Summary:

Kelly O'Neill McGuire opened the session, followed by Kendra Lee, New Jersey Department of Labor Assistant Director of the Office of Career Services, WIOA Program Oversight and Development introducing Stephen Epstein, NJDOL monitor who provided insights into the monitoring process. Epstein outlined the expectations for local areas during monitoring cycles, which include governance, service delivery, and procurement reviews. He encouraged the sharing of resources, specifically slide decks from the RISE info session.

Kendra Lee reported on the completion of recent training sessions and highlighted concerns regarding under-spending in youth work experience. She mentioned plans for future training sessions and the need to refine training materials, including case management and AOSOS training. Nick Intromasso raised issues related to AOSOS and the migration of information between systems, seeking training support. Discussions also covered vendor complaints, with Alicia Oatman-Gadsden emphasizing the importance of communication among vendors, counselors, and monitors.

The committee addressed the impact of changes to the industry value credential list and the importance of exit interviews in identifying areas for improvement. Muniir Naje raised concerns about declining job demand in specific sectors, prompting discussions on the need for adaptability in training and vendor engagement. Richelle Hardison inquired about a centralized database for policies, to which Kendra responded that local boards should manage their updates. The meeting concluded with a discussion on future occupational projections, with suggestions for training programs to meet evolving labor demands.

GSETA Monitoring Committee Meeting Overview

Kelly O'Neill McGuire welcomed participants to the May 2025 Monitoring Committee meeting, outlining the purposes of monitoring which include compliance with statutes and regulations, ensuring performance goals are met, effective and high quality service provision, continuous improvement, and achievement of strategic priorities established at the federal, state and local levels. Kendra Lee, the Assistant Director of the Office of Career Services, was introduced. Kendra highlighted a recent RISE session focused on monitoring and encouraged collaboration among attendees to share best practices. Stephen Epstein was introduced to present further details on monitoring initiatives.

Monitoring Overview and Expectations

Stephen Epstein outlined the roles of the monitoring team, including himself, Thomas O'Connor, Patricia Shump, and Raji Ramachandra. He detailed the monitoring process, which consists of entrance interviews, actual monitoring, exit interviews, and final reports, stressing that the process is meant to identify strengths and weaknesses rather than to catch anyone off guard.

Epstein also highlighted the need for local areas to be prepared and engaged throughout the monitoring cycles.

Slide Deck Distribution and Feedback

Stephen Epstein addressed the sharing of slide decks from the recent RISE info session, inviting attendees to contact their local directors or the WIOA pod for access. Kendra Lee noted that the slide decks would be collectively shared with the committee to avoid individual requests. Kelly O'Neill McGuire confirmed her commitment to distributing the materials.

Training Updates and Future Planning

Kendra Lee discussed the completion of the RISE and measurable skills gains training, highlighting the need for further training in youth work experience due to under-spending in that area. She mentioned that they are analyzing training requests from multiple sources to prioritize future training topics. Kendra also acknowledged a request for case management training and the need for AOSOS training.

Vendor Complaint Monitoring Processes

Nick Intromasso asked about the AOSOS technical guide, and Kelly O'Neill McGuire assured that it would be shared with the group. Muniir Naje sought clarification on how counties manage vendor complaints, leading to insights from Davidene Alpart about challenges with the ETPL and from Alicia Oatman-Gadsden regarding the monitoring process for vendor-related issues.

Credentialing and Labor Demand Updates

Kelly O'Neill McGuire inquired about the evolving industry value credential list and its implications for training. Kendra Lee indicated that updates would be communicated at the GSETA meeting, while Davidene Alpart highlighted the difficulties in securing credentials and noted that the in-demand list has changed, affecting several training programs. Davidene emphasized the need for waivers for certain credentials that are no longer listed as in demand.

Exit Interviews and Local Policy Reviews

Kelly O'Neill McGuire asked Stephen Epstein to elaborate on the exit interview process, emphasizing its purpose in discussing observations and potential improvements. Stephen highlighted that these interviews focus on local policy reviews, where they identify policies needing updates and allow for questions from the local areas. He noted that this dialogue can clarify misunderstandings and ensure all relevant information is considered.

Discussion on Labor Demand and Waivers

Najeeb Muniir expressed concerns about shifts in labor demand, particularly in the medical and hospitality sectors in Atlanta County. Kelly highlighted the necessity of adhering to the New Jersey Department of Labor's recommendations and the importance of submitting waivers by the June 1st deadline. Davidene added that while there is a cutoff for waivers, they can still be submitted as needed throughout the year.

Policies and Procedures Discussion

Richelle asked about a centralized database for policies and procedures following a call with Raji. Kendra explained that local workforce development board directors are responsible for managing local policies and their website placement. She also mentioned that the Department of Labor's policies are accessible online, and new guidance is being finalized for distribution to directors.

Recommendations and Updates Discussion

Kelly O'Neill McGuire led a discussion on recommendations, thanking Kendra Lee for her contributions and clarifying a question from John Bicica about future occupational trends. Raji Ramachandra proposed air traffic controller training in Newark, which was positively received. John Bicica mentioned that allocation updates should be coming soon.

Action Items:

* Kendra Lee will share the slide deck from the RISE session with the committee.

* Kelly O'Neill McGuire will ensure that the requested documents are sent out to the committee.

* Kendra will send all the requested documents in a follow-up email before the end of the day.

* Kelly O'Neill McGuire will send out an acronym list to the committee before the next meeting.