent out to UI filers from November – January and sent out to community distributions lists in Hunterdon County and Somerset County.

Team members have the flyers and are sharing with current customers. Flyers are sent to everyone who is signed up for orientation, are on display in both offices and are on our scrolling video screens in Somerville.

Challenges:

- New: The additional \$87,000.00 provided to us in January was fully obligated in February, as projected. A request was submitted to the GRWDB on 1/31/25 for additional funds. That request is still pending as of 2/20/25.
- Carryover: AOSOS continues to have many technical issues that complicate things – NJDOL had indicated we should only be utilizing the new version but recently indicated the new version continues to have technical issues and we may need to use the old version as well. Using AOSOS continues to be a cumbersome task.
- Carryover: Increase in WFNJ referrals due to sanctions being put back into place. This has led to an increase in workload for One Stop Career Training Services Center staff.
- Recurring: Training providers continue to report issues with the ETPL.

Supports Requested:

- Continued connection with partners who interface with businesses to develop relationships that lead to employment opportunities for our customers.

Upcoming Events:

- ☐ 3/18/25 Business Etiquette for the Job Seeker (in collaboration with the 3/26/25 recruitment event)
- ☐ 3/20/25 Mastering the Interview (in collaboration with Somerset County Library System, Watchung Library)
- ☐ 3/21/25 How to Thrive During Transition and Change (in collaboration with Professional Services Group of Mercer County)
- ☐ 3/31/25 The Art of Effective Communication (in collaboration with Professional Services Group of central New Jersey)
- ☐ 4/25/25 Career Café
- ☐ 5/19/25 Human Services Conference (Jan Goodman, workshop presenter)
- ☐ 5/30/25 Career Café
- ☐ 6/27/25 Career Café

Department of Vocational Rehabilitation Services Update

General Update and Successes: We are unfortunately in a situation where we are down a counselor again (on leave). However, we still have our Rutgers Intern for a few more months who can step in and assist. Here are a couple of “kudos” we received in the month of December:

Jennifer Grant VRC2- Somerville Office

Thank you for all that you have done for me to get to this point. I appreciate your help more than you know. Happy Holidays

-Client 

Deanna Bullock, VRC1- Somerville Office

Hey Deanna, I Should Be Done With my Current Secontion Today And I Will Be Giving Mr.DrivingSchool Tomorrow To See What My Next Step Is . Just Keeping You Up To Date I Just Want Thank You And Dvrs for even giving me the opportunity to change my life.


-Client

Challenges: Staff shortages (counselor, head clerk, senior clerk).

Support Requests: None at this time.

Upcoming Events: No DVR specific events at this time.

Work First New Jersey Update

One-Stop Leadership Report HCESC 2.11.25

Update on challenges shared at prior meetings:

Challenges:

- In January we continued to receive a high volume of referrals, particularly for SNAP clients.
- ★ We will begin utilizing text messaging to initiate contact with referred clients for March referrals.

Participation Updates:

Somerset County Data as of Jan 31, 2025

CUSTOMER OUTREACH				REPORTED COMPLIANT		TANF CWEP DATA		EMPLOYMENT DATA	
		CONTRACTED LOS				< 3 months	20	OBTAINED EMPLOYMENT	RETAINED EMPLOYMENT
TOTAL	631	133		Face to face	25	> 3 months	27	24	0
TANF	153	88		Virtual	127				
GA/SNAP	73	57		Equitable Access	0				
SNAP only	405	0		Hybrid	0				

Hunterdon County Data as of Jan 31, 2025

CUSTOMER OUTREACH				REPORTED COMPLIANT		TANF CWEP DATA		EMPLOYMENT DATA	
		Contracted LOS				< 3 months	1	OBTAINED EMPLOYMENT	RETAINED EMPLOYMENT
TOTAL	247	82		Face to face	5	> 3 months	0	3	2
TANF	28	50		Virtual	16				
GA/SNAP	120	32		Equitable Access	0				
SNAP only	99	0		Hybrid	0				

Challenges:

- Ongoing high levels of SNAP referrals and referrals in general; a staff member out causing workload shifts.

Successes:

- Increased level of in-person instruction, particularly for TANF customers, due to transportation initiatives.

Middle Earth YES Update

Three referrals were sent to the YES program this month, and presentations were given at Montgomery and Nort Plainfield High Schools. Challenges include finding internship sites for construction and plumbing students and obtaining credentials for clients in specific industries.

Hunterdon PolyTech YES Update

General Update and Successes: Continue outreach by contacting local organizations, churches and therapists to share YES information.

Challenges: Attended a few IEP meetings at Hunterdon Prep to discuss student future plans. Hunterdon Prep encouraged individuals to enroll in the HP Transitions program instead of YES.

Support Requests: Requests have been minimal, total of 4 for the month, very quiet.

Next Meeting: Tuesday, March 25 @ 10am 1st Conference Room