

COUNTY OF PASSAIC
WORKFORCE DEVELOPMENT BOARD
401 GRAND STREET - ROOM 506
PATERSON, NJ 07505

REQUISITION	
NO.	R4-10373

S H I P T O	COUNTY OF PASSAIC WORKFORCE DEVELOPMENT BOARD 401 GRAND STREET - ROOM 506 PATERSON, NJ 07505
V E N D O R	VENDOR #: 09984 GSETA-GARDEN STATE EMPLOYMENT AND TRAINING ASSOCIATION 1111 MALKRESS ROAD, SUITE 101 CHERRY HILL, NJ 08003

ORDER DATE: 03/13/24
 DELIVERY DATE:
 STATE CONTRACT:
 F.O.B. TERMS:

QTY/UNIT	DESCRIPTION	ACCOUNT NO.	UNIT PRICE	TOTAL COST
1.00	23-24 GSETA/NJDOL Allocation		57,287.4200	57,287.42
	36.83 %	G-01-41-721-023-PE1		
	23.49 %	G-01-41-723-023-PE1		
	39.68 %	G-01-41-722-023-PE1		
	23-24 GSETA/NJDOL Allocation			
	Professional Development (Conference & Training)			
	1% of PY23 Adult, Dislocated Worker, & Youth Grants			
	TERM: 7/1/23 - 6/30/24			
	RESOLUTION: DATE:			
			TOTAL	57,287.42

 REQUESTING DEPARTMENT

 DATE



PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lieutenant Governor

State of New Jersey

DEPARTMENT OF LABOR AND WORKFORCE DEVELOPMENT
P.O. BOX 055, TRENTON, NEW JERSEY 08625-0055

ROBERT ASARO-ANGELO
Commissioner

January 2, 2024

Duwan Bogert, Director
Passaic County
200 Memorial Drive
Paterson, NJ 07505

Dear Duwan Bogert:

NJDOL and the Garden State Employment and Training Association (GSETA) are continuing to work together to build a partnership to support joint training opportunities for Local Workforce Development Boards (LWDBs) and One Stop Career Center staff.

As highlighted in NJDOL's PY23/FY24 Budget Policy

(https://www.nj.gov/labor/wioa/documents/resources/WD_PY22_16NJDOLBudgetPolicy.pdf) all LWDBs are required to allocate 2% of PY23 funds to professional development opportunities for LWDB and One Stop staff. As part of this, we are asking each LWDB to provide half of that (the equivalent of 1% of PY23 funds) to GSETA to support this partnership.

Please see the attached invoice from GSETA for details regarding your LWDB's contributions to this training partnership.

If you have any questions about this requirement or invoice please reach out to WIOAPOD@dol.nj.gov.

Sincerely,

Yolanda H. Allen

Yolanda H. Allen, D.P.A.
Assistant Commissioner, Workforce Development

Cc: Pasquale "Pat" Lepore, Chief Elected Official
Steven Rose, LWDB Chair
Theresa Vallely, Director, Office of Internal Audit

Attachment: GSETA invoice



WORKFORCE
DEVELOPMENT

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OFFICE OF THE ASSISTANT COMMISSIONER

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AD-18.2 (12/19)

INVOICE

Garden State Employment and
Training Association, Inc.
1480 Tanyard Rd. Suite B
Sewell, NJ 08080

camdenctywdb@gmail.com
+1 (856) 384-6931



Passaic County Workforce Development Center

Bill to

Davidene Alpart
Passaic County Workforce Development Center
401 Grand Street, Room 506
Paterson, New Jersey 07505

Ship to

Davidene Alpart
Passaic County Workforce Development Center
401 Grand Street, Room 506
Paterson, New Jersey 07505

Invoice details

Invoice no.: 1868
Terms: Net 30
Invoice date: 12/04/2023
Due date: 01/03/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.	12/04/2023	2023-2024 GSETA/NJDOL Training Partnership Allocation 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.		1	\$57,287.42	\$57,287.42
					Total	\$57,287.42



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To Whom It May Concern:

I hope this letter finds you well. Recently, each local Workforce Development Board received an invoice with correspondence from Dr. Yolanda Allen, Assistant Commissioner, New Jersey Department of Labor & Workforce Development, concerning each local area's allocation for Garden State Employment & Training Association (GSETA) training partnership. As a result, GSETA is providing clarification regarding how that funding is going to be allocated in the current program year 2023.

GSETA has utilized funding for various projects for the local areas to use for professional development for local staff. The initial portion will be used to fund LinkedIn Learning Licenses per local area. These will be supplied to the local areas on a 6-month pilot basis, to determine staff needs across the state. The Learning licenses will enable each local area to customize various aspects of staff training and development.

Another portion of the funding will be used for staff training and development through Workforce 180's subscription services. This training subscription will allow for the individual to gain access to all the certification programs through workforce 180 including: business for women (4 hours), Business Services (5 hours), Case Management 1,2 & 3 (21 hours), Leadership Development (3 hours), Motivational Interviewing (5 hours), Racial Equity (4 hours), Reentry Services (5 hours), Time Management (3 hours) and Youth Navigator (5 hours). These courses can be done individually or as a whole subscription. Each course includes 12-month access, Progress Bar, Handouts, and custom video introductions from all the instructors.

The next portion of the funding will be used for staff to obtain a nationally recognized Workforce Development Professional Credential. First this credential will provide staff with innovative resources and techniques to enhance delivery of services to customer of your One Stop Career Centers. Training will be offered according to the staff's level of experience and role within their workforce system. In addition,

the institute will be offering a recertification program. This will ensure that staff continue earning recited that will keep their credentials current.

Conferences can be a prime opportunity for one individual to obtain a large number of resources and networking while also gaining top knowledge through the professional development workshops during the conference. Along with GSETA's registration for the October 2024 conference, GSETA will offer to pay for indicated individuals from each local area to attend professional development conferences through the allocation funding. Federal restrictions will also apply to this funding and previous approval from directors and reimbursement will be discussed prior to payment being made for the individual. If a director or one-stop staff member is interested in hosting an in-person training for their local area or region, allocation funding can be used to pay for that training as well.

Workforce Development Directors will be able to designate appropriate staff for the training, including recently hired individuals, and employees of our state NJDOL. Partners such as Employment Services and Division of Vocational Rehabilitation Services.

Each Local area will be provided their allocation funding number for each of these options. With each local area requiring unique needs for their staff, directors will collaborate with their teams and operators to sign up the appropriate members of their staff for available programs. The local areas will be asked to provide these training opportunities for their staff as well as Employment Services Staff at their locations.

Funding allocations have been set at 1% of each local areas WIOA and WFNJ funding as determined by NJ DOL. Additionally, each local area has access to an additional 1% of its allocated WIOA and WFNJ funds for staff training and development, should there be a need to train more staff.

Program	Allocation \$57,283.42
LinkedIn Learning Licenses	\$45 per person
Workforce 180 subscription (70+ hours of training and 12-month access)	50 spots available, \$1000 per person
Certified Workforce Development Professional Credentialing	\$500 per person, recertification after 3 years \$400
Reserve 2024 Conference Registration	\$645pp May 1 - June 30, \$695pp July 1-Sept 15
Additional Conference (state run or national)	Depending on the conference cost, reimbursement will be determined.

If there are leftover funds at the end of program year 2023, the local areas will be made aware of this amount to plan with GSETA on how they would like the funds to be spent in program year 2024. The funds will carryover from year to year to accommodate the change of officers and programs at the one-stop.

Finally, it needs to be made critically clear that GSETA will not be assuming fiscal responsibility for local areas to be a part of these programs. Once the invoices have been paid, the participants will be enrolled by GSETA. No exceptions will be made. GSETA expects invoices to be paid in a timely manner.

Thank you for your time and please contact GSETA's Executive Director, Samantha Pfeiffer, or GSETA's Second Vice President, Fran Kuhn with any questions or comments.

Memorandum of Understanding

This agreement, made effective this _____ day of _____, 2024, by and between the Garden State Employment and Training Association (GSETA) and __Passaic County__ on behalf of him/herself, agents, employees, assigns, representatives, successors, subrogees, and insurers.

Whereas _ Passaic County _ is empowered to so all things necessary for the proper maintenance and successful and contious operations of _ Passaic County _, and

Whereas GSETA desires to perform services for _ Passaic County __ in accordance with the terms and conditions prescribed herein.

1. Time of Performance

The service as stated in Article II hereof shall commence upon receipt of payment and conclude on or before July 1, 2024.

It is understood that _ Passaic County _'s obligation under this agreement is funded in whole or in part by State and/or Grant funds. It is agreed that all obligations of State and/or Grant funds by _ Passaic County _ under this agreement are contingent on the availability of lawful appropriations and/or the availability of funds pursuant to the grant.

2. Scope of Services

Once payment has been received for _ Passaic County _'s local allocation invoice, GSETA will begin integrate the allocation funding to the specific areas for professional development.

The director will give approval for the participate to complete the paid trainings, and the number will be deduced of their total.

Funding will carry over to the next program year and will be able to be used for Workforce development directors staffing and Employment Services staffing in their local areas. It is at the discretion of the director to include other employees outside of this staffing limitations.

Once the director has approved the participant, GSETA will sign up the participant for the approved programs or certifications.


Upon the completion of the program year 2023 (June 2023), each director will get a summary of the progress of each participant from their local area, their remaining total for Program Year 2023 and expected date for the program year 2024 allocation funding to be sent out.

3. Compensation

Upon signature, GSETA will use the funding allocation pre-determined of 1% for __ Passaic County __, upon written approval from the director.

The total amount due was computed according to 1% of the local area's allocation funding stream: __\$ 57,283.42__ for __ Passaic County __.

Approved by:  : Director
3/14/2024 : Date

 : GSETA
3/15/24 : Date