

One-Stop Committee Minutes
February 18, 2005

- Attendance: Joe Doney, Paul Porter, Brandi Lippincott, Pauline Glenn, Vernon Hill, Chris Styer-Sloan, Daniel Boas, Lorna Garrow, Judy Ruilova, Constance Moore, Deb Murphy, Barbara Weir, Deborah Anderson, Steve Mader, Laure Brock, Deirdre Amar, Ferne Allen, Molly Conner, Kenila Xavier, Art Henry, Kevin Fitzpatrick, Kelly West
- The meeting began at 8:35 am with welcome and introductions.
- Minutes from the January 21st meeting were reviewed. Motion to approve the minutes, Pauline Glenn second by Vernon Hill. Minutes passed by voice vote.
- Joe Doney updated the committee on the WIA Reauthorization Legislation (HR27). Joe also informed the committee that New Jersey has approved an increase in the minimum wage. As of October 2005 the minimum wage will be \$6.15. As of October 2007 the minimum wage will be \$7.15.
- The new marketing team will be meeting directly following the committee meeting today. The committee will act as a creative clearinghouse for publications regarding the One-Stop Career Center. This committee will not act as a final approval committee, but an assurance that the message is unified and that the full committee and partners are aware of what is going on. This team would report back to the full committee.
- The Unification meetings for February consisted of presentations by Laure Brock, Ferne Allen and Ed Morgan. Ferne raised a concern on behalf of Ed Green regarding attendance and the audience that we are missing (i.e. UI, and other partners who may not be located in the Human Services Facility). We need suggestions on how to get the appropriate staff to attend in order to make a significant impact. The questions that need to be addressed include, who is attending, who would like to attend, how could we accommodate an interested person to attend. Joe will meet with the Design Team to discuss this issue. Judy Ruilova brought up a suggestion for a future training topic. She would like either medical personal or a representative from Health and Safety to discuss health protective measures.
- The operations team- Deb Murphy reported the team is working on ironing out customer flow issues. Deb will work with Pete to coordinate an in house training on the EPDT/IRP. Kelly would like that the training take place and the use of the on-line EPDT/IRP take effect March 15,

2005. There is also a State sponsored training session scheduled for Friday, February 25th regarding the Supplemental Workforce Training Benefits. On the fourth Wednesday of each month, a case review meeting is scheduled for all To Work case managers; this will take place on February 23rd. The next operation meeting is scheduled for March 9th.
- The Accessibility Team: Steve Mader reported that he is working on a sensitivity training for all One-Stop staff. He is also working on a monthly newsletter. There will be an event held by the Burlington County Disabilities Issues committee on April 25, 2005. An informational flyer regarding this event was made available to those in attendance.
 - AOSOS Team: The January dual training (both Board of Social Services and One-Stop Staff) in the on-line IRP and EDPT was poorly attended by Burlington County One-Stop staff due to the snow storm and parking issues. To the committee's knowledge, Pete Jaskot was the only person who attended. We need to contact the State regarding running the training again. Kelly will reach out to the Burlington County liaison Chris Tattory with this concern.
 - Evaluation Team: Ferne Allen and Ed Green met with Peggy Englebert regarding an employability assessment tool. A team meeting will be called and a full report with recommendations will be given in the future.
 - Art Henry informed the committee about an information day for Disabled Veterans to take place on April 8th. The ad hoc committee working on this will meet with the marketing team as well as the WIB office with the details. This is not a job fair, just an information day regarding the available services for disabled vets offered throughout the County and the State.
 - Judy Ruilova reported that the Workplace Learning Link is operating at full capacity and they have begun to successfully incorporate the GED package.
 - The next Design Team meeting will be Tuesday, March 1st, 2005 at 9:00 am at Goodwill Industries Employability Institute.
 - The next Unification meetings will be March 16th at 10:30 am and March 17th at 2:30pm at Goodwill's Employability Institute.
 - The next Full One-Stop Committee is Friday, March 18th at 8:30 am at Goodwill's Employability Institute.
 - Meeting adjourned at 9:30 am.