



		19-Dec-18	27-Mar-19	26-Jun-19	25-Sep-19	18-Dec-19
<b>Committee Members</b>						
Banks, Evangeline	Juvenile Justice Commission					X
Barclay, Arthur	Camden County One-Stop					X
Forman, Lois	Independent Rehabilitation Jewish Family & Children Services		X			X
Lucas, Angela	Jewish Employment and Vocational Services		X			
Maguire, Laurie	Camden County One-Stop, MIS Manager	X				
McCormick, Carol	Camden County College, Business Services	X	X	X	X	X
Newman, Jason	NJDOL, Veteran Services		X	X		X
Page-Soncrant, Jeanne	LWD, Business Services	X	X		X	
Pape, Barbara	Camden County One-Stop, Fiscal Manager	X				
Peterson, Jyi	Camden County One-Stop, Youth Counselor		X			
Sinclair, Nidia	Director, Camden County Career Center	X	X	X		
Waller, Darchelle	Winslow Township High School	X	X		X	X
Wardlow-Hurley, Rhonda	HACC Youth Build			X		
<b>Guest:</b>		19-Dec-18	27-Mar-19	26-Jun-19	25-Sep-19	18-Dec-19
Abdill, Suzanne	Department of Education				X	
Ayscue, Brian	Camden County One Stop Career Center	X	X			X
Biles, Shaniqua	CFP					X
Brand, Tina	DVR- Camden			X	X	X
Brown, Tiffany	Camden County Board of Social Services					X
Carey, Lawanna	Camden County Board of Social Services				X	
Corriveau, Anita	Center for Family Services			X		
DeLucia, Dan	Keller Williams		X			
Draft, Dyon	Camden County Board of Social Services			X		
Eisenmann, Kevin	Camden County One Stop		X			X
Ellison, Alexis	Community Options	X	X			
Farmer, Natalice	Camden County Board of Social Services			X		
Felch, Lisa	Camden County BSS		X	X		
Ford, Leslie	Camden County Board of Social Services					X
Fussell, Imani	Camden County	X		X		X
Guzman, Elizabeth	DVRS	X				X
Hanna, Kaina	Camden County College				X	
Harrison, Kat	LAEDA					X
Hill, Lauren	Camden County Career Center, Youth Manager			X		
Iannucci, Susan	Camden County College			X	X	X
Jones-Benjamin, Michaela	Camden County Board of Social Services					X
Kilson, Yvonne	Camden County College			X	X	X
Klinges, Kerri	Delaware Valley Regional Planning					X
Koonce, Carlton	NJ Dept. of Labor				X	
<b>Guest:</b>		19-Dec-18	27-Mar-19	26-Jun-19	25-Sep-19	18-Dec-19
Lamboy, Raymond	LAEDA					X
Leonetti, Mike	DMV	X				X
Mannino, Maritza	EMR	X	X			
Marchetti, Tony	CCC Retired	X				
McFarland, Salama	Camden County BSS		X	X	X	X
McIntyre, Stephenie	CCBSS		X			
McLaughlin, Margie	Salvation Army/ Camden KROC Center		X	X		
Mendez, Kelly	Camden County Board of Social Services					X
Neal, Emma	Camden County Board of Social Services				X	
Nguyen, Khoi	Camden County Board of Social Services				X	
Powell, Jamila	LAEDA					X
Quattrone, Cathy	Camden County Technical School	X	X	X	X	X
Robles, Diamond	EMR Success Story		X			
Robinson, Terrenny	NJ Industry Partnerships		X		X	X
Romo, Raymond	Coopers Ferry Partnership				X	
Russomanno, Salvatore	Applied Enterprises, LLC					X
Sayles, Keith	Camden County College	X	X	X	X	X
Scalia, Donna	USDOL - Apprenticeship					X
Shaffer, Derena	Camden County College	X	X		X	X
Snyder, Billy	Pennsauken Public Schools					X
Taguwa, Denise	Department of Labor Workforce	X	X			X
Ton, Son	Camden County Board of Social Services				X	
Tran, Jimmy	Camden County Board of Social Services				X	
Veneziani, Jennifer	DVRS, Business Outreach Coordinator	X	X		X	X
Venable, Margo	Camden County College	X	X		X	X
Vu, Hai	Camden County Board of Social Services				X	
Waravitz, Shari	Camden County Board of Social Services					X
Williams, Rev. Michael	Abundant Life Fellowship Church	X	X	X	X	X
Young, Jonathan	Camden County Board of Chosen Freeholders	X	X	X		X

## CALL TO ORDER

Robert (Bob) Weil, Chair, WDB, called the meeting to order at 9:02am. (Flag Salute)

## WELCOME

Bob Weil, Chair, welcomed Board members and guests, thanked them for attending the quarterly Board Meeting and asked for self-introductions. Kathleen Varallo, Administrative Assistant, WDB, announced there was no cordless microphone for today's meeting but the Taft Presentation Room was small enough so that everyone could be heard. She led the introduction of attendees table by table.

## INVOCATION

Rev. Michael G. Williams Sr. from Abundant Life Fellowship Church delivered the invocation. Bob thanked Rev. Williams for giving the invocation and noted that on this historic day, the WDB may want to say a small prayer for the entire country.

## WELCOMING REMARKS

Bob introduced David Edwards, Executive Vice President for Academic and Student Affairs, Camden County College, to provide welcoming remarks. He thanked David for hosting the WDB at the College. David thanked the WDB and attendees for holding their last Quarterly Board of Trustees meeting of the decade at the Camden County College Campus. He also thanked everyone for bringing the sunshine with them today. He welcomed everyone on behalf of President Donald Borden and colleagues who are in attendance. He wished everyone, on behalf of the college, a warm, safe, healthy, holiday season.

Bob Weil introduced Jonathan Young, Freeholder Liaison, for additional welcoming remarks.

Freeholder Young welcomed attendees. He wished everyone a merry Christmas on behalf of the Camden County Board of Freeholders. He said it is always a pleasure to stand before this great group of individuals that drive the workforce development in Camden County. He also said he was proud of the work accomplished out of this room from the literacy side, to the youth side and service side of the committees and One-Stop staff efforts. Things are running well. We had a really good year and made a seamless move from 2600 Mt Ephraim Ave. over to the new location at 101 Woodcrest Road, Suite 127, Cherry Hill, NJ. It's amazing that the move has increased the volume of customers coming in to the One-Stop. We are finding that out of 100 percent of the people coming there, 85 percent are now traveling by car and 15 percent are coming in by train or public transportation. Our foot traffic has increased since the move which is a really good thing.

He told attendees they were going to hear about a really great program today which has been in the planning for some time and that is the Camden Works Program. Also, the One-Stop is truly a Career Center bringing many services under one roof. This takes a lot of the red tape out of system for the customer. We look forward to an ever more increasing customer base. It has been discussed for many program-year quarters that the County was going to stop looking at the numbers and focus more on serving the customer. Once we serve the customer properly the numbers will surely increase. There are still improvements to be made but with the dedication of this group, we will get to the best possible outcomes for the residents of Camden County. We will keep striving for the best while remembering, "It's not about us, it's about the customers we serve." Freeholder Young again wished everyone a happy holiday.

## BUSINESS MEETING

### *SUNSHINE LAW*

Ken Brahl, Chair, Literacy Committee, took a moment to personally thank Freeholder Young for his service to the WDB and the One-Stop Career Center. He said that Freeholder Young served on the WDB Literacy

Committee and made every meeting and stayed actively involved in every effort. Ken also offered great appreciation on behalf of the WDB for his dedication and support. He said that Freeholder Young understands and gets what we do. Ken thanked him for all he does and that he stays involved with the WDB.

Ken read the sunshine law as follows; In accordance with the Sunshine Law and the public's right to know, we are required to provide adequate advance notice of our meetings. This meeting was advertised on the WDB's website and in the Courier Post Newspaper on December 4, 2019. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action.

#### *APPROVAL OF SEPTEMBER 25TH, 2019 MEETING MINUTES*

Ken referred to the minutes from the last quarterly meeting of September 25, 2019. These minutes were sent electronically to the full Board of Trustees for review. Ken requested a Motion to approve the meeting minutes from September 25, 2019. The first motion was made by Michael Willman and seconded by Frank Cirii. By majority vote of the affirmative, the motion was carried and the minutes were approved.

#### *APPROVAL OF THE MASTER BUDGET, GREGG T. DEBAERE*

Gregg read the following motion; To our Board members, in front of you is a revised copy of the 2019-2020 master budget that was sent to you electronically for your review on December 16, 2019. The revisions include the following: Increase in Learning Link Funding, Changes in expenditure allocations due to the receipt of new budget numbers received based on the One-Stop's new location, Smart Steps and DHS funding numbers are actual versus estimates.

In accordance with the New Jersey State Employment and Training Commission policy resolution #2016-03, the Systems Performance Committee has reviewed the revised budget in detail and has unanimously recommended the revised budget be presented to the full Workforce Development Board of Trustees for approval.

Gregg took the time to answer any questions regarding the budget. He asked if there were any questions regarding the budget. Hearing no questions, he requested a motion to approve the revised 2019-2020 Master budget. The first motion was made by Ken Brahl and seconded by Michael Willman. By majority vote of the affirmative, the motion was carried and the revised budget was approved.

#### *APPROVAL OF THE YOUTH WORK EXPERIENCE POLICY, GREGG T. DEBAERE*

Gregg read the following motion; The Camden County Youth One Stop (Y1) is proposing to reestablish WIOA Title I Program Element 3: Paid and unpaid work experience. WIOA requires that a minimum of 20 percent of local area funds for the Title I Youth program be spent on work experience.

A copy of the proposed Youth Work Experience Policy was sent out electronically to all Board of Trustee members on Monday, December 16, 2019. A hard copy is also been provided on the table in front of you.

He asked if there were any questions regarding this policy. Hearing no questions, he requested a Motion to approve the Youth Work Experience Policy. The first motion was made by Ken Brahl and seconded by Frank Cirii. By majority vote of the affirmative, the motion was carried and the policy was approved.

#### CAMDEN COUNTY ONE-STOP CAREER CENTER, REPORT

Gregg introduced Frank Cirii, Local Area Operations Director. Frank began by thanking everyone for attending the meeting. He said it is a good sign that the Taft room is full. He also offered his time to anyone who had questions about One-Stop services or motions such as the Youth Work Experience Program. He said to call him or refer his contact to any partners not present at the meeting. It is great whenever we can expand out

engagement with our customers and partners. He reported that the move went as smooth as a move of this magnitude could ever go. There are no major facilities problems. There are still some details such as signage that will be taken care of over the next month. We have identified contact people for building maintenance, phone, electronics and technology. There have been very few glitches and the staff has reacted well to any that have arisen.

Frank gave thanks to Kristi Connors, Manager, Employment Services, for the creation of and first full week of work flow reporting generated as a result of the electronic intake or check-in form, implemented at the One-Stop. Customers are directed to computer stations to fill out the brief survey so the front desk can understand their needs and direct them to the right service. The form also tracks information such as mode of transportation and the zip code a customer is traveling from. There are eight computers, stationed near the entrance, programmed with the online orientation-intake survey form.

Frank reported, according to the report dated December 2nd through December 6th, 2019, with no holidays and all partners participating, there were 775 customers that checked in to the One-Stop for services. There were 415 customers that checked in for unemployment services. As Freeholder Young said in his welcoming remarks, we have not lost people because of the move and the biggest percentage of customers are coming from the four Camden City Zip Codes. Frank said it shows that word did get out and the Speedline and bus passes are working.

Frank said the Kristi has worked tirelessly with her staff and all the partners during the move and in the development of the front desk system at the new location. He said we are truly a One-Stop Career Center and a model for the State. Not only because of how customers are greeted but also how they are flowing through the system. The triage is working at the front desk and statistics are being gathered that were never captured before. The Executive Committee of the WDB has long recognized the concern that the One-Stop is serving a larger amount of customers than has ever been counted. It is interesting to see where customers are coming from and how they are getting to the new location.

Frank reported the management team of partner agencies have pushed a coordinated effort to work together for the good of the customer and create a better referral system between agencies. In order to facilitate this effort, last month, we conducted a meeting for all One-Stop staff to cross train them on the overview of services, and criteria of each partner. In this way, staff learned about what Unemployment does and what they do not do, what Literacy Volunteers, Board of Socials Services does and so forth. Each partner got to present at the meeting. There were two sessions conducted, a morning meeting and an afternoon meeting. The goal is to keep creating a cohesiveness and seamless referral system that supports the true One-Stop Career Center model. On Friday, December 13<sup>th</sup> a holiday potluck lunch was served as a meet and greet type of getting to know everyone in a social gathering. Management will continue scheduling these types of meetings and social interactions on a monthly or quarterly basis to create the cohesiveness we are trying to foster within the facility. Frank thanked the Camden County Board of Freeholders and Freeholder Young for their support of the move. He said it took a lot of money and coordination with the Camden County Improvement Authority to make the move possible.

#### STATISTICS AND PERFORMANCE MEASURES

Frank reported the One-Stop is either meeting or exceeding all of the State's performance measures except for two and they are borderline. Credentialing is one and many know it is a challenge. To address that area, a follow up unit is being established in the next year. Credentialing data is staggered and usually comes in later. Gregg DeBaere, WDB Treasurer, and Operations Committee Chair, is careful to monitor and pay close attention to meeting performance measures. The Counselors are also following up and doing a great job. In the year's end, Frank took the time to thank the WDB staff for their work during the year and dedicated representation and interaction with the Garden State Employment and Training Association (GSETA). The WDB was also very involved with the success of the Summer Youth Employment Pilot Program and will be instrumental in making the mandated Youth Work Experience Program a success. He also thanked Nidia

Sinclair, Director, Career Center, and her staff. The statistics reflect their hard work and dedication to the customers. Today's success story is also reflective of the great, caring work of the Career Center counseling staff. Frank thanked the WDB Board for their continued attendance to quarterly meetings. He said it is important to have a quorum at these meetings so the business that needs to be voted on drives One-Stop programs to successful outcomes. He thanked the Executive Committee and Chairs of the WDB especially Bob Weil, Chair, who does not have to attend all the meetings he does. All the Committee Chairs show exceptional volunteerism. He wished everyone a safe happy holiday season.

#### INTRODUCTION OF THE GUEST SPEAKERS-JEFFREY S. SWARTZ

Jeff announced that Shaniqia Biles and Sean Brown, Project Managers and helpers of the Camden Works Initiative, will speak on behalf of Kris Kolluri, Chief Executive Officer, Cooper's Ferry Partnership, who could not be in attendance at today's meeting. Jeff said he was personally excited to present information about Camden Works. Many partners including the WDB and One-Stop have come together to support this effort that directly assists Camden City Residents with job seeking services. Jeff introduced Shaniqia and Sean to speak about the Camden Works project.

Sean started by reminiscing about being a student of CCC and being in Margo Venable's office and her telling him to calm down. He said he serves on the Advisory Board of Camden Works. Because he was very present in the City at public meetings, over the years, young people in Camden would often recognize and approach him for help finding a job. While he was not professionally trained as a career counselor, Sean said he found himself helping a lot of young people write a resume or prepare for an interview. Fast forward to the Camden Works Initiative, he is proud to be working at a successful implementation of the program. The idea for Camden Works was born out of rebuttal to a business owner's statement to the media when he said that the workforce of Camden City was full of people who were lazy and their children were drug addicts. This news article was very disturbing to many officials in the City so government came together to assemble a group of partners in order to address some of the issues. First to dispel the stereotypical comments and two, to make sure that residents have the resources they need to create successful job profiles and get training if they need it. Sean also said he was happy that he can now direct young people to Camden Works. He also visited the One-Stop Career Center for the first time to see the new location. He said there is not much difference from getting off the train at the Woodcrest Station as there was getting off the bus to walk to the Mt. Ephraim location. Once he entered the new facility he was greeted warmly so he is confident that Camden City Residents will be well served at the One-Stop. Sean introduced Shaniqia Biles, CFP.

Shaniqia reviewed the Camden Work Website posted to the screen behind her. Camden Works is an Initiative that connects Camden residents to local employment opportunities. She read the mission statement as follows;

Camden Works is an initiative supporting to fill the employment opportunities with Camden residents by streamlining the connection between employers and residents seeking job opportunities. By convening employers and helping residents overcome common barriers to gaining employment, we will build pathways for residents to participate in the city's economic growth.

She pointed to a drop down information application form that can be filled out to request services. There are four target areas, recent high school graduates, recent college graduates, returning citizens previously incarcerated, and displaced homemakers and of course there is a category for "other." Services that can be requested include Training and Education, Job Readiness Skills and Career Assistance. Shaniqia said she was very proud to say that once the application of services form is submitted, a Camden Works Case Manager gets back to the applicant within 24 to 48 hours. Members of the Advisory Board have also filled out the form to test its promptness of response to applications. She said that Camden Works is different in the sense that it is not just a typical call center. Case managers also take the time to vet the applicant to make sure they are truly ready for employment. For more information about Camden Works [www.camdenworks.org](http://www.camdenworks.org). Sean said that some of the corporate partners are those Camden City Businesses who have received benefits from locating in the City. They are encouraged to support the program along with other City Based Businesses and Institutions.

Shaniquia said the Initiative was launched on October 28<sup>th</sup> so it is new and still being further developed. The growth is also client driven and is developed by feedback from the clients we serve. The website and delivery is constantly being improved. Sean said there is a big marketing and social media effort to get the word out about Camden Works. The Advisory Board wants as many people as possible to know about these resources, grow its usage and promote its successful outcomes. There are job opportunities for every educational level and we also want to make sure jobseekers know what steps to take when there is a job order. We can help them screen job opportunities to make sure they have or can match the right qualifications for the job. Camden Works is being supported by great partners such as the Center for Family Services and the One-Stop Career Center.

Shaniquia also pointed out that Camden Works is not just for the unemployed, it is also for individuals like me who have a degree looking for a better job opportunity. An attendee to the meeting asked if there is a Camden Works office set up in the City. Shaniquia said the Advisory Board is still developing infrastructure and hopes to open an office. It was also asked if Camden Works serves only Camden City residents or are residents in the county served as well. Shaniquia said that Camden City residents are given top priority but county residents are served. Gregg DeBaere suggested that a link be included, on the website, to the list of Industry Recognized Credentials. Shaniquia thanked attendees and they applauded the presentation.

INTRODUCTION OF THE ONE-STOP SUCCESS STORY-JEFFREY S. SWARTZ  
WDB Success Story; Camille Panara

Jeff said as is customary at every quarterly meeting, One-Stop partners provide us with a success story. He introduced Brian Ayscue, Professional Career Counselor, Camden County One-Stop. Brian said that Camille was unable to attend the meeting today due to her work schedule. He read the following statement he wrote about her successful career search;

Camille is a 28-year-old single mother of one child in a family of two. She was eligible for services through this office for a WIOA grant as a Dislocated Worker I (iii) unlikely to return to previous occupation due to lack of work and no job offers received. She did a thorough job search which was documented in file. She was eligible for additional benefits during training. Her barriers included lack of credentialed demand skills and she is a single parent. She is a high school graduate with a few college credits in applied science at Rowan College of Gloucester County, but she did not earn a degree and her circumstances mitigated against returning to school to complete. She needed training that would give her employment. Her past work history of ten years included work as a secretary to a CPA and most recently, a four-year term as an office administrator and manager at an ENT medical practice. There, she did some patient care duties but lacked formal certification. Having been laid off for lack of work, she inquired about getting this clinical training and certification. She came to my desk seeking training at ASI Career Institute for Medical Assistant" (CIP: 510801), and she entered into training on 8/12/19. Her previous work experience and her compassionate and sincere caring nature made her a great fit for this type of career training. The Career Scope showed her high in Humanitarian, Scientific and Leading/influencing skills with recommendations for nursing occupations. The proposed training provided credentialed skills to add to her transferrable medical office skills and abilities to enable her to obtain employment leading to economic self-sufficiency. With child care in place for her daughter, she completed training and achieved her certifications. On November 4<sup>th</sup> she started work as a Critical Care Technician at Cooper University Hospital.

Brian said he was very proud of Camille for having taken this training and for having gotten back into the workforce and proud that this excellent medical professional has joined one of the finest care teams in the region. Jeff gave Brian a certificate to pass on the Camille that recognized her hard work and dedication to her career goals.

ADJOURNMENT

Bob Weil updated attendees about the Regional WDB meeting of South Jersey Workforce Collaborative December 4, 2019 at Rowan College of South Jersey. Dr. Frederick Keating-President-Rowan College of South

Jersey welcomed guest speaker, Dr. Ali Houshmand, President-Rowan University, and Robert Asaro-Angelo-Commissioner of Labor was in attendance and made welcoming remarks as well.

Dr. Houshmand spoke about the partnership between Rowan University and Rowan College of South Jersey (RCSJ). He spoke of the 3+1 program where Rowan University has partnered with area community colleges to expand degree completion accessibility. Students can complete an Associate Degree at a community college, and then continue with advanced level courses taught by Rowan University faculty in order to achieve a Bachelor's Degree while remaining on-site at their local community college. Dr. Houshmand also spoke about the Rowan University and RCSJ Work & Learn Consortium which is an initiative to assist businesses in hiring and retaining skilled & educated employees. The program will allow students to work at local businesses while earning stackable credits that could lead to a Bachelor's Degree at Rowan University.

Bob also said that attendees were updated about the Atlantic City Electric Training Initiative starting its second year of training. Camden County College will conduct the local training starting in mid-January at the William G. Rohrer Center in Cherry Hill. The line training is being prepared and poles have been set at the Anthony Canale Training site in Egg Harbor Township, NJ. The line training course will be taught by Atlantic Cape Community College (ACCC). Both the 2019 and 2020 cohorts will train simultaneously in the spring of 2020. We also received updates about the regional plan and the GSETA Conference. He encouraged board members to attend regional meetings as their schedule allows and said they were very informative.

In closing Bob thanked everyone for all their commitment throughout the course of the year in upholding the mission of the Workforce Development Board to create a world class workforce. He especially thanked the WDB staff. He asked them to stand for a round of applauds. Through their efforts, the WDB is getting a lot accomplished. Bob also took time to thank the Executive Committee. The committee is made up of volunteers who are committed to the mission of the WDB. He asked the committee to stand up for applauds.

Frank Cirii asked to speak again about the 2020 Census. He announced Camden County's efforts to support the 2020 census by hosting recruitments at the One-Stop and providing assistance at County Libraries with online applications. Camden County understands the value of the census and how it can affect state and federal funding. It is important to count everyone.

Bob thank everyone for attending the meeting and wished them a happy holiday and new year. A motion to adjourn the meeting was made by Ken Brahl and Kristi Connors seconded the motion. The motion was carried and the meeting was adjourned at 10:18A.M.

#### MISSION STATEMENT

*To create the BEST customer driven delivery system for employment, training and education-related programs and services by providing strategic management, planning, implementation and evaluation in order to enhance the regions long term economic success for all citizens and organizations.*

- *To provide leadership in all workforce issues.*
- *To provide a holistic delivery of services.*
- *To continually improve the quality of services for all customers.*
- *To empower customers to make informed choices and take control of their careers.*
- *To provide and guarantee universal access to employment opportunities.*
- *To provide quality workers for all of the regions employers.*
- *To create partnerships and collaboration in the government, private and non-profit stakeholders.*

Submitted by,

*Kathleen Varallo*, Administrative Assistant