

**BURLINGTON COUNTY WORKFORCE INVESTMENT BOARD  
MEETING  
Tuesday, October 8, 2013**

- **Call to Order and Welcome – Dan Caldwell, Chair**

Dan Caldwell, Chairman, called the Full WIB meeting to order at 8:01 a.m.

- **Reading of the Sunshine Law statement - Mary Fox, WIB.**
- **WIB Re-Certification**
  - Budget Vote

Kelly informed the Board that through the WIB's recertification process we have learned that the WIB needs to approve the budgets for PY 2011, PY 2012 and PY 2013. The budgets were sent out to all members one week prior to the meeting for members to review. The budgets reflect all funds received by the County from the Department of Labor to provide employment and training services to that in need.

A vote was taken, all present were in favor to pass the budgets as submitted. A motion was made to pass the vote by Robert Delaney, seconded by Nancy Tvarok and approved by members of the board.

- Youth 6<sup>th</sup> Barrier Vote

At the last Full Board meeting in July, Barbara spoke regarding the Youth 6<sup>th</sup> Barrier Vote. Each WIB can adopt an additional 6<sup>th</sup> youth barrier to be used in determining the eligibility of youth for the Youth Opportunity Program. In the last strategic plan, Burlington County has identified "youth with disability requiring additional assistance to complete an educational program or to secure and hold employment."

A motion was made by Curtis Myers, and seconded by Nancy Tvarok and approved by members of the board.

- **American Job Center (One-Stop Career Center) update.**
  - Local Area Funding.

Kelly discussed government shutdown and funds. Currently this is not an emergent issue in Burlington County due to Burlington County carrying funds in from last program year. If there is not a continuing resolution or appropriations

act agreed upon soon, there may be a direct impact soon. The Adult and Dislocated Worker programs are structured so that funding is released to states in two allocations. A base allocation was released on July 1; the remainder of the annual allotment is released October 1st the start of the federal fiscal year. The advance allotment is the majority of the allocation. We are relying on our carry in funds.

- Memorandum of Understanding.

Kelly informed Board that the Memorandums of Understanding have been approved by the Freeholders. As a reminder, there are three MOU's: (1) between the Freeholders and the WIB; (2) between the WIB and the Job Center Operator; and, (3) between the WIB, the Job Center Operator and the Job Center Partners. For the Job Center Partner MOU we now need to get the signatures of the various Job Center partners for full execution. The Memorandums of Understanding will be updated and re-executed every 2 years.

- **Open Discussion**

The WIB will begin our current year fiscal audit on Tuesday, October 15.

Dan asked Darlene to make some comments about the Job Fair that was held at the Burlington Center on Friday, September 27, 2013. Darlene informed the Board that there were 69 employers who participated and there were 10 resource tables.

Lourdes Specialty Hospital provided refreshments, the Mall provided space at no cost and Burlington County Institute of Technology provided 16 makeovers for job seekers. Goodwill partnered with us to provide vouchers for professional clothing, and various workshops to get job seeker ready.

An estimated 1,800 job seekers visited the Job Fair between 10:00 am and 1:00 pm. The Business Solutions committee will follow-up on the job fair to see how many jobs were filled and what we can learn for next year's Job Fair.

Kelly talked about the GSETA Conference which was held in Atlantic City September 18 and 19. A Star Award was awarded to a participant in the Burlington County Youth Opportunity Program, Miracle Williams, for overcoming significant barriers to successfully meet her goals of attaining her GED. Miracle was a speaker at the GSETA conference.

Anna Payanzo discussed the County of Burlington's Workforce Development Initiative which is spearheaded by Burlington County College and the Board of Chosen Freeholders.

Kelly reminded the members that the WIB and WIB staff are currently working on the Strategic Plan which is due to the state December 2<sup>nd</sup>.

Kelly also discussed that October is Disability Awareness month and our Disability Issues Committee is sponsoring two programs: "Myth Busting" for employers on October 17; and , "Getting the Job" for job seekers with disabilities on October 22. Both events will be held in the Human Services Facility Lecture Halls. The Myth Busting event for employers will feature the president and CEO of Wawa and IKEA as keynote speakers.

- **Adjournment**

Dan adjourned the meeting at 9:00 AM.

**NEXT MEETING IS SCHEDULED FOR  
DECEMBER 3, 2013**

**8:00 am**

**The Meeting will be held in the Board Room of the United Way Office.**