

GSETA Monitoring Committee 5/20/26 Meeting Summary

Key Highlights & Presentations

1. U.S. DOL Registered Apprenticeship Updates

Presenter: Michael Blatt, State Director, USDOL Office of Apprenticeship

Discussion Lead: John Bicica, Chief of Employment & Training, NJDOL

Apprenticeship Landscape in New Jersey

- **1600+ registered apprenticeship programs** statewide.
- **11,000+ active apprentices**, the highest levels NJ has seen.
- **66% completion rate**—20% above national average—cited as evidence of strong USDOL–NJDOL collaboration.

Process for Becoming a Registered Apprenticeship Sponsor

A step-by-step explanation was provided:

1. **Initial Contact/Referral** (workforce boards, NJDOL, apprenticeship.gov).
2. **Assignment to a Federal Apprenticeship Training Representative (ATR)** by county.
3. **Needs assessment with employer:** industry fit, work process analysis.
4. **Determine appropriate occupation** (from 1100+ nationally approved occupations).
5. **Develop the program documents**, including:
 - 3-page sponsor information form
 - Progressive wage scale (minimum: NJ minimum wage)
 - Related instruction plan (144 hours per year recommended)
6. **Curriculum identification**—ATR assists; can be college-based, online, NCCER, or custom-created.
7. **Finalization of standards**, legal review if needed, sponsor signature.
8. **Program approval & orientation**, including RAPIDS training.
9. **One-year timeframe** to register the first apprentice.
 - If no apprentice, ATR conducts a provisional review and may deactivate/reactivate as needed.

Related Instruction (RTI) Flexibility

- Can be delivered by community colleges, vo-techs, online providers, or employer in-house trainers.
- If no existing curriculum exists, USDOL/NJDOL can help locate or co-develop one.
- Example: established meat-cutting curriculum from Michigan State as a model.

Apprenticeships on the ETPL

- Per WIOA, registered apprenticeship programs **must be eligible for ETPL** through a simplified (“abbreviated”) process.
 - Sponsors may **opt-in/opt-out** in RAPIDS, but USDOL/NJDOL strongly recommends opting in—especially if WIOA funding is expected.
 - WIOA-funded training **requires** the program to be on the ETPL.
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2. WIOA Funding for Apprenticeships & Program Guidance

Presenter: John Bicica, NJDOL

Funding Streams Available for Apprenticeships

Referenced the *Federal Resources Playbook for Registered Apprenticeship*. Approved funding sources include:

- **WIOA Adult, DW, and Youth**
 - ITAs may support the **RTI/classroom portion**
 - Employer or intermediary contracts may support **OJT**
- **Pell Grants**
 - Must complete FAFSA to determine eligibility
 - New *Workforce Pell* begins July 1; subject to value-added earnings metrics
- **GI Bill** (for veterans)
- **SNAP E&T**
- **HUD funding** (via local partner MOUs)
- Funds may be **braided**, and WIOA may support costs **not covered by other funding streams**.

Duration of WIOA Enrollment for Apprentices

- WIOA does **not** need to remain open for the full length of the apprenticeship.
- Enrollment may close once the participant is stable, employed, and no longer requires WIOA-funded support.
- Wage increases in apprenticeship count as **measurable skill gains (MSGs)**.

Intermediary Sponsorship Model

- WDBs may serve as registered apprenticeship **intermediary sponsors** (ex. Atlantic County WDB).

- This allows employers to sign onto a shared, centrally administered RA program instead of creating their own.
 - Intermediaries can host **multiple occupations** and oversee compliance, RTI documentation, and employer agreements.
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3. ADA & EEO Accessibility Compliance for One-Stop Career Centers

Presenter: Joan Desmarais, Deputy Executive Director, SETC

New State Policy Released

- The new ADA Programmatic and Physical Accessibility Policy has been officially issued.
- Local boards must conduct **annual accessibility assessments**, and submit documents at least every **two years** as part of WDB certification.
- Required tools include:
 - **ADA Checklist for Existing Facilities**
 - **One-Stop Services Accessibility Checklist**
- One-stop operators and ES Managers must collaborate on assessments, staff training, and assistive technology availability.

Examples of Required Physical & Programmatic Accessibility

- Adjustable-height desks
- Screen readers, large-print keyboards
- Trackball mice, speech-to-text software
- Accessible restroom and public areas
- Clearly posted signage and effective methods of communication
- Annual staff training documented with attendance records
- Service provider partners must also comply with ADA requirements.

Clarifications

- **Funding for required upgrades** may vary by local MOU and lease; NJDOL will provide further clarification.
- CBVI and Centers for Independent Living are available for technical support.
- USDOL monitoring previously found issues where staff were unaware of existing ADA equipment—emphasizing importance of training.
- Christian shared that there is no one set rule, it is a matter of figuring out what are the common barriers.
- Victoria is working with LEAD on staff training and will share when finalized.

4. Monitoring Tools for One-Stop Operators & Career Services

Several counties shared their monitoring approaches.

Nick Intromasso from Monmouth shared monitoring tools that he has created, and Cheryl Meyer shared Ocean County's monitoring tools:

Monmouth County – One-Stop Operator Monitoring Tool

- Two versions:
 1. Partner Manager Interview Tool
 2. Board-to-Operator Review Tool
- Based on One-Stop Operator contract deliverables and TEGL requirements.
- Yes/No format with comment sections to support findings.
- Tools will be distributed to all meeting participants.

Ocean County – Rating-Based Monitoring Tool

- (Document referenced by Kelly and attached to meeting agenda email; similar purpose but uses numerical ratings.)

Key Monitoring Themes

- Compliance with operator contract requirements
- Coordination across WIOA core partners
- Firewalls (operator vs. provider roles)
- Accessibility and customer-flow processes
- Data sharing, reporting, and MOU adherence

5. Procurement Policies

- Several areas are revising or developing their procurement policies.
- Metrics being reviewed include:
 - Performance expectations
 - Monitoring requirements
 - Conflict of interest standards
 - Contract deliverables and accountability measures
- Additional sharing of local procurement templates is expected at future meetings.

6. AI Use & Emerging Local Policies

- NJDOL has released statewide AI guidance.
 - Key themes:
 - Strict protection of PII
 - Restrictions on client-specific data entry
 - Staff training on appropriate use
 - Use cases limited to drafting, administrative functions, quality checks
 - More local policy development anticipated.
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Action Items From the Meeting

For Local Workforce Boards & One-Stops

- Conduct annual ADA programmatic & physical accessibility assessments.
- Document and deliver required ADA checklists for WDB certification.
- Ensure all front-line staff are trained annually on assistive technology and ADA procedures.
- Review or update local procurement policies.
- Incorporate new NJDOL AI guidance into local policies.
- Ensure registered apprenticeship programs on ETPL are correctly identified (Hybrid / Time-based / Competency).
- Use FAFSA/Pell screening processes for all RA-related training services funded by WIOA.

For NJDOL / SETC

- Clarify cost-responsibility guidance for ADA equipment upgrades.
 - Release forthcoming RA guidance document being drafted.
 - Provide upcoming **EEO training** requested by local boards.
 - Governance Monitoring: Document collection scheduled for **June 1–26** (per NJDOL).
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Policies & Resources Referenced

These were discussed or shared in-meeting:

- **ADA Accessibility Policy & Checklists** [ADA Accessibility Guidance WD-PY25-13.pdf](#)

- **Federal Resources Playbook for Registered Apprenticeship:**
<https://www.apprenticeship.gov/sites/default/files/playbook.pdf>
- **ETPL Apprenticeship Opt-In/Opt-Out Guidance:** TEGL/2021/TEGL_13-16_Change-1.pdf
- **New NJDOL AI Guidance:** [AI Guidance WD-PY25-14.pdf](#)
- **Apprenticeship.gov** resources
- **NJDOL Technical Resource Page (NJDOL policies located here):**
<https://www.nj.gov/labor/research-info/wioa/>