



GSETA Fiscal Committee Meeting

Virtual Zoom

March 21, 2022

AGENDA

Welcome and Introductions

Allison Spinelli, Director
Cumberland County
Department of Workforce
Development
GSETA Committee Chair

LWD Financial Report Updates

Erica Slaughter, Admin Analyst
Division of Accounting
NJ LWD

LWD Internal Audit Updates

Theresa Valley, Internal Audit
NJ LWD

Other Business

Committee

Next Virtual Meeting:

June 13, 2022

Attendance 03-21-22

10:01:50 From cnicholas to Everyone : Good morning
10:03:23 From Melinda Emery, Ocean to Everyone : Melinda Emery, Ocean
10:03:28 From Ashley Rastelli to Everyone : Good Morning! Ashley Rastelli-Gloucester County WDB
10:03:31 From Cindy to Everyone : Cindy Shea, Ocean County
10:03:31 From paulina siedlecki to Everyone : Good Morning. Paulina Siedlecki - Passaic County
10:03:33 From Davidene Alpart to Everyone : Davidene Alpart, Passaic County
10:03:36 From Jamie Busch to Everyone : Jamie Busch, Ocean County
10:03:37 From Sabrina to Everyone : Sabrina Sullivan, NJDOL (POD)
10:03:42 From Matt Wolf to Everyone : Matt Wolf NJDOL Internal Audit
10:03:47 From Cheryl Meyer to Everyone : Cheryl Meyer-OCWDB
10:03:48 From Sally Trappe to Everyone : Sally Trappe - NJ Dept. of Labor, Accounting
10:03:48 From Emily to Everyone : Emily Watts NJDOL OIA
10:03:49 From Claudia Dorsch to Everyone : Good morning. Claudia Dorsch from Middlesex County.
10:03:49 From Grace Ye to Everyone : Grace Ye - Newark
10:03:53 From Jason Frazier to Everyone : Jason Frazier, Newark
10:03:55 From jbryant to Everyone : Janice Bryant Camden County
10:03:58 From David Flum to Everyone : David Flum - Morris County
10:04:02 From tmccabe to Everyone : Tom McCabe - Union County
10:04:02 From Kelly West to Everyone : Kelly West Burlington County WDB
10:04:02 From Anthony Bontempo to Everyone : Anthony Bontempo, Cumberland County
10:04:13 From Katrice Thomas to Everyone : Katrice Thomas, Jersey City
10:04:13 From Chinedu Nwafor NJDOL | OIA to Everyone : Chinedu Nwafor- NJDOL | OIA
10:04:15 From Victoria Bollhardt to Everyone : Victoria Bollhardt, MSW
10:04:16 From James Reed - OIA to Everyone : James Reed - OIA
10:04:16 From Dora Mann to Everyone : Good Morning. Dora Mann NJDOL, Internal Audit
10:04:27 From Mary Said to Everyone : Good Morning. Mariam Said NJDOL OIA
10:04:59 From Caitlyn McGee to Everyone : Caitlyn McGee NJDOL OFA
10:05:06 From Marinou Awad to Everyone : Marinou Awad - NJDOL
10:05:28 From cokoye to Everyone : From Somerset County, Chika Okoye
10:20:32 From n9jshep to Everyone : Pamela Shepherd Monmouth County
10:23:33 From angbor@bergen.org to Everyone : Angela Bortnick
10:23:44 From angbor@bergen.org to Everyone : Bergen County
10:24:01 From Nuria Sierra to Everyone : Nuria Sierra (JCETP)
10:24:45 From Rani Khiatani - BCJC to Everyone : Rani Khiatani - BCJC
10:24:48 From Theresa Washington to Everyone : Theresa Washington - Monmouth County
10:32:24 From vvelez to Everyone : Good morning everyone - Virgen Velez - Mercer - enjoy your day!
10:35:17 From Theresa Vallely, NJDOL to Everyone : Terry Vallely
10:38:28 From cnicholas to Everyone : Hi Lori, please sign in the chat if you haven't already. Thanks!
10:38:58 From acream to Everyone : Aaron Cream - Camden County
10:39:21 From Lynn Martin to Everyone : Lynn Martin - Camden County
10:39:21 From Leslie Williams to Everyone : Leslie Williams Camden County WDB

10:44:37 From Lori Dilks to Everyone : Lori Dilks - Salem County
10:46:22 From Paul Grzella to Everyone : Paul Grzella, Greater Raritan WDB
10:46:31 From laggeor to Everyone : Madella George DOL Finance & Accounting
10:51:34 From Rani Khiatani - BCJC to Everyone : Have to leave now for another
call. Thanks!
10:51:50 From n9jshep to Everyone : Is thenew DLW OJT state or federal sunds

GSETA Fiscal Committee Meeting

March 21, 2022

Zoom

A zoom meeting of the GSETA Fiscal Committee was held at 10am on March 21, 2022. The attached list is those who signed in on the chat.

Welcome and Introductions

INTERNAL AUDIT – Terry Vallely

- In process of the PY21 local area reviews – begin all by 6/30/22.
- Inundated with a lot of external audits (UI and other federal funding)
- Paul Warsaw will be out for a bit so his 4 counties will be reassigned.
- Will be reviewing the documents attached to draw vouchers.
- Quarter-end reports timeliness is critical. We have gotten comments from recent meetings with Feds.
- Office of Inspector General will review 2018-2021 and will include 2 local areas to review training providers related to PPE and whether or not they continued to provide training during the pandemic. Report goes to ETA, not NJDOL (WIOA and other ETA grants). Goal is to build an audit program they can use to procure a company to complete this review nationally.
- WDB requirement for oversight of the One Stop fiscal and program work. USDOL, Yolanda and team are working on requirements and possible template.

FISCAL QUESTIONS & DISCUSSION - Committee

- PY20 Local area contracts should be completed. PY21 contract information not yet in SAGE.
- SYEP NOA split WFNJ & WIOA – on a separate contract not in SAGE. With monthly reports Erica is going to follow up Patricia Jordan to have a conversation and will try to get some guidance on how we need to report expenditures. The funding on the NOA does not impact the youth eligibility listed in the grant notice.
- OJT funds can be used for government employees – allowable if eligible but need more information about how to issue the contract (cannot issue contract to your own entity).

ACCOUNTING – Erica Slaughter

- Closeout for WIOA PY21 in SAGE is the 25th month (July 15, 2022 reports) No payables and all draws should be completed.
- Will need to talk to the programmers to see if we can extend the due date.
- There is no option to go back and change the report in SAGE after it is filed - system will automatically generate a funding-reducing NOA for any remaining balances.
- FIFO to try and charge back and spend funds that are ending.
- No extensions due to COVID for formula funds.
- NJDOL will be sending letters about funding that needs to be returned.
- Rent invoices for July-December 2022 will go out in the next week. These will be submitted 6 months at a time.

For those who are new to the meetings, below are email address in case you need to get in touch with Internal Audit or Accounting.

OIA contact information

Director of OIA: Theresa Vallely, Theresa.Vallely@dol.nj.gov

Assistant Director of OIA: Irene Torunoglu, Irene.Torunoglu@dol.nj.gov

Always copy: Executive Assistant: Barbara Gagliardi, Barbara.Gagliardi@dol.nj.gov

Fiscal Monitoring staff:

Paul Warsaw Paul.Warsaw@dol.nj.gov (is out of the office for 6-8 weeks)

Matthew Wolf Matthew.Wolf@dol.nj.gov

Bright Nwafor Bright.Nwafor@dol.nj.gov

Emily Watts Emily.Watts@dol.nj.gov

Mariam Said Mariam.Said@dol.nj.gov

Dora Mann Dora.Mann@dol.nj.gov

James Reed James.Reed@dol.nj.gov

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June 13, 2022