

Greater Raritan One Stop Monthly Leadership Meeting Minutes

1st Floor Conference Room

Tuesday March 25, 2025

10:00AM

I. Attendance

Maria Marnell	WFNJ/ HSESC
Alexis Williams	Program Coordinator, Middle Earth
Jessica Johanson	Business Rep DOL
Danielle Kwan	Manager (DVRS)
Monica Mulligan	One Stop Career Training Services Center
Jazlis Perez	DVRS
Paul Grzella	Director GRWDB
Jeanetta Muhammad	Somerville OSCC
Fernandel Almonor	Operator
Barbara Stockton	Business Outreach
Debbie Voria	Literacy

II. Operator Report

Customer testimonial and department performance data due April 4th COB.

Transportation, Manufacturing and Construction Recruitment at Hunterdon Chamber tomorrow 10am – 12pm.

8:30am call time for One-Stop organizers and staff at Hunterdon Chamber of Commerce.

Partners are responsible for making their own marketing flyer copies and ensuring they get to the event.

III. Transportation, Manufacturing and Construction Recruitment Event Update

Date: 3/26 10am – 12pm

Location: Hunterdon Chamber of Commerce

Recruitment Event Update (Jessica):

- Number of pre-registrants to-date: 111
- 4 employers interviewing/screening at event.
- Update on resume submissions
 - Total number of resume submissions:77
 - Number of resumes sent to each of the 4 employers:
 - Coach USA: 8 Registered and 4 Resumes Received
 - Johanna Foods: 48 Registered and 24 Resumes Received
 - Hitran: 38 Registered and 27 Resumes Received
 - Thermo Fisher: 42 Registered and 22 Resumes Received
 - Number of interviews scheduled for each of the 4 employers: Employers have been requested to submit their interview schedules by Noon on 3/25

Business Etiquette Workshop Debrief (Monica):

123 registered, 54 participated.

IV. Healthcare Recruitment Event Stats Update (Karen)

- Healthcare Recruitment Event Stats Update
 - Update on unresponsive (5) employers. What new strategies are being implemented to get needed data.
- *We currently have three employers pending for the survey: Matheny Medical and Educational Center, Hackensack Meridian Health, and Springpoint. Barnabas completed the survey but did not provide the total number of hires. As a strategy, I sent an email to each employer, suggesting they are the only ones who have yet to fill out the survey and submit their numbers for our final reports. This approach aims to encourage compliance by making them feel they are the last ones outstanding.*
- *Regarding Springpoint, the email provided at the time of registration was incorrect, as the individual who responded indicated they are now living in another state. I have identified the correct email address and sent a reminder to the appropriate contact.*
 - **Total number of interview/screenings accomplished?**

Resumes Received:	156
Interviews conducted during the event:	79
Interviews conducted after the event:	34
Offers extended:	14
 - **Total number of placements to date?**

Numbers of hires:	8
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V. June Recruitment Event Planning

Potential focus on leisure, hospitality, and retail for the upcoming June event.

VI. Employment Pipeline Update

Princeton University Pre-employment Workshop

In the process of rescheduling, the confirmed date is coming soon.

4/23 11am – 2pm

4/24 10am – 2pm

4/29 12:30pm – 2pm

Marriott Employment Pipeline:

Transitioning point of contact due to staff change at Marriott.

Empower Somerset (pipeline employer) hired a pipeline candidate submitted by Career Training Services.

Feedback & Suggestions:

Discussed barriers such as transportation and housing for clients.

Suggested focusing on local major employers that better align with customer job preference data.

Analyze current strategies for sharing pipeline opportunities, identify improvement opportunities.

- Case managers
- Engage By Cell
- Digital flier distributions
- Flyers in workspaces

VII. Greater Raritan One-Stop Partner Updates

GRWDB Update

General Update and Successes:

Additional WIOA funding

OPG Manufacturing Program launch

Summer Youth Work Experience Program

Incumbent Work Training re-release

Successful meeting for audit and program monitoring

Challenges:

Need to develop several additional policies

Support Requests and Upcoming Events:

Greater Raritan 2025 Job Fair

Business Services Update

General Update and Successes: The job fair formula is proving successful for both hires and OJT's. The last event resulted in multiple hires of which OJT's (1 dislocated and 1 WFNJ customer) .

Upcoming Events: Somerset County Office on Aging and Disability 3/25. 51 Job Seekers registered. We collected resumes and sent them to employers to set up an interview schedule. They are also allowing walk-ins.

Employment Services/One-Stop Office Update

Mention of upcoming events and the need to address staffing and resource constraints.

Highlighted the need for improved data collection regarding client employment barriers.

Career Training Services Update

General Update and Successes

- The One Stop Career Training Services Center ran out of training grant money as of 2/11/25 for the program year that ends 6/30/25. The One Stop Career Training Services Center requested a budget modification on 1/31/25. On 3/18/25, we were informed by the GRWDB that a budget modification was approved by NJDOL. This will allow us to write approximately 20 contracts using funds that expire on 6/30/25 and another 40 contracts using funds that expire on 6/30/26.
- We continue to tap into the supportive services funding for our customers who need this support.
- We have served 1754 new customers between 7/1/24 - 2/28/25.
- Members of the One Stop Career Training Services Center team attended the following additional trainings in the last month:
 - 2/26/25 WIOA Measurable Skill Gains

- 3/5/25 Immigration and ICE (Somerset County)
- 3/17/25 Pathways Grant (African American Chamber of Commerce)
- 3/20/25 NAWDP's Day of Learning (NAWDP)
- 3/21/25 Raising Resilient Youth – Suicide Prevention (SCYSC)
- Upcoming One Stop Career Training Services Center team member training:
 - 3/27/25 and 3/28/25 Futureworks training (performance outcomes)
 - 3/28/25 Mental Health Awareness (presented by DMHAS)
 - 4/10/25 The Science of Resiliency (CCAMC)
 - 4/14/25 SPIRIT Presentation (Empower Somerset - Opioid Use and Prevention)
 - 4/30/25 – 5/2/25 PA Workforce Development Association Conference (Hershey, PA)
 - 4/28/25 PESS Overview Presentation (presented by Bridgeway)
 - April date TBD Interview Prep (presented by Princeton University)
- 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 3805 new UI filers between 7/1/24 – 2/28/25.
- The One Stop Career Training Services Center had 123 jobseekers sign up for the 3/18/25 Business Etiquette workshop that is connected with the 3/26/25 Multi-Employer recruitment event. Workshop participants were given information on the 3/26/25 event at the start and at the end of the workshop and the link to the flyer on the GRWDB website was dropped into the Zoom chat twice. Participants were also emailed the flyer for the 3/26/25 event immediately after the workshop. Weekly emails with the flyer for the 3/26/25 are sent out to UI filers from November – February 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:

- 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. Fernandel scheduled a meeting for us to discuss these issues with NJDOL on 3/28/25.
- 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.

Supports Requested:

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

Upcoming Events:

- 3/31/25 The Art of Effective Communication (in collaboration with Professional Services Group of central New Jersey)
- 4/25/25 Career Café
- 5/30/25 Career Café
- 6/27/25 Career Café

Department of Vocational Rehabilitation Services Update

Staffing remains the same as last month. We are hoping to hire 2 new counselors, and we have an offer out for a Head Clerk, but the position is frozen and awaiting clearance.

We will be getting Project Search in Somerset County as of September 2025. The host business will be RWJ University Hospital Somerset. The RFP for a CRP (Community Rehabilitation Program) went out on Friday and are due 4/7.

The RWJ University Hospital Somerset Project SEARCH is a combined education and internship program for students with intellectual and/or developmental disabilities, who have completed their high school academic requirements, but who have not yet officially graduated. This one-year program prepares these students for competitive employment in the community.

I will provide more details on this program once they are available as we are in the beginning stages of implementing the program, but it is very exciting to be able to offer this program to Somerset County students with disabilities.

Work First New Jersey Update

One-Stop Leadership Report

HCESC 3.11.25

Update on challenges shared at prior meetings:

Challenges:

- In February we continued to receive a high volume of referrals, particularly for SNAP clients.
- ★ We began utilizing text messaging to initiate contact with all referred clients with phone contact information for March referrals
- ★ We continue to make courtesy calls to TANF clients, in addition to text and email, to promote and arrange transportation and childcare support.

Participation Updates:

Somerset County Data as of Feb 28, 2025

CUSTOMER OUTREACH				REPORTED COMPLIANT		TANF CWEP DATA		EMPLOYMENT DATA	
		CONTRACTED LOS				< 3 months	20	OBTAINED EMPLOYMENT	RETAINED EMPLOYMENT
TOTAL	706	133		Face to face	33	> 3 months	28	27	3
TANF	169	88		Virtual	137				
GA/SNAP	87	57		Equitable Access	0				
SNAP only	450	0		Hybrid	0				

Hunterdon County Data as of Feb 28, 2025

CUSTOMER OUTREACH				REPORTED COMPLIANT		TANF CWEP DATA		EMPLOYMENT DATA	
		Contracted LOS				< 3 months	0	OBTAINED EMPLOYMENT	RETAINED EMPLOYMENT
TOTAL	305	82		Face to face	5	> 3 months	1	4	2
TANF	28	50		Virtual	19				
GA/SNAP	155	32		Equitable Access	0				
SNAP only	122	0		Hybrid	0				

Challenges:

- Continue to receive high volumes of SNAP referrals

Client feedback:

"I wanted to reach out to thank you all again for all your assistance as I move forward onto the next chapter of my life. I just wanted to reach out to let you all know that I got the job that I was really excited about interviewing for! The XX after-school program where I would be one of the instructors. Although this is more of a part-time opportunity, I think it is the perfect fit for me at this time. Thank you again for everything and I hope you all have a lovely weekend! I hope we can stay in touch!" - WFNJ Customer NM

Middle Earth WIOA Youth Outreach and Visions Update (One Stop Career training Services runs the YES program)

This month in the Visions program, we have sent 5 referrals to the YES program. Some of our referrals have come from school counselors, Tri County CMO counselors and Hunterdon County ESC. We were also able to attend Visions and Pathways youth conference at RVCC and had the opportunity to connect with some interested youth in the community. Visions staff has also been able to connect more students with internships. We have recently placed students at a plumbing supply store in North Plainfield and a clothing consignment store in Clinton. We have had 2 positive graduations this month and all of our students have been making great progress in the program.

Hunterdon PolyTech WIOA Youth Outreach Update - (One Stop Career training Services runs the YES program)

Unfortunately, I won't be able to attend the meeting on March 25th due to a conflict in my schedule.

Hunterdon County Polytech YES Update

- Continue to make connections with organizations that serve our targeted population
- Started introducing myself and the YES program to county Youth camps

Challenges: Transportation, a few interested candidates have no transportation and/or limited access to transportation, making it difficult to travel to Somerset Cty for VISIONS....I provide them with the Link Transportation information but unsure if Link will go to the VISIONS training location. Are there opportunities for participants to do some of the training virtually?

Adult Literacy Update

Preparing for new grant applications.

VIII. Conclusion

Meeting adjourned with emphasis on the positive progress and continued cooperation among departments. Encouragement to further improve efforts for client support and program success.

Action Items:

Follow up on employer engagement and pipeline improvements.

Continue preparations for upcoming events and workshops.

Departments to ensure flyers are prepared and available at events.

Next Meeting: Tuesday, April 29 @ 10am 1st Conference Room