



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Robert Weil, Chair
 Jeffrey S. Swartz, Executive Director

**QUARTERLY BOARD OF TRUSTEES MEETING
 DECEMBER 19, 2018, 9:00AM**

CAMDEN COUNTY TECHNICAL SCHOOL, 343 BERLIN-CROSS KEYS RD, SICKLERVILLE, NJ 08081

Board of Trustees		28-Mar-18	27-Jun-18	26-Sep-18	19-Dec-18
Weil, Robert (CHAIR)	Conner Strong & Buckelew, Inc.	X	X	X	X
Abusi, Patrick	Railroad Construction Co. of South Jersey			X	
Arthur, Debra	Camden County Regional Chamber Of Commerce	X		X	X
Borden, Donald	Camden County College		X	X	
Brahl, Ken	Ratvitz Family Markets, ShopRite	X	X		X
Bresch, Jim	I.B.E.W. LU 351				X
Campbell, Art	Chamber of Commerce			X	
Ciri, Frank	Local Area Operation Director, CCOS				X
Connors, Kristi	NJ Department of Labor	X	X	X	X
Cooper-Vanderlip, Diana	CPAC	X	X		X
DeBaere, Gregg	Atlantic Coast Communications	X	X	X	X
Deitz, Jeffrey	Division of Vocational Rehabilitation	X		X	
Donato, Carl	Wawa Inc.	X	X	X	
Figueroa, Victor	Camden County Housing Authority	X	X		x
Fitzgerald, Patricia	Camden County Technical Schools	X		X	X
Friedman, Joshua	Director, Operator One-Stop Career Center	X	X	X	X
Godorov, Lori	The Work Group	X			
Green, Elizabeth "Beth"	Senior VP HR Cooper Hospital	X			X
Heintisz, Christine	Board of Social Services				X
Janoff, Carla	Careers USA				
Kalitan, Marlyn	Kalitan Consulting	X	X	X	
Kelly, Sandra	SLK Partners	X			
Kisilewski, Michael	Painters Local District Council 711				
Maggio, Jim	TFG/Judge Group	X		X	X
Miller, Richard	Capital One Bank				X
Mitchell, Wilbert	Respond Inc.				
Potts, John	Graphic Communications				
Regensburger, Robert C.	Lockheed Martin				X
Riggins, Matthew	Riggins Oil				
Rosenberg, Stewart	Artist Point Gift Wrap				
Schiavinato, Robert	Union Organization for Social Services		X	X	
Shuttleworth, Patrick	Camden County Improvement Authority	X		X	
Stettler, Mark	T&M Associates				
Verney, Matthew	TD Bank	X		X	X
Volk, Ann	NJ Department of Education				
Willmann, Michael	WMSH Marketing Communications		X		X
Young, Jennifer	Verizon				X
Camden County Workforce Development Board Staff					
		28-Mar-18	27-Jun-18	26-Sep-18	19-Dec-18
Levitt, Alex	WDB, Administrative Assistant	X	X	X	X
Primas, Theo	WDB, Program Evaluator	X	X	X	X
Swartz, Jeffrey	WDB, Executive Director	X	X	X	X
Varallo, Kathleen	WDB, Administrative Assistant to the Director	X	X	X	X
Williams, Leslie	WDB, Comptroller	X	X	X	X

Committee Members		28-Mar-18	27-Jun-18	26-Sep-18	19-Dec-18
Abrams, Barbara	Jewish Family and Children Services				
Arroya, Rosy	CPAC				
Banks, Evangeline	Juvenile Justice Commission				
Bryant, Janice	Camden County One-Stop				
Cipolla, Joe	JEVS				
Clark, Jeffrey	Division of Vocational Rehabilitation				
Davis, Keith Pastor	Camden Dream Center Technical Training School				
DiRenzo, Patti	Camden County One-Stop				
Forman, Lois	Independent Rehabilitation Jewish Family & Children Services	X			
Knoff, Dick	Marketing Professional				
Lombardo, Rick	Target Stores				
Lope, Krista	DVRS	X			
Lucas, Angela	Jewish Employment and Vocational Services				
Maguire, Laurie	Camden County One-Stop, MIS Manager		X		X
Mayor Thomas Weaver	Clemonten				
McCormick, Carol	Camden County College, Business Services	X	X	X	X
McKinsey, Denise	Respond Inc.		X	X	X
Nicolasa, Medina	Deputy Director, Board of Social Services	X	x	x	
Newman, Jason	NJDOL, Veteran Services	X	X	X	
Page-Soncrant, Jeanne	LWD, Business Services	X			X
Pape, Barbara	Camden County One-Stop, Fiscal Manager				X
Peterson , Jyi	Camden County One-Stop, Youth Counselor				
Rhoton, Daniel	Director, Hopeworks	X			
Rodgers, Danielle	Camden County One-Stop	X			
Rojas, Lillian	Camden County Board of Social Services	X			
Sinclair, Nidia	Director, Camden County Career Center				X
Vasquez, Marisol	Camden County One-Stop, Youth Counselor				
Waller, Darchelle	Winslow Township High School		X	X	X
Wardlow-Hurley, Rhonda	HACC Youth Build	X			
Wilson, Janea	NJDOL, Business Services				
Guest:		28-Mar-18	27-Jun-18	26-Sep-18	19-Dec-18
Allen, Mikala	Camden County One-Stop Career Center	X	X	X	
Ayscue, Brian	Camden County One Stop Career Center	X	x	x	X
Bezych, Lou	Cooper Health				
Bonnette, Darlene	NJ MVC				X
Burch, Mona	Image and Attitude		X		
Candelaria, Heather	NJCBVI				X
Cassidy, Kathy	Camden County Technical School	X	X		
Covington-Hoess, Christine	CFS	X			
Cerrito, Vincent	RAI		X		X
Colquitt, Tammy Dr.	Image and Attitude		X		
Curry, William	Camden County One-Stop, EO Officer	X			
Davis, Sunday	Camden County Career Center	X			
Doblick, Duke	Literacy Assessment Fund		X		
Dombrowski, Joseph	LWD	X			
Eisenmann, Kevin	Camden County One Stop	X	X	X	
Ellison, Alexis	Community Options				X
Friedner, Debbie	Camden County College				X
Fussell, Imani	Camden County		X	X	X
Gilani, Raza	America Works of New Jersey, Inc.		X		
Gao, Ni				X	
Grabelle, Lisa	Bags of Books/Love Letters				X
Guzman, Elizabeth	DVRS		X		X
Hanna, Kaina	Camden County College			X	
Hill, Lauren	Camden County Career Center, Youth Manager	X			
Iannucci, Susan	Camden County College			X	
Johnson, Shani A.	Camden County College- Camden City			X	
Kaur, Kinder	America Works of New Jersey, Inc.		X		
Kinzy, Joann	Camden County College		X	X	X

Guest:		28-Mar-18	27-Jun-18	26-Sep-18	19-Dec-18
LaBant, Alex	LAEDA				
Leonetti, Maria	Guest Singer				X
Leonetti, Maria	Mother of Guest Singer				X
Leonetti, Mike	DMV				X
Levitt, Jill	DOLWD	X	X		
Mannino, Mantea	EMR				X
Marchetti, Tony	CCC Retired				X
Martinez, Marilyn, Dr.	Camden County College, Interim Dean				
MacEwan, Mike	MacEwan Consulting			X	
McGraw, Terry	Public Safety				
McKelvey, Chris	LWD	X	X		
Miles, Barbara	DOL, Employment Services	X			
Morris, Robin	Camden County One Stop				X
Nelson, Ieshia	Guest of Success Story		x		
Perez, Angel	Camden County One Stop	X	x		
Price, Bob	Johnson & Towers				
Quattrone, Cathy	Camden County Technical School			x	X
Respes, Avidon M.	BRIODS Mindset Media Music				X
Reyes, Alice	Guest of Success Story		x		
Rhodes, Jim	Camden County Deputy Administrator				
Russick, Nancy	EMR				X
Russomanno, Salvatore	Applied Enterprises, LLC		X		
Sayles, Keith	Camden County College				X
Schwenke, Ron	LAN Associates				X
Shaffer, Derena	Camden County College				X
Shamsid-Dean, Marlene	Success Story Recipient			X	
Stanford, LeRoy	Camden County College			X	
Taguwa, Denise	Department of Labor Workforce		X	X	X
Vaccari, Raymond	Manufacture New Jersey		x	x	
Veneziani, Jennifer	DVRS, Business Outreach Coordinator		x	x	X
Venable, Margo	Camden County College				X
Wallace, Jaclyn	Camden County College			X	
Williams, Rev. Michael	Abundant Life Fellowship Church	X	x	x	X
Williams, Steve	Camden County Finance				
Wright, Anna Marie	Camden County Purchasing				
Young, Jonathan	Camden County Board of Chosen Freeholders	X	x	x	X
Yuen, Paul F.H.	NJ LWD	X			

CALL TO ORDER

Chair Robert (Bob) Weil called the meeting to order at 9:15am.

WELCOME

WDB Chair Bob Weil welcomed Board members and guests, thanked them for attending the quarterly Board Meeting and asked for introductions. Bob welcomed new Board Members that were appointed to the WDB during the 2017-2018 year. Frank Ciri - Local Area Operations Director, Camden County One Stop Career Center; Ryan Doran - IBEW Local 351 Electricians Union; Mark Godofsky - Account Executive, Surety Title Company, LLC.; Rosa N. Martinez - Lead Educator (Asst. Principal), WWHS/Veterans Memorial Family School; and Robert C. Regensburger - Project Specialist Principal Integrated Warfare Systems and Sensors, Lockheed Martin.

INVOCATION

Rev. Michael G. Williams Sr. from Abundant Life Fellowship Church delivered the invocation. WDB Chair, thanked Rev. Williams for giving the invocation.

HOST WELCOME

Bob introduced Patricia Fitzgerald, Superintendent of Camden County Technical Schools, as host of the meeting, to provide welcoming remarks. Patricia Fitzgerald welcomed attendees and extended an invitation to schedule a tour of either the Sicklerville or Pennsauken campuses. She directed attendee's attention to a table

in the room containing information about all the programs offered at both locations. The high school information guide gives an overview of all the career programs, academic areas and activities. Pat spoke about the Technical School's relationship with Camden County College. Many Students attend the Blackwood Campus and earn college credits during their senior year at the technical school. There are currently 60 students in that program. Many graduates have started their own businesses in fields such as Plumbers and Electricians. She also mentioned the "School to Work" or co-op programs that offer working experience for students. She invited attendees who own area businesses to find out more about hiring students. She thanked the students in the culinary program who helped to prepare and serve the breakfast for the Board meeting.

WELCOME REMARKS

Bob introduced Freeholder Liaison Jonathan Young. Freeholder Young welcomed attendees and thanked them for the hard work they do for workforce development in the county. He complimented the successes of the Camden County Technical Schools in graduating students who have become responsible citizens and have made a direct positive impact in Camden County. Freeholder Young stressed the importance of working together to move the County's economy forward. The WDB meetings and conversations such as these are appreciated and valuable as they turn out ideas that when put into motion are producing real time results. He said there have been many great improvements this year at the One-Stop including some innovative youth programs. He reminded attendees that the purpose of the work being done at the One-Stop is to work its way toward improved employment opportunities for everyone, not just the easily employable but also those with barriers that can only be overcome with the support of a caring dedicated staff. He said that he is hearing good reports of big accomplishments by the One-Stop staff. He is noticing a renewed dedication to the "customer first" attitude, which he has often spoken about over the past few years. He wished attendees a great holiday with hope for an even better new year and offered his continued commitment and gratefulness to the One-Stop staff.

BUSINESS MEETING

SUNSHINE LAW

Matt Verney, Vice Chair, read the sunshine law. 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 6, 2018. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action.

APPROVAL OF JUNE 27TH, 2018 MEETING MINUTES

Matt referred to the minutes from the last quarterly meeting of September 26, 2018. These minutes were sent electronically to the full Board of Trustees for review. Matt requested a Motion to approve the meeting minutes from September 26, 2018. The first motion was made by Jim Maggio and seconded by Michael Willmann. By majority vote of the affirmative, the motion was carried and the minutes were approved.

REVISED MASTER BUDGET APPROVAL

Robert Weil, Chair, presented the 2018-2019 revised master budget to the Board which had also been sent to them electronically for your review on December 10, 2018. Bob explained that the revised budget now includes SMART STEPS funding which was shown in the last two columns and highlighted in yellow. Bob further explained that in accordance with the New Jersey State Employment and Training Commission policy resolution #2016-03, any significant revisions to the master budget must be reviewed by the Systems Performance Committee and re-presented to the full Workforce Development Board of Trustees for approval.

Bob asked the Board to take a few minutes to review the budget and pose any questions they may have. Hearing no questions and at the recommendation of the Systems Performance Committee, Bob requested a

Motion to approve the Revised 2018-2019 Master budget. Gregg DeBaere made the first motion, Michael Willmann made the 2nd motion. He asked all those Board members in favor of approving the Master Budget, please respond by saying, Aye. A majority response was given. All those opposed Bob asked to respond by saying nay. No nays were made. By majority vote of the affirmative, the motion was carried and the Revised Master Budget was approved.

INTRODUCTION OF THE GUEST SPEAKER-ROBERT WEIL

Bob introduced Nicholas Toth, Assistant Director of Apprenticeship, NJ Department of Labor and Workforce Development, Division of Workforce Development, Office of Apprenticeship.

Nicholas Toth currently serves as the Assistant Director of the recently created New Jersey Office of Apprenticeship, where he is overseeing the development and implementation of the NJ Apprenticeship Network. Prior to joining NJ Department of Labor and Workforce development, Nicholas worked as a Project Manager with the Savan IT Consulting Group on projects with the National Science Foundation and Department of Education as well as served as an appointee in the Obama Administration as a Special Assistant and Policy Advisor to former Secretary of Labor Tom Perez at the US Department of Labor. Nicholas currently holds a Bachelor of Science degree in Industrial and Labor Relations and a Master's degree in Labor Market Policy and Dispute Resolution from Cornell University.

KEYNOTE SPEAKER

Nicholas gave a brief overview of how the State of New Jersey defines apprenticeships and how they are partnering with the US Department of Labor to create, grow and support registered apprenticeships in the State. The apprenticeship model has two key components. The first is an on-the-job learning component with which most businesses are familiar. The second is a related technical instruction component. These are the two key components that make up a registered apprenticeship program. The reason the State is focusing on registered apprenticeships is that the USDOL system has a set of standards that are consistent across the entire county. Individuals who complete these apprenticeships receive an industry recognized credential and it also ensures there are baseline standards for those types of programs. They usually include a baseline of 144 classroom hours and 2000 on the job learning hours. It is important to have the collaboration of businesses and learning institutions in order to create a successful apprenticeship model. There are many benefits to participating in these types of programs including better employee retention, and increased productivity. The apprenticeship model provides a great opportunity for post-secondary learning institutions to create a program that meets the demands of employers and prepares a student for a real career path while earning a sustainable wage. One attendee asked if college credits can be applied toward further education. Freeholder Young offered the local carpenters union apprenticeship model as an example of how college credits are awarded in related fields of study such as project management to Thomas Edison University and some community colleges. Nicholas said it is still up to the college to accept the apprenticeship for credit. His office is working on establishing further guidelines in that area. There are some programs that will award other types of credits upon completion.

Nicholas gave an overview of the GAINS Grant currently being offered by the State of New Jersey. Growing Apprenticeships in Nontraditional Sectors (GAINS)

Grant funds will be awarded to successful applicants responding to this competitive Notice of Grant Opportunity (NGO). The purpose of the GAINS program is to promote the expansion and development of United States Department of Labor (USDOL) approved Registered Apprenticeship programs that drive economic development through skills and educational attainment and create pathways to better-paying careers and advanced credentials. While this NGO describes ten (10) sectoral/occupational areas of focus, all occupations that are recognized by US DOL as "apprenticeable" are encouraged to apply. Apprenticeship is an employment opportunity for an individual to start a new career through a training program that has both an on-the-job (paid employment) training component and a classroom component (related technical instruction), where individuals obtain workplace relevant knowledge and skills to be successful as they start their new

career. Registered apprenticeships are high-quality, work-based earn-and-learn models that meet national standards for registration with the USDOL (or federally-recognized State Apprenticeship Agencies), resulting in a nationally recognized credential. More information on Registered Apprenticeship can be found by visiting <https://www.apprenticeship.gov/faqs>

The GAINS program will provide New Jersey businesses/organizations or current registered apprenticeship sponsors in targeted sectors, support in developing newly Registered Apprenticeship (RA) Programs or support for existing RA programs who seek to expand into new US DOL approved occupations. The GAINS program will encourage participation by providing a 50% wage reimbursement for the first 6 months of employment for a newly hired apprentice and offset costs incurred for training the new apprentice. Examples of training costs include: related classroom instructor costs, materials and supplies, supervision by a journey worker, etc.

This competitive NGO is being made available to accomplish any of the following primary goals:

- Establish new and expand on existing apprenticeship programs in NJ that are registered with the United States Department of Labor (USDOL);
- Establish apprenticeship programs in occupations, sectors, or industries in New Jersey (NJ) which are not currently registered with the USDOL and are consistent with the strategic focus of this NGO.

The LWD has established the following objectives for the GAINS program:

Establish and expand registered apprenticeship programs in the following sectors:

- Advanced Manufacturing
- Bio Pharma/Life Sciences
- Energy, Utilities and Infrastructure
- Retail, Hospitality and Tourism
- Financial Services/Insurance
- Transportation, Logistics and Distribution
- Information Technology/Cyber Security
- Renewable Energy
- Healthcare
- Other Science, Technology, Engineering, and Mathematics (STEM) related sectors/occupations

Nicholas said the grant is focused on growing high demand sectors of employment. He offered his time for future targeted meetings or group discussions about how to establish a registered apprenticeship.

CAMDEN COUNTY ONE-STOP CAREER CENTER, REPORT

Bob introduced Frank Cirri, newly appointed, Local Area Operations Director.

Prior to his appointment as the Local Area Operations Director, Frank Cirri was the Director of Human Resources for Camden County. Frank has worked for the County for 26 years. He attended Old Dominion University, a public research university in Norfolk, Virginia. He graduated with a Master's Degree in Public Administration. As of December 1st, Frank began his position as Local Area Operations Director, Camden County One-Stop Career Center.

Frank thanked Joshua Friedman and the WDB for a smooth transition. He presented and reviewed the following report to the board.

- ▶ **Performance Reports: 10/22/18 (Final) and 12/4/18 (Correction)**
 - Program year 2017 (PY'17) is a transition year in which USDOL is developing WIOA performance accountability requirements, known as the *Participant Individual Record Layout* or **PIRL**.

- Due to the development of PIRL, operating systems throughout the country, including New Jersey have made numerous changes to accommodate PIRL revisions; PIRL revisions continue to date.
 - Constant changes are being made to New Jersey's operating system called *America's One- Stop Operating System* or AOSOS to match PIRL changes. As a result, problems with flawed data remain, leaving local areas with inaccurate program performance for PY'17.
 - It appears WIOA performance for negotiation purposes will remain data from 10/22/18 and not the corrected data from 12/4/18.
 - Despite the PIRL changes and new AOSOS versions, LWD submitted the data to USDOL as final PY'17 performance data from 10/22/18. However, PY'17 is not subject to any performance accountability due to the transition and PIRL changes. Final data includes:
 - o Exceeded - 2 Youth targets
 - o Met 2 - Adult and 1 OW
 - o Failed - 1 Adult, 2 OW, and 1 Youth target
 - o Data not applicable - 3
 - *Performance Matters* (web based performance site) received corrected PY'17 data from LWD on or about 12/4/18. A few local areas, with small enrollment numbers, have been asked to validate the corrected data; Camden was not selected due to large volume. Corrected data includes:
 - o Exceeded - 1 Adult and 2 Youth targets
 - o Met -1 Adult
 - o Failed - 2 OW targets
 - o Data unavailable - 1 Adult, 1 OW, and Youth target
 - o Data not applicable - 3
 - Wagner Peyser (WP)
 - o WP Final (10/22/18) Met 2
 - o WP Corrected (12/4/18) Exceeded 2
- ▶ NJ OJT:
- o One (1) GA contract written sine 7/1/18
- ▶ Youth One-Stop
- o Training enrollments since 7/1/18 total 22. Youth funding for training has been obligated for expended, therefore Adult and OW funding is being utilized. All youth are co-enrolled. A total of 158 youth were exited in PY'18 with performance data pending.

INTRODUCTION OF THE ONE-STOP SUCCESS STORY-JEFFREY S. SWARTZ

Jeff introduced Jorge Velez. When Jorge came to the One-Stop, his work history primarily included warehouse, manufacturing and maintenance jobs of which most did not require any demand skills or formal training. Jorge obtained a Forklift certification in 2011 for a specific employer but allowed the certification to expire. Jorge also had additional barriers to employment including re-entry, income guidelines and local priority of service.

Jorge was referred to the Workforce Learning Link to enhance his reading and math skills which allowed him to increase his TABE test scores to the required levels. Jorge was then able to complete a career plan which included attending Mike's Driving School to obtain an updated CDL-A license and Forklift certification to increase his employability. While Jorge worked with the Department of Motor Vehicles to reinstate his license, he was able to start Forklift training. He successfully completed Forklift training in May 2018. On September 5, 2018, Jorge obtain training related employment with South Jersey Party Rentals as a Forklift Driver making \$16.00 per hour. On October 25, 2018, Jorge was approved to begin CDL training to complete the remainder of his Career Pathways plan. Training began on November 5, 2018. South Jersey Party Rentals

showed Jorge support in his career development by agreeing to give him a week off so he could complete the classroom portion of the training during the day before transferring to the weekend program.

Jeff congratulated and presented Jorge with a certificate issued by the WDB recognizing his accomplishments and wished him success as he continues to develop his career.

COMMITTEE UPDATES, KEN BRAHL, LITERACY CHAIR

Ken began with a brief overview of the Literacy events planned by the committee. A Literacy Needs Assessment prepared by the Committee uncovered the need for literacy services throughout the county. He said the Committee began working with local libraries to plan events that would attract families and provide information to them about literacy services in the County. The overall theme of the event provided activities for children with the idea that reading to a child could increase literacy skills in adults. Each child attending the event was given their choice of free books. Parents registered at the event and were given a gift bag containing information about literacy services in the County. The committee purposefully picked libraries in outlying areas of the County. Ken said that while planning the two events they discovered the services of Maria Leonetti, singer story teller, and an organization called "Bags of Books" that provided many of the books offered at the events. Alexa Hayley Grabelle, Bags of Books, donated hundreds of books and Jordan Lindsay Grabelle, donated "Letters of Love" activity kits to children attending the literacy events. Ken introduced Lisa Grabelle, who accepted a certificate of appreciation issued by the WD, to her daughters for their donations to the literacy events. They were unable to attend the meeting due to their school schedule. He also presented a certificate of appreciation to Maria Leonetti for donating her talents to the events. Maria performed a Spanish song for the board members and guests.

The Camden County Workforce Development Board (WDB) Literacy Committee worked together with David Lisa, Associate Director, and Jennifer Druce, Branch Manager of the Camden County Library System to host a Community Play Date at the South County Regional Branch Library, 35 Cooper Folly Road, Winslow Township, NJ 08004 on Saturday, September 29th, 2018, 10am-12noon

The Camden County Workforce Development Board (WDB) Literacy Committee together with the Honorable Thomas Weaver, Mayor, and Councilwoman, Holly Strobl, Borough of Clementon hosted a Family Literacy Day, at the Clementon Memorial Library, 195 Gibbsboro Road, Clementon, NJ 08021, on Saturday, October 6th, 2018, 12noon-2:00pm.

WDB SCORECARD – GREGG T. DEBAERE

Gregg directed everyone's attention the performance scorecard included in their packets. The scorecard was created as a result of the WIOA plan. They include items that we wanted to pay special attention to and measure for customers going through the One-Stop program. Some of these were developed by the Workforce Development Board. Tracking these performance measures helps us determine where to direct our funding. Gregg reviewed the Strategic Plan Scorecard with the board. Gregg noted that the scorecard has been revised as a result of the development of a new strategic plan as require by the State under the new WIOA law. Gregg reported that the One-Stop and WDB have been making progress and improvements to meeting goals set in all of the 15 performance areas including Industry Sector-Specific Training Programs Launched, Industry Sector ITA's OJT Training Programs, Outreach to Employers, GED Attainment via the Learning Link, and Outreach Events.

ADJOURNMENT

Before Bob closed the meeting he asked attendees to refer the WDB mission and vision statement printed in the minutes and on the back page of the annual report. He thanked the students of the culinary program for providing and serving the breakfast at the meeting and wished attendees a healthy happy holiday. A Motion to adjourn the meeting was made by Ken Brahl and Gregg DeBaere seconded the motion. Motion carried. The meeting was adjourned at 11:08A.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