

# GSETA Meeting Minutes

1/10/24

Virtual via Zoom

Local Area/Contact	Virtual
<b>Atlantic County</b>	
Fran Kuhn	X
<b>Bergen</b>	
Tammy Molinelli	X
Lynda Wolf	X
<b>Burlington</b>	
Kelly West	X
<b>Camden</b>	
Frank Ciri	X
Jeff Swartz	X
Leslie Williams	X
<b>Cumberland/Salem/Cape May</b>	
Christy DiLeonardo	X
Jamie Gomez	X
Bobbi-Jo Taylor (ALT J. Gomez)	X
Amy Ronketty	X
<b>Essex County</b>	
Jobi Odeneye	X
Howard Weiss	X
<b>Gloucester</b>	
Eileen Gallo	X
Michelle Shirey	X
Allison Spinelli	X
Alisha Thompson (ALT to S. Hart)	X
<b>Greater Raritan</b>	
Paul Grzella	X
Monica Mulligan (ALT to C. Peake)	X
Christopher Peake	X
Fernandel Almonor	X
<b>Hudson</b>	
William Holt	X
Keri Sullivan	X
<b>Mercer County</b>	
Virgen Velez	X
<b>Middlesex County</b>	
Hilda Alonzo	X
Kevin Kurdziel	X
<b>Monmouth</b>	
Joan Desmarais	X
Yolanda Taylor	X
<b>Morris/Sussex/Warren</b>	
Victoria Bollhardt	X
Kelly O'Neill McGuire	X
Diane Paz	X
Karen Lauridsen (ALT to D. Paz)	X
Beth Rodgers	X
<b>Newark</b>	
Eva Anochi (ALT for C. McGhee)	X
Karen Gaylord	X
<b>Ocean</b>	
Kimberly Clayton (ALT K. Liguori)	X
Kim Liguori	X
Cheryl Meyer	X
Diana Monti	X
<b>Passaic County</b>	
Davidene Alpart	X
Duwan Bogert	X
Sofia Comas-Phillips	X
Velanae Rojas	X
<b>Guests</b>	
Deanine Muniz (Hudson)	X
<b>Staff</b>	
Samantha Pfeiffer	X

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## **Welcome and Introductions**

Kevin Kurdziel called the meeting to order at 10:03AM and welcomed membership to the January meeting. Kevin asked membership for a moment of silence to honor the memory of Hugh Bailey, NJDOL Assistant Commissioner. He indicated that a donation in his memory will be made to a charity of the family's choice.

## **Correspondence**

Monica Mulligan indicated that there was no new correspondence.

## **December 12, 2023 Minutes**

The minutes of the December 12, 2023 GSETA General Membership meeting were presented by Monica Mulligan. She indicated that they had been updated to include the slideshow slides on WIOA Reauthorization presented by Kevin Kurdziel.

Fran Kuhn made a motion to approve the minutes as presented; Jeff Swartz seconded the motion. There were no objections or abstentions. The motion passed.

## **Treasurer's Report**

Allison Spinelli presented the Treasurer's Report through January 3, 2024 (see attached). Total account balance when considering the A/R report is \$966,281.76. Allison indicated that she has 11 POs have been received for outstanding invoices that she will process. There are 5 invoices for EDSI training and 27 invoices for the 2023 conference. Paper copies of invoices will be sent for outstanding payments. Allison reported that the following additional open invoices remain: zero for 2020; three for 2021 (2 voided); thirteen for 2022 and thirty-eight for 2023. There are also 17 brand-new invoices that recently went out to WDBs for the GSETA Institute.

Leslie Williams made a motion to approve the Treasurer's Report as presented; Davidene Alpart seconded it. There were no objections or abstentions. The motion passed.

## **President's Report**

Kevin Kurdziel reported that Samantha Pfeiffer will be providing a presentation on proposed changes to the GSETA By-laws. He indicated that there is nothing etched in stone but that alignment with the WIOA Local Governance policy was considered. Kevin indicated that the new by-laws would go into effect on 7/1/24. Kevin indicated that later in the meeting there will be reports on WDB certification, STAR Awards and the 2024 GSETA conference.

## **Executive Director Report**

Samantha Pfeiffer reported that the contract has been signed with Ocean in Atlantic City for October 23, 2024 – October 24, 2024. There will be no other conferences being held in Ocean at the same time as the GSETA conference. She reported that she is working on finalizing contracts with Dan Irving, who will be the keynote speaker after receiving very positive feedback about him from the 2023 conference surveys. Samantha indicated that registration for exhibitors and sponsors will open on 2/14/24. She is in the process of finalizing food options. Top Golf has been rented out for the membership dinner on Tuesday night. The location is usually closed on Tuesday but will open for the GSETA event only. Registration for the conference will open in May. There will be an early bird registration that will provide a discount. By popular demand, there will be an option to pay for registration by credit card. The Community College Consortium will be hosting a reception at

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the conference from 5PM – 6PM on Tuesday night, right before the membership dinner. They will also be hosting a fireside chat on Thursday morning. They want to better engage and connect with GSETA members and are using these conference events as a venue to do so.

Samantha Pfeiffer reported that she is working on getting the CWDP credential program started. The cost of sending staff for the training is covered in the professional development invoice that was recently sent to WDBs. The Metrix orientation program will be paid for by NJDOL. There will be three sections that allow participants to start a new course of study every three months up for the 12-month orientation period.

## **Presentation, Bylaws Amendments**

Samantha Pfeiffer presented the proposed GSETA restructuring plan and proposed by-law amendments (see attached). She indicated that the restructure was based on information gathered from other workforce organizations across the US. She added that the by-law changes were a result of work done with the By-Laws Committee that consisted of GSETA members Jobi Odeneye, Cheryl Meyer, and Terri Bryan last year - January 2023. Kevin Kurdziel indicated that the presentation will be sent out to membership. Please email or call Samantha with feedback. Kevin indicated that he is hoping that membership understands what is trying to be accomplished with the proposed changes. He indicated that the proposed changes mirror what is happening in other states.

Samantha reported on the GSETA Institute. She indicated that the CWDP training is not mandated but is recommended. She indicated that Wellness Wednesdays are starting in January and will be provided by the Mental Health Association of NJ free of charge to all local areas. The next workshop will be on mindfulness, to be held on 2/21/24 and 2/28/24. If anyone has any suggestion on wellness topics, please reach out to Samantha. Samantha is also working on finalizing a contract with Mike Fazio/Workforce 180 to offer a series of workshops at a discount rate through the GSETA Institute. The cost of participation is included in the professional development invoices that were sent out to WDBs.

Beth Rodgers indicated that Morris/Sussex/Warren received the invoice from GSETA for professional development for about \$38,000, which accounts for 1% of training funds received in its PY23 allocation. Her WDB had questions about the invoice and needs more information before approving the expense. She asked if there was any documentation that speaks to how the training cost are broken down. Will the funds her local area pays only be used for her local area? Are the funds pooled for all GSETA members to use? If Metrix is free, what are the other training costs? Samantha Pfeiffer indicated that she would send something out that shows the breakdown of each program cost. She indicated that local areas may carry over the funds to the next program year if not used or use the funds to send staff to the GSETA conference. She indicated that there will likely be a new round of RFP for additional training on new policies that these funds could be utilized for.

Tammy Molinelli indicated that the PY23 allocation had a total of 2% of funds earmarked for training – 1% to go to GSETA Institute and the other 1% to be utilized on other training. She indicated that local areas could look for new training providers that could supplement training being offered through GSETA. Samantha Pfeiffer indicated that if local areas have training providers in mind to please let her know. Tammy also indicated that in Bergen County, they are exploring group training. They are also looking to work with an entity that can do some research to see if the training that is provided works, given that everyone has a different learning style.

Kevin Kurdziel indicated that NJDOL has indicated that they do not see much representation from local areas at national conferences and that the other 1% of training funds could be used to support that.

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Davi Alpart asked about utilizing WIOA dollars to train ES staff, as was mentioned during discussion of professional development. She indicated that she did not understand why NJDOL was not utilizing its own funds to pay for the training of ES, who are NJDOL staff. Kevin indicated that NJDOL is utilizing GSETA as a “guinea pigs” to see how the training goes this program year. They may contribute to training costs in the future. Davi asked if the WIOA dollars would also be paying for training for DVR or UI. Kevin indicated that he had not heard this mentioned.

Leslie Williams was also looking for clarity on who the training is open to. Does it include WDB, One Stop and ES staff? Do the funds roll over to next year if not utilized? Samantha indicated that the funds would roll over and will be able to be used for whatever training offered through GSETA.

Jeff Swartz indicated that all partners should have the opportunity to attend professional development. It is another way for these dollars to be spent down so that they do not get returned to the state.

Yolanda Taylor asked if each area could get a specific breakdown of the training costs. Samantha indicated that she could do a percentage breakdown or can give a specific dollar amount if needed.

## **Update on Future Fit AI**

Kevin Kurdziel reminded the group that Future Fit AI provided a presentation to GSETA on its Co-Pilot program. Atlantic, Bergen and Middlesex County will be doing a 9-month pilot. If there is demonstrated effectiveness, it may be brought statewide. Kevin indicated that he sits on an AI workgroup and will talk about this at the next meeting on Friday. Davi Alpart asked who is paying for the pilot. Kevin indicated that GSETA is paying \$50,000 for the pilot program and that this was discussed at the Executive Committee.

## **WDB Recertification**

Kevin gave an overview of the WDB recertification process, which was contained in the agenda slideshow (see attached). Monica will send the slideshow out to the membership. There was discussion about what years the recertification covers. It is believed to be 2023 – 2025.

Jeff Swartz let membership know that one of the areas WDBs need to pay special attention is the 51%/49% board membership ratio, as this can trip the local area up in the recertification process.

## **STAR Awards**

Samantha Pfeiffer indicated that the STAR awards will now be presented as a stand-alone event in the spring to give more visibility to the recipients and give them the attention they deserve. Samantha asked anyone with experience with the STAR awards to please reach out to her with information. She is looking for past materials such as forms or anything about the process. Former GSETA member Terri Bryan indicated she would provide the information she had. Samantha is targeting an event to be held in late April or early May.

## **2024 Conference Update**

Samantha Pfeiffer reported that the cost of the 2024 conference will be \$650 for early bird registration (May-June) and \$700 for July onward. Registration on-site at Ocean will happen at a kiosk instead of having GSETA members at a table signing people in. There will be an additional cost for this, but it will modernize the process. The conference will have a later start time on Wednesday to allow those who have to travel for the first day of event to get there without leaving their

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homes very early in the morning. The conference will run later on Thursday. The breakout rooms hold up to 150 people each so that nobody has to stand for a workshop. There will be a Best Practice track added this year. The sessions will be one hour with a few super sessions that will run longer. There will be more grab and go food options than at Hard Rock. The call for speakers will go out in March. Samantha reported that she and Allie met with an app company yesterday that will be used for conference registration and payment. Sponsorship will be at the following levels: \$7,500; \$4,000; \$1500 for meal sponsors and \$1,000 for exhibitors. Sponsorship opportunities will open on 2/14/24. Check-in to the hotel itself will happen via text, though guests can also check in at the front desk. GSETA will have access to 22 conference rooms. One room will be used for a bag drop so that those arriving on Wednesday can drop their bags and check-in to the hotel later in the day. Youth from Atlantic County youth programs will be used to monitor the room with the bags.

## **Committee Updates**

**Fiscal Committee** - Victoria Bollhardt indicated the committee has not met since the last GSETA Membership meeting. The next meeting is scheduled for March 24, 2024.

**Youth Committee** – Kim Ligouri indicated the committee has not met since the last GSETA Membership meeting. The next meeting is scheduled for March 6, 2024.

**MIS** - Joan Desmarais reported that the next meeting is scheduled for 1/31/24.

**Monitoring** – Yolanda Taylor reported that the committee is in the process of setting its 2024 meeting schedule.

**Operations** – Fran Kuhn reported that the committee met last week. Baden Almonor from NJDOL attended. There were questions about the state's new website and how it intersects with other parts of its on-line presence. There was a brief conversation about WFNJ, but there was no representation from the state. There was continued talk about the disconnect with training explorer and the frustration local areas and training providers are feeling about how IGX is operating. Baden Almonor spoke a little about co-enrollment.

Howard Weiss indicated that he has had conversations with both Baden Almonor and Ken Ryan about some of the challenges presented by co-enrollment. He is going to continue the conversation with Ken Ryan.

Jeff Swartz indicated that the WDB Directors have spoken with Yolanda Allen, Baden Almonor, and Sarah Singer Quast about the need for further clarification on co-enrollment. NJDOL is supposed to be providing a briefing on 2/7/24 or 2/8/24 for WDBs and One Stops that will provide technical assistance.

Tammy Molinelli spoke to the continued challenges with the ETPL with books and other course required materials not being included on the ETPL. Chris Peake indicated that in Greater Raritan, supportive services funds are used to fill these gaps. Jeff Swartz indicated that they have been contacted by the schools that cannot be used because they are not showing up on the ETPL even though they have gone through the process and have been approved. Davi Alpart indicated that NJDOL has indicated that AOSOS can be used to look up information. Kim Ligouri indicated that you could look in AOSOS but the information there is not complete and cannot be used to verify that a training provider has been approved. Howard Weiss asked if there could be a workaround put in place with Leslie Hirsch. Perhaps a form that the local area or school could fill out and then she could sign off so that ITAs can be written to providers that have been approved but are

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not showing up on the list. Local areas should send their list of concerns to Fran Kuhn, and he will forward to Leslie Hirsch with a copy to Kevin Kurdziel.

## **Open Discussion**

Kevin Kurdziel officially welcomed Yolanda Taylor to GSETA in her new role as WDB Director for Monmouth County.

Kevin let membership know that registration for NAWB's annual conference in DC (3/24/24 – 3/26/24) is open online. NAWDP's conference this year will be held in San Antonio from 5/21/24 – 5/23/24. They will be opening their call for presenters soon.

Kevin Kurdziel informed membership that Atlantic, Middlesex and Bergen submitted a joint proposal for trauma informed case management in response to the NGO that was released by NJDOL for WFNJ (TANF). Tammy Molinelli indicated that trauma informed coaching reshapes how people think about themselves. The proposal was for a 15-month program that incorporated Future Fit AI and includes components for outreach, literacy and connection to business around CWEP. There will be an advisory council established for the program. Each area would serve 50 TANF customers. Howard Weiss asked how many hours would be dedicated to each participant. Tammy indicated it would be customized for the individual. She indicated they are looking to contract with an outside entity, possibly Rutgers, to measure program effectiveness. Paul Grzella indicated that Greater Raritan submitted a \$440,000 proposal that addressed transportation, the purchase of Chromebooks, Wi-Fi access, license restoration and car repairs.

Kevin Kurdziel asked if members had seen the notice for the summer youth program – many had not. Paul Grzella will forward the information to Monica Mulligan, who will send it out to membership.

## **Adjournment:**

Howard Weiss made amotion to adjourn the meeting; Davi Alpart seconded it. The meeting was adjourned at 12:07PM.

# Garden State Employment and Training Association, Inc.

## Statement of Financial Position

As of January 3, 2024

		TOTAL
<b>ASSETS</b>		
Current Assets		
Bank Accounts		
Main Operating Account		145,069.36
<b>Total Bank Accounts</b>		<b>\$145,069.36</b>
Accounts Receivable		
Accounts Receivable (A/R)		821,212.40
<b>Total Accounts Receivable</b>		<b>\$821,212.40</b>
<b>Total Current Assets</b>		<b>\$966,281.76</b>
<b>TOTAL ASSETS</b>		<b>\$966,281.76</b>
<b>LIABILITIES AND EQUITY</b>		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable (A/P)		0.00
<b>Total Accounts Payable</b>		<b>\$0.00</b>
<b>Total Current Liabilities</b>		<b>\$0.00</b>
<b>Total Liabilities</b>		<b>\$0.00</b>
Equity		
Opening Balance Equity		156,944.15
Retained Earnings		327,418.74
Net Revenue		481,918.87
<b>Total Equity</b>		<b>\$966,281.76</b>
<b>TOTAL LIABILITIES AND EQUITY</b>		<b>\$966,281.76</b>

# Garden State Employment and Training Association, Inc.

## Statement of Activity

July 1, 2023 - January 3, 2024

	TOTAL
Revenue	
GSETA Annual Conference 2022	
2022 Conference Registration	275.00
<b>Total GSETA Annual Conference 2022</b>	<b>275.00</b>
Sales	790,998.40
<b>Total Revenue</b>	<b>\$791,273.40</b>
GROSS PROFIT	<b>\$791,273.40</b>
Expenditures	
Bank Charges & Fees	110.00
Consulting	44,971.50
GSETA Conference	186,716.11
Consulting	1,500.00
Hotel Fees	35,134.79
Promotional	8,863.10
Supplies & Materials	662.52
Workshop Vendor	4,000.00
<b>Total GSETA Conference</b>	<b>236,876.52</b>
Insurance	1,558.62
Legal & Professional Services	670.70
Audit and Tax Service	5,000.00
Website Maintenance	3,416.00
<b>Total Legal &amp; Professional Services</b>	<b>9,086.70</b>
Meeting Expense	10,796.05
Office/General Administrative Expenses	
Dues, Subscriptions & Memberships	1,045.00
Office Supplies & Software	1,250.00
Postage	13.20
<b>Total Office/General Administrative Expenses</b>	<b>2,308.20</b>
Professional Development	
Conferences	1,770.00
<b>Total Professional Development</b>	<b>1,770.00</b>
Reimbursable Expenses	1,043.04
Rent & Lease	833.90
<b>Total Expenditures</b>	<b>\$309,354.53</b>
NET OPERATING REVENUE	<b>\$481,918.87</b>
NET REVENUE	<b>\$481,918.87</b>

# Garden State Employment and Training Association, Inc.

## Statement of Activity Detail December 1, 2023 - January 3, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
Ordinary Revenue/Expenditures								
Revenue								
Sales								
12/01/2023	Pledge	1854	Bergen County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	47,428.65	47,428.65
12/01/2023	Pledge	1855	Burlington County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	22,852.98	70,281.63
12/01/2023	Pledge	1856	Camden County WDB	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	40,841.55	111,123.18
12/01/2023	Pledge	1857	Cumberland County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	53,768.16	164,891.34
12/01/2023	Pledge	1858	Essex County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	36,862.80	201,754.14
12/01/2023	Pledge	1853	Atlantic County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	36,060.87	237,815.01
12/04/2023	Pledge	1862	Mercer County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	22,477.15	260,292.16
12/04/2023	Pledge	1861	Hudson County c/o NJDOL	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	51,106.72	311,398.88
12/04/2023	Pledge	1860	Greater Raritan Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	19,476.38	330,875.26
12/04/2023	Pledge	1859	Gloucester County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	18,605.73	349,480.99
12/04/2023	Pledge	1863	Middlesex County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	45,456.88	394,937.87
12/04/2023	Pledge	1864	Monmouth Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	31,827.83	426,765.70
12/04/2023	Pledge	1865	Morris/Sussex/Warren Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	38,794.01	465,559.71
12/04/2023	Pledge	1866	Newark Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	50,199.95	515,759.66
12/04/2023	Pledge	1867	Ocean County PIC	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	35,179.72	550,939.38
12/04/2023	Pledge	1869	Union County Workforce Development Board	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable (A/R)	38,991.60	589,930.98
12/04/2023	Pledge	1868	Passaic County Workforce Development Center	Institute	This amount was determined to be 1% of your LWDB's contribution for GSETA's training partnership for Professional Development Opportunities for program year 2023. Please see formal letter from Assistant Commissioner, Dr. Allen, for supporting documents.	Accounts Receivable	57,287.42	647,218.40

Garden State Employment and Training Association, Inc.

Statement of Activity Detail  
December 1, 2023 - January 3, 2024

DATE	TRANSACTION TYPE	NUM	NAME	CLASS	MEMO/DESCRIPTION	SPLIT	AMOUNT	BALANCE
						(A/R)		
Total for Sales							\$647,218.40	
Total for Revenue							\$647,218.40	
Expenditures								
Bank Charges & Fees								
12/01/2023	Check	SVCCHRG				Main Operating Account	95.00	95.00
Total for Bank Charges & Fees							\$95.00	
Consulting								
12/11/2023	Bill	DEC 2023	Samantha Pfeiffer	General	Consulting Services for 11/20/23 to 12/29/23 (160 hours)	Accounts Payable (A/P)	7,520.00	7,520.00
Total for Consulting							\$7,520.00	
Insurance								
12/08/2023	Bill	968	Chester and Associates	General	Director and Officers Insurance for the Period 1/7/24 to 1/7/25	Accounts Payable (A/P)	1,129.62	1,129.62
Total for Insurance							\$1,129.62	
Legal & Professional Services								
Audit and Tax Service								
12/08/2023	Bill	113224	Bowman & Company	General	Preparation of Form 990 for year ending 6/30/23	Accounts Payable (A/P)	2,500.00	2,500.00
Total for Audit and Tax Service							\$2,500.00	
Website Maintenance								
12/08/2023	Bill	2305 & INV-26427- 23	Bayshore Solutions/Spinutech, LLC	General	GSETA Website Hosting Dec. 2023 - Invoice 2305	Accounts Payable (A/P)	173.50	173.50
12/08/2023	Bill	2305 & INV-26427- 23	Bayshore Solutions/Spinutech, LLC	General	GSETA Website Maintenance Block July 2023 (1.75 hours) - INV-26427-23	Accounts Payable (A/P)	297.50	471.00
Total for Website Maintenance							\$471.00	
Total for Legal & Professional Services							\$2,971.00	
Total for Expenditures							\$11,715.62	
Net Revenue							\$635,502.78	

# Garden State Employment and Training Association, Inc.

## A/R Aging Summary

As of January 3, 2024

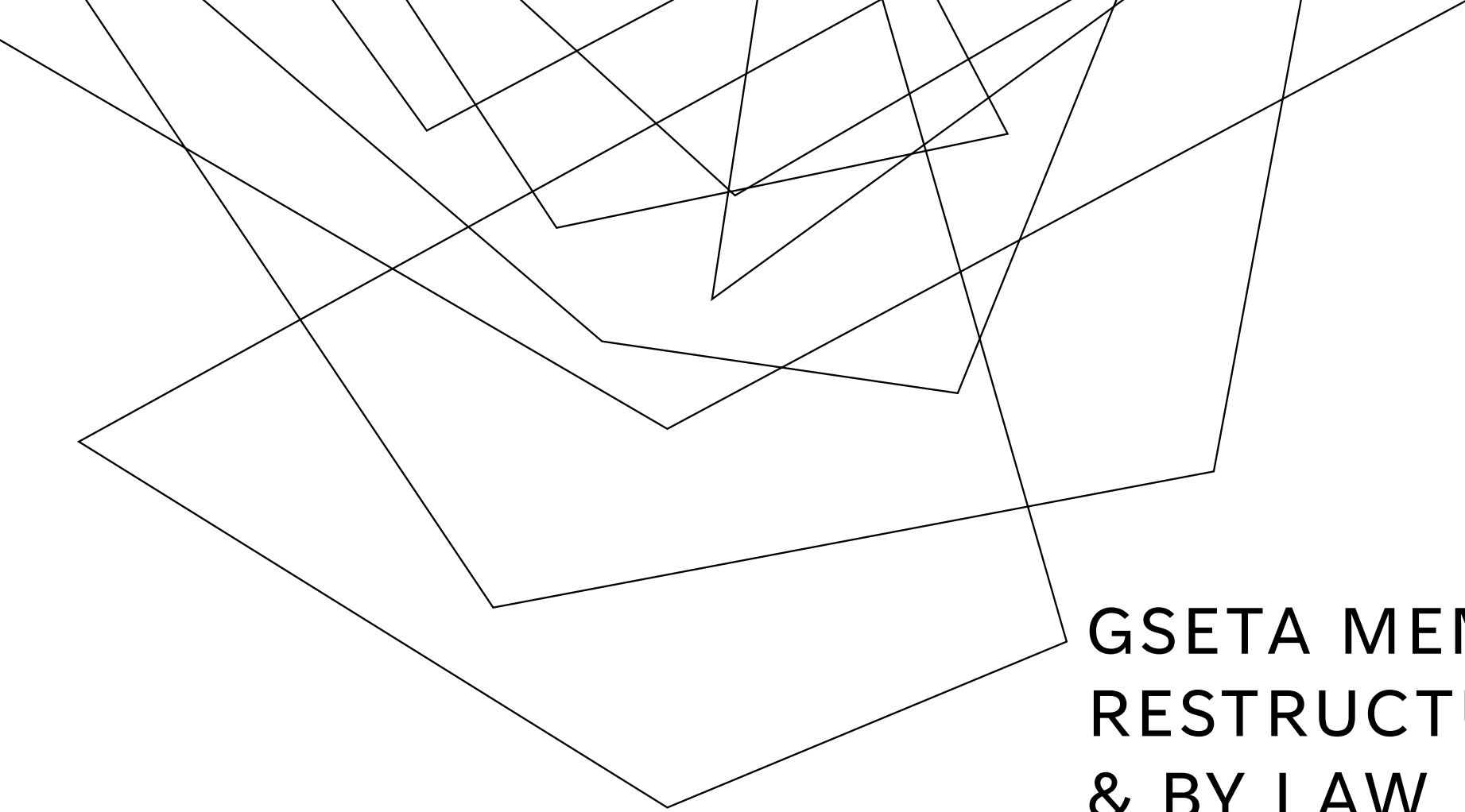
	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Ashton Stripling				300.00		\$300.00
Aspire Youth Development					3,000.00	\$3,000.00
Atlantic County Workforce Development Board	36,060.87		21,000.00			\$57,060.87
Bergen County Workforce Development Board	47,428.65					\$47,428.65
Burlington County Workforce Development Board	22,852.98					\$22,852.98
Camden County WDB	40,841.55				5,831.00	\$46,672.55
Charles Wallace					175.00	\$175.00
Christine Gillespie					225.00	\$225.00
City of Newark One Stop					125.00	\$125.00
Council of Carpenters				300.00		\$300.00
Cumberland County Workforce Development Board	53,768.16					\$53,768.16
Deborah Fleming					79.00	\$79.00
Denise Givens					68,150.00	\$68,150.00
Dorothy Murray					275.00	\$275.00
Dun & Bradstreet					600.00	\$600.00
Equus Workforce Solutions					1,200.00	\$1,200.00
Essex County Division of Training & Employment					700.00	\$700.00
Essex County Workforce Development Board	36,862.80				5,167.00	\$42,029.80
Fullstack Academy					940.00	\$940.00
Gloucester County Workforce Development Board	18,605.73					\$18,605.73
Greater Raritan Workforce Development Board	19,476.38				4,508.00	\$23,984.38
HC JC Workforce Development Board					975.00	\$975.00
Hudson County c/o NJDOL	51,106.72					\$51,106.72
Hudson County Community College				600.00		\$600.00
Hudson County Schools of Technology					1,300.00	\$1,300.00
Jacqueline Jetter				470.00		\$470.00
Jeannette Stevens					175.00	\$175.00
Jewel Daniels					275.00	\$275.00
Karen Gaylord					275.00	\$275.00
Kate Read					79.00	\$79.00
Leaders For Life NJ					1,200.00	\$1,200.00
Lillian Pichardo-Mancheno					175.00	\$175.00
Maureen Ochse					875.00	\$875.00
Mercer County Workforce Development Board	22,477.15				600.00	\$23,077.15
Michelle Deflippo					150.00	\$150.00
Middlesex County Workforce Development Board	45,456.88				1,800.00	\$47,256.88
Monmouth Workforce Development Board	31,827.83					\$31,827.83
Morris/Sussex/Warren Workforce Development Board	38,794.01					\$38,794.01
Newark Emergency Services					4,200.00	\$4,200.00
Newark Workforce Development Board	50,199.95				22,456.00	\$72,655.95
Newark WORKS				7,200.00		\$7,200.00
Ocean County PIC	35,179.72					\$35,179.72
Passaic County Workforce Development Center	57,287.42				7,844.00	\$65,131.42
Paula Genschow					600.00	\$600.00
Rebecca Clarke					600.00	\$600.00

# Garden State Employment and Training Association, Inc.

## A/R Aging Summary

As of January 3, 2024

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Rutgers, The State University of NJ					600.00	\$600.00
Samantha Ross				300.00		\$300.00
Sarah Singer-Quast				470.00		\$470.00
the Work Effect				600.00		\$600.00
Union County American Job Center					1,800.00	\$1,800.00
Union County One-Stop					700.00	\$700.00
Union County Workforce Development Board	38,991.60					\$38,991.60
Virgen Velez				3,600.00	1,200.00	\$4,800.00
Welsey Jones				300.00		\$300.00
<b>TOTAL</b>	<b>\$409,403.39</b>	<b>\$237,815.01</b>	<b>\$0.00</b>	<b>\$35,140.00</b>	<b>\$138,854.00</b>	<b>\$821,212.40</b>

Abstract geometric lines in black on a white background, forming various overlapping polygons and shapes, primarily concentrated in the upper left and center of the page.

# GSETA MEMBERSHIP RESTRUCTURING & BY LAW AMENDMENTS

# AGENDA

Other States Membership Structure

GSETA's proposed PY24

Membership restructure

Bylaw Amendments to  
accommodate Restructure

GSETA Institute opportunities

# PAWORKS MEMBERSHIP

PA works consists of 12-15 board members on the executive committee, 9 WDB board members, 4-6 vendors, education, trainer, Business services, etc.

This allows for everyone to have a voice at the table.

There is one chair and one co-chair for the committee, everyone else is equal.

Once a month meeting with everyone, WDB, PADOL, & SETC to discuss the material ONCE.

Once a quarter membership

MEETINGS ARE FOCUSED ON THE VISION OF THE ORGANIZATION, NOT FOR PERSONAL GAINS.

# MIWORKS MEMBERSHIP

Board Directors are primary members (MI has 37 boards)

Associate membership: there are different tiers and pricing, overall no voting and no position opportunities

Professional Development Academy

Business Services Professional Certification

Legislative Day: Directors and Board with state officials

Impact Awards in the Spring: our STAR Awards

Does apply for grants

# NYTEP MEMBERSHIP

Three tiers of membership: Standard membership, membership+ and director level.

Big into advocacy, huge success in their state. Huge into grants in order to be on the radar of the larger companies in the area.

Membership and membership plus CAN vote but cannot hold office. Official positions are to be held by directors or board members.

Professional Development: Policy and Advocacy, Skilling America, etc.

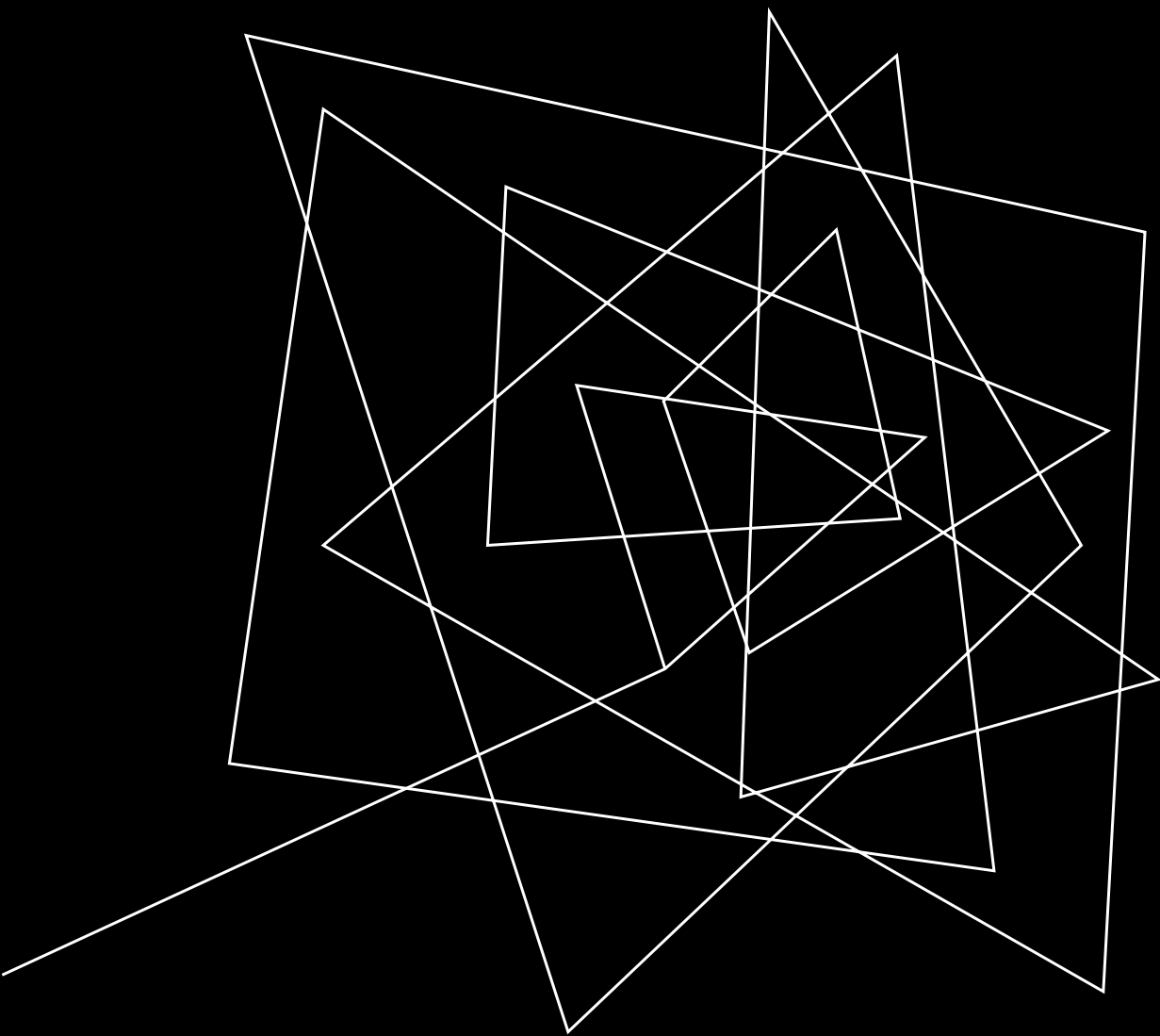
Membership meetings: WDB Directors meet monthly, Membership as a whole only meets during Spring Youth conference as well as Fall.

# MARYLAND MEMBERSHIP

Membership consists of directors

Dues are a flat rate of \$5,000 per local area.

Professional development: working on implementing a three-step process (Maryann Lawrence is included in one step)



# GSETA PROPOSED MEMBERSHIP STRUCTURE

# GSETA MEMBERSHIP PY24 AND BEYOND

## **Board Membership : \$1250**

- Equivalent to current membership, director and two additional representatives (alternates included)
- 4 position on the executive board: one chair and co-chair, secretary, and treasurer.
- Discounted conference admission
- Training Opportunities included! Access to Metrix Learning orientation& CWDP trainings (\$)

## **One-Stop Champions \$700**

- Current contracted One stop provider from the 17 local areas
- One representative and alternate from each: One stop Operator, Career Training Services (WIOA Adult/DW) and Career Training Services (WIOA Youth)
- 3 Trustee position on Executive Board
- Training Opportunities included: Metrix Learning Orientation program included and CWDP trainings (\$)

## **Partners \$250**

- Active participation in GSETA meetings
- Discount opportunities for conference attendance
- No voting rights



# BY-LAW REVISIONS

Proposed Dec 2022 to Executive Committee

Jan 2023: By Law Committee meet and discussed

Feb 2023: By Law changes presented to executive Committee.

Jan 2024: Executive Director formulated Restructure and presented to exec board and membership

Feb 2024: Membership will vote for restructure for PY24

# BY-LAW REVISIONS: PROPOSED

## Article IV

- Good standing Standards will be clarified
  - Membership payment should be processed and communicated with GSETA within 90 days.
  - Termination of membership if payment is not paid within 6 months of invoice date
- Additional of Section 8: If membership are moved to quarterly, executive Board should still meet Monthly.

## Article VII

- No two officers may be in the same local area- to ensure all local areas are represented.
- Geographic Equality for positions
- Term Limits for Board Position
  - Chair, Co-Chair, Treasurer: 2 term limit, non-consecutive
  - Secretary & Trustees: 2 term limit but open to slate for other positions if applicable, non-consecutive
- Mandatory Head of Committee for Officers. Overseeing, not heading committee
  - Chair: Conference
  - Co-chair: Professional Development
  - Treasurer: Fiscal

# BY-LAW RE-WRITES: PROPOSED CONT.

## Article VII

### Chair Added Responsibility (Previously President)

- a. Attendance to National WDB Conference, discretion of committee
- b. Overseeing all committees
- c. For consideration of slate/nomination, they need to serve one term on board OR been on the board within the last 4-6 years

### Co-Chair Added Responsibility (Previously Vice President)

- a. For consideration of slate/nomination, they need to serve one term on board OR been on the board within the last 4-6 years

### Treasurer Added Responsibilities

- a. Update to President & Executive Director Monthly on financial standing of local areas.
- b. Taxes done in timely manner 990's & 1099's
- c. Knowledge of QuickBooks and understanding of basic accounting principles & NJ Laws

### Section 9: Trustees

- a. Chair/co-chair a committee
- b. One from each region (north, central, south)

### Section 10: membership votes 2/3 for officer, no overturning.



## BY-LAW RE-WRITES: PROPOSED CONT.

- Meetings are allowed to be conducted virtually
- Change of font to be legible
- Independent Audit every 2 years.
- New Members will receive orientation and Mentorship (in process)



# GSETA INSTITUTE OPPORTUNITIES

# OPPORTUNITIES

Orientation	CWDP	Wellness Wednesday	Workforce 180
0-3, 3-6, 7-12, 12+ month orientation through Metrix Learning to allow all employees to speak the same language	12 months+ experience in workforce development allows for people to better themselves for future	Conducted by Mental Health Association of NJ, offering Mental Health 101 for free to anyone willing to attend their session.	Yearly Subscription for access to all of Workforce 180's professional development certification programs.



# GSETA Membership

## ▶ Meeting

January 10, 2024 10 AM via Zoom

# Agenda

- ▶ Welcome and Introductions
- ▶ December 12, 2023, Minutes
- ▶ Treasurer's Report
- ▶ President's Report
- ▶ Director's Report
- ▶ By-Laws
- ▶ Future Fit AI
- ▶ WDB Certification
- ▶ Star Awards
- ▶ 2024 Conference Update
- ▶ Committee Reports
- ▶ Open Discussion

# 2024 GSETA Conference

October 23, and 24, 2024

Ocean Casino Resort

Increased Sponsorship Opportunities

Room for More Exhibitors

Better Floor Plan

Bigger Meeting Rooms

# Regular Business

Minutes December 12, 2023

Monica Mulligan, Secretary

Treasurer's Report

Allison Spinelli, Treasurer's Report

# Reports

President's Report

Kevin Kurdziel

Executive Director's  
Report

Samantha Pfeiffer

# By-Law Amendments

Membership Structure

Dues

Officers

# Future Fit AI

- ▶ 9 Month Regional Pilot
- ▶ Atlantic, Bergen, Middlesex
- ▶ Demonstrate Effectiveness for Statewide Use
- ▶ Increase Customer Accessibility to Services

# WDB Certification

Introduction of Process-Early 2024

3-Months of Technical Assistance

After 3 Months- Local Area Documents Due to SETC

After 3 Months-Application Signed by CEO, Board Chair,  
& Director

Subsequent 3 Months- SETC Votes to Approve or Deny  
Plan

Subsequent SETC Meeting-LWDB Certification Complete

# STAR Awards

Stand Alone Event



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graph TD; A[Stand Alone Event] --> B[To Be Held in Spring]; B --> C[Will Give More Visibility to Award and Recipients];
```

To Be Held in Spring

Will Give More Visibility to Award  
and Recipients

# Agenda continued



Report of Committees



Open Discussion



Adjournment



# Next Meeting

Wednesday February 14,  
2024, @ 10 AM via Zoom