

# MINUTES

## GSETA Operations Committee

12/01/2025

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### Call to Order & Review of Minutes

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1. Chris Peake called the meeting to order at 10:02am. The September minutes were reviewed and a motion by Howard Weiss motion, Frank Cirri second. All approved.

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### Discussion: NJDOL PODS – How do we use them? Andre Hardy & Raul Ludizaca

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1. SETC has posted the local WDBs information in New Jersey
2. Any changes to the local area contacts, contracts, etc. email : [Debra.Cusanno@dol.nj.gov](mailto:Debra.Cusanno@dol.nj.gov)
3. Please use AOSOS NextGen V.7.4.10 – this is available on PC's , Tablets, and mobile devices
4. WISE [workforceinformationsystems@dol.nj.gov](mailto:workforceinformationsystems@dol.nj.gov) Workforce Information Systems and Evaluation Unit
5. WIOA POD – Policy Development, Technical Assistance, Training, and Monitoring  
[WIOAPOD@dol.nj.gov](mailto:WIOAPOD@dol.nj.gov)
6. Types of Requests: Fiscal Request Process –
  - a. Adult/DW Budget Modification Form
  - b. Youth Budget Modification Form
  - c. Request for Additional WIOA Funding
  - d. Request for Transfer of WIOA funding
  - e. Purchase Guidance
  - f. WFNJ Funding requests should also be submitted to [WIOAPOD@dol.nj.gov](mailto:WIOAPOD@dol.nj.gov)
7. [WFNJ@dol.nj.gov](mailto:WFNJ@dol.nj.gov) – Technical assistance on policy, service delivery and performance
8. Slide Deck will be shared

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### Discussion: OSOS Training for WFNJ data entry

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1. There should be a comprehensive AOSOS – WFNJ guide. This will enable all local areas to enter data in the same manner and make the WFNJ dashboard obsolete
2. What areas are entering data for Work First? Need area of expertise individuals to reach out to Howard Weiss ([howard.weiss@dol.nj.gov](mailto:howard.weiss@dol.nj.gov)), Jack Caltabiano ([jcaltabiano@pcwdc.org](mailto:jcaltabiano@pcwdc.org)), or Samantha Pfeiffer prior to the December 17<sup>th</sup> 9:30 – 11:00 MIS meeting.
3. Are there any cheat sheets that local areas are willing to share?
4. NJDOL will be hosting formal training in the New Year (January 2026). DFD will also be hosting a training for FAMIS and OMEGA data entry.

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### Program Success Stories – Open Share

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1. Greater Raritan will be hosting a service day in February 2026 for staff.
2. Morris County will be hosting Mental Health programming and AI training for staff in the New Year

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## Open Discussion & Updates

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1. Meeting was adjourned at 10:51 AM. Chris Peake motion, Howard Weiss second.
2. Next Meeting is Monday, January 5, 2026.