

RESOURCE ANALYSIS & BUDGET

July 8, 2025

Present

Michael Girone, WDB Chair
Stephen Hart, DWD
Ashley Rastelli, WDB Staff
Bridget DiGiambattista, WDB Staff

Tom Bianco, OS Operator
Alicia Battaglia, Commissioner Aide
Allison Spinelli, WDB Staff

Mike opened the meeting at 2:10pm.

A motion to approve minutes from April 8, 2025 was made by S. Hart, seconded by A. Spinelli.

Status Update

Review & Approve PY25 WIOA Budget – Ashley presented the budget and stated we raised the threshold for ITA's to \$7,500, and we also changed training vendor contracts. These will be on agenda for Executive meeting and Commissioner agenda for approval at July 16th meeting. New NJDOL policy is requiring local areas to use old money before using any new money. We will not receive any WFNJ until September or October as the States wants to align with USDOL fiscal year however we did get no cost extension for TANF & GA SNAP, they are giving additional monies to help with salaries.

A motion to approve WIOA PY25 Budget was made by T. Bianco, seconded by S. Hart.

Review of SAGE & Budget Status – Ashley reported we will be returning \$77,000 in adult; \$152,000 in dislocated; youth number is incorrect since we have youth funds still need to be billed. This current year we have \$235,000 remaining in adult; \$283,000 remaining in dislocated; \$457 remaining in youth; \$117,000 remaining in TANF (does not include \$68,000 getting from state); \$48,000 remaining in GA/SNAP (does not include \$59,000 getting from state).

Review of Draft NJDOL OIA Monitoring Report – Ashley reported we received draft report and we have 2 findings (require corrective action) and 2 areas of concern (show improving). The areas identified as Findings are: Cost Allocation Plan & Indirect Cost Rate and Payables & Obligations; the areas identified as Concerns are: Subrecipient Monitoring and Contracts & Administrative Requirements, including Policies & Procedures. Ashley stated the state has requested we have to 2 separate cost allocation plans-one for WDB and the other for One Stop. The other finding was payables & obligations so going forward we must show payables on monthly reports.

Review Procurement Committee Recommendations for Competitive Contracting – Allison reported we had 5 RFP's out and received a total of 5 proposal in all: 1 for Full Service One Stop Operator; 2 for Career Services; 1 for WIOA Title I Out of School Youth program; 0 for WIOA Title I In School Youth Program; and 1 for WFNJ CWEP and TANF / GA/ SNAP related services. The review committee had question about the career services and how that work would connect to operations, therefore we will not award contract for career services and redefine then go back out for bid. We will go back out for bid for In School Youth since there were no responses. The 3 bids that were approved by the committee have been approved by GCIA and will be on agenda for next Commissioner meeting. Since new contracts will not be approved until money is approved, we did no cost extension for both One Stop Operator, Career Services, and Out of School Youth. With each 2 year contract, the entity prepared 1 year budget for each year.

Review & Approve of No-Cost Extension Request – Allison reported since the new contracts will not be approved until the money is approved, we did a no cost extension for One Stop Operator, Career

Services and Out of School Youth. Each entity submitted a letter with corresponding budget. RCSJ submitted for out of school youth program, detailing every line item in their budget and where they projected to be spent as of June 30th and then added a column requesting additional funds if needed for the line items. They are asking for additional \$43,704 between now and October 1st.

A motion to approve of the RCSJ no cost extension and additional funding for youth and GC Economic Development no cost extension for One Stop Operator and Career Services utilizing existing PY24 WIOA and WFNJ funds was made by M. Girone, seconded by A. Rastelli.

Review of One Stop Performance – Tom reported clients continue to come in to the One Stop for various services. Tom stated we have waited over a month for approval from state for a new employee to have computer access which is on state server.

A motion for adjournment was made by T. Bianco, seconded by S. Hart.

The next meeting will be held November 18, 2025.

Respectfully submitted,

Bridget A. DiGiambattista, WDB Staff