



## WORKFORCE DEVELOPMENT BOARD

*Supporting the Development and Retention of a World Class Workforce*

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

### QUARTERLY BOARD OF TRUSTEES MEETING SEPTEMBER 20, 2023 CAMDEN COUNTY WORKFORCE DEVELOPMENT BOARD

<b>Board of Trustees</b>		14-Dec-22	22-Mar-23	21-Jun-23	20-Sep-23
Verney, Matthew	Truist Bank			X	
Abusi, Patrick	Railroad Construction Co. of South Jersey	X	X	X	X
Bresch, Jim	I.B.E.W. LU 351			X	X
Cirii, Frank	Camden County One-Stop Career Center	X		X	X
Connors, Kristi	NJ LWD - Employment Services		X	X	X
Cooper-Vanderlip, Diana	e-Deuce and Associates, LLC				X
Davis, Rodney	Turner Construction				
DeBaere, Gregg	Atlantic Coast Communications NJ, Inc.	X		X	X
Deitz, Jeffery	Division of Vocational Rehabilitation			X	X
<b>Donato, Carl (CHAIR)</b>	Wawa Inc.	X	X	X	X
Doran, Ryan	IBEW Local 351				
Godorov, Lori	The Work Group			X	X
Green, Elizabeth "Beth"	Senior VP HR Cooper Hospital			X	X
Heintz, Christine	Board of Social Services	X	X	X	X
Janoff, Carla	Careers USA				
Johnson, Thomas	South Jersey Port Corporation		X		X
Johnson-Williams, Melody	Camden Housing Authority		X	X	X
Kalitan, Marlyn	Kalitan Consulting		X	X	X
Kelly, Sandra	SLK Partners				
Lex, Jim	Improvement Authority				X
Martinez, Rosa N.	WWHS/Veterans Memorial Family School			X	
Mickelson, Katie	Regional Chamber of Commerce				X
Miller, Richard	Apple				
Pugh-Bassett, Lovell	Camden County College	X	X		
Regensburger, Robert C.	Lockheed Martin	X	X	X	X
Schiavinato, Robert	Union Organization for Social Services				
Thompson, Ryan	Truist Bank		X	X	X
Weil, Robert	Conner Strong & Buckelew, Inc.	X	X	X	X
Wemple, Anita	CPAC		X	X	X
Willmann, Michael	WMSH Marketing Communications	X	X	X	X
Young, Jennifer	Verizon	X	X	X	
<b>Camden County Workforce Development Board Staff</b>		14-Dec-22	22-Mar-23	21-Jun-23	20-Sep-23
Henderson, Bridget	WDB, Program Monitor	X	X	X	X
Levitt, Alex	WDB, Administrative Assistant	X	X	X	X
Swartz, Jeffrey	WDB, Executive Director	X	X	X	X
Vaughn, Debra	WDB, Administrative Assistant to the Director	X	X	X	X
Williams, Leslie	WDB, Comptroller	X	X	X	X

<b>Committee Members</b>		14-Dec-22	22-Mar-23	21-Jun-23	20-Sep-23
Banks, Evangeline	Juvenile Justice Commission	X	X	X	X
Barclay, Arthur	Camden County One-Stop		X		
Brooks, Darchelle	Winslow Township High School				X
Forman, Lois	Jewish Family & Children Services	X			X
Lucas, Angela	Jewish Employment and Vocational Services				
McCormick, Carol	Camden County College, Business Services	X	X	X	X
McKelvey, Chris	NJ Dept. Labor and Workforce Development		X	X	X
Page-Soncrant, Jeanne	LWD, Business Services	X	X		X
Peterson, Jyi	Camden County One-Stop	X	X		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	X	X	X
<b>Guest:</b>		14-Dec-22	22-Mar-23	21-Jun-23	20-Sep-23
Abdill, Suzanne	Department of Education			X	
Abrams, Larry	BookSmiles, Inc.		X	X	
Collins, Christopher (Councilman)	Anointed News Journal		X		
Daunoras, Heidi	Pine Hill School District		X	X	X
DeLaRosa-Delgado, Maria	Camden Board of Social Services		X		
Fugee, Antoinette	Cooper University Health		X		
Guzman, Elizabeth	DVRS				
Hanna, Kaina	Camden County College			X	
Hill, Lauren	Camden County College				X
<b>Guest:</b>		14-Dec-22	22-Mar-23	21-Jun-23	20-Sep-23
Johnson, Niladga	Camden County Dept. of Corrections		X		
Leonetti, Mike	Camden County One-Stop	X	X		
McFarland, Salama	Camden County Board of Social Services	X	X	X	X
Mendez, Kelly	Camden County Board of Social Services				
McIntyre, Stephanie	Camden County Board of Social Services				X
Moen, William	Camden County College		X		X
Plaza, Diana	Camden County One-Stop		X		
Quinones, Cris	Wawa	X			
Rhodes, Jim	Camden County				X
Richardson, Ryan	NJ DOL		X		
Rosario-Askie, Andrea	NJ Commission for the Blind		X		
Schafer, Derena	Camden County College				
Taylor, Karen	Camden County Dept. of Corrections		X		
Veneziani, Jennifer	DVRS				
Venable, Margo	Camden County College				
Williams, Rev. Michael	Abundant Life Fellowship Church	X	X	x	X
Young, Jonathan	Camden County Board of Commissioners	X			

### **WELCOME**

Carl Donato, Chair, called the meeting to order at 9:05 am, and welcomed attendees to the June Quarterly Board of Trustees Meeting.

- Carl led the Pledge of Allegiance.
- Alex Levitt took an official roll call of Trustees in attendance.
- Reverend Michael Williams gave the invocation.

### **BUSINESS MEETING - SUNSHINE LAW**

Carl Donato, Chair, read the following:

“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 on September 7, 2023. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action.

Due to the COVID-19 restrictions, the notice of this meeting was emailed to members and previous guest attendees in advance.”

### **APPROVAL OF MEETING MINUTES**

- Carl first asked for a motion to approve the minutes for the Quarterly Board Meeting held on June 21, 2023. The minutes were sent electronically to the full Board of Trustees for review. Motion was made by Michael Willman, seconded by Pat Abusi. By majority vote to the affirmative, the motion carried and the minutes for the Quarterly Board Meeting held on June 21, 2023, were approved.

### **MOTION TO APPROVE THE MASTER BUDGET FOR PROGRAM YEAR 2023-2024**

Carl introduced Gregg DeBaere, Operations Committee Chair, to discuss the budget.

- Gregg stated the following:
  - “All board members should have received a copy of the master budget emailed to you on Friday, September 15<sup>th</sup>. In accordance with the New Jersey State Employment and Training Commission, Policy Resolution 2016-03, the System Performance Committee has reviewed the budget in detail and has unanimously agreed the budget be presented to the full Board of Trustees for approval.”
  - The master budget is \$7.9 million and a \$747,000 WDB allocation. Hearing no questions regarding the budget, Gregg requested a motion to approve the fiscal year 2023-2024 master budget. Motion was made by Mike Willman, seconded by Frank Ciri. With no opposition or abstentions and by majority vote, the motion carried, and the master budget was approved.
- Carl noted the master budget was presented to Commissioner Director Louis Cappelli Jr., along with Commissioner Jonathan Young (Sept. 7<sup>th</sup>), to which Jeff added there were no questions or objections raised at the meeting.

### **ONE-STOP CAREER CENTER SUCCESS STORY**

Jyi Peterson, Supervisor, Youth Work Experience

Carl introduced Jyi Peterson, Supervisor at the Camden County One-Stop, to share a Success Story. Jeff commented that the subject of the Success Story, Joshua Jankowski, was unable to attend the meeting due to a car accident earlier in the morning but a video would be shared.

- Jyi Peterson presented a brief overview of Joshua Jankowski’s experience at the One-Stop. Jyi stated that Joshua is a young man with a learning disability barrier, which is a qualifier for an IEP (Individual Employability Plan). Unlike other cohort participants, Joshua is employed, but his learning disability qualified him for participation in the cohort. He currently works as a fire inspector for Barrington Borough Fire Alliance and is a volunteer firefighter for Berlin Borough. Jyi noted that Joshua was a positive motivation to the others in the cohort by openly sharing his challenges of being learning disabled with them. Joshua overcame his learning disability and is currently enrolled in CDL-A training to obtain Hazmat, TWIC, and Forklift certifications. He was willing to get his CDL license, improve his marketability for employment and achieve his goal to be an employed firefighter with the skills to drive fire trucks.
- The Youth Work Experience (YWE) has begun its 5<sup>th</sup> cohort. The program model is working well, and referrals are coming from participants who share information with their family and friends.
- Jyi stated that some of the One-Stop’s YWE participants will be on a youth panel convened by the federal government (WIOA) in Philadelphia, PA. Several YWE participants will share their experiences with the One-Stop’s YWE program, and one will speak about mental health.

## **GUEST SPEAKER**

- Carl Donato, Chair, provided a brief bio of the Guest Speaker:  
“A lifelong New Jersey resident, Gary Altman serves as the Executive Director of the New Jersey State Employment and Training Commission. The Commission functions as the State workforce development board and is charged with duties that include development of the State Workforce Plan and the provision of oversight and policy for workforce development efforts. Gary’s career began in 1980 at the Passaic County Workforce Development Center which he left in 2003 as the Executive Director of that organization and its Workforce Development Board. Since 2003, Mr. Altman has worked in Trenton as the New Jersey Department of Labor and Workforce Development’s Director of One-Stop Coordination and Support and then as a Senior Policy Advisory. In 2016, he was asked to work in the Commission where he works today. Gary is a graduate of Montclair State University and attended Pennsylvania State University for graduate school.”
- Gary Altman, Acting Executive Director, Garden State Employment and Training Association (GSETA).
  - Mr. Altman provided a PowerPoint presentation about the function of the SETC.

## **ONE STOP CAREER CENTER UPDATES**

Frank Ciri, Local Area Director, Camden County Career Center

- The One-Stop’s digital check-in system is improving customer flow. Kristi Connors, ES Manager, worked with Nidia Sinclair to create a digital check-in system that allows customers entering the building to scan the One-Stop’s QR code using the computer or their personal devices. The system has vastly improved the process of keeping track of how many customers come in, where they came from, and which services were sought. In addition to improving efficiency, the digital check-in system provides important data in real time.
- Workforce 55+ has assigned 2 people to assist Employment Services (ES) at the front desk.
- With increased pedestrian customer activity, safety in the parking lot became a concern. The One-Stop partners have messaged their staff about safer driving in the parking lot, start and end times have been staggered to alleviate congestion, and conditions have improved.
- The SJTA (South Jersey Transportation Authority) shuttle schedule was slightly modified and is working well.
- A new customer flow structure for SNAP/TANF clients was implemented this month. New counselors have been hired to provide additional customer service and prepare career plans for incoming clients. Staff has been cross-trained and assigned new tasks within their titles. The One-Stop is working closely with the Board of Social Services (BSS) to increase referrals, especially with SNAP/TANF customers. The trend is moving in the positive direction as the numbers have increased since the end of the pandemic.
- Incumbent Worker Training (IWT):
  - ShopRite has begun another cohort.
  - Goodwill’s cohort has concluded, and data is being collected by MIS.
  - The pilot program for Bancroft School’s cohort started and is going well.
  - The Incumbent worker training program is continuing to grow, and additional partners are anticipated over the next year.
- Jyi Peterson has done a great job of continuing the growth of the Youth Work Experience program for Camden County youth. The fifth cohort started on September 18<sup>th</sup> with various employers throughout Camden County. Job sites include the southern end of the county, in Winslow Township, and Gloucester Township.
- Camden County co-sponsored a job fair on September 15<sup>th</sup> at the Cherry Hill Mall. The event was attended by multiple County agencies (public safety and law enforcement) and other

employers. NJDOL Employment Services (ES) attended to assist veterans and others seeking help in their job search. Staff from the One-Stop and WDB also attended to assist job seekers.

- One-Stop staff attends every county outreach event including senior events, town hall monthly meetings, health fairs and vaccination events.
- Several staff members will attend the GSETA Conference in Atlantic City in October.
- The One-Stop is meeting or exceeding benchmarks for WIOA performance targets in employment, skills gain and certifications. Credentialing, which has been a problem in the past, has improved greatly.
- The One-Stop is now one of the few certified GED Testing Sites in southern NJ. A test can be scheduled at GED.com. A Saturday test day is available for people who are not available on weekdays during business hours.

### **CLOSING REMARKS**

Jeff Swartz, Executive Director, Workforce Development Board

- The Annual Report is now posted on the website. Jeff thanked the Committee Chairs who authored sections and the One-Stop/MIS for providing data and partners who contributed to the Annual Report.
- The next Quarterly Board Meeting will be in person on December 13, 2023, at Camden County College/Blackwood Campus in Roosevelt Hall, Room 102. A full breakfast will be served at 8:30 am.

### **ADJOURNMENT**

Carl thanked attendees and asked for a motion to adjourn the meeting. Motion was made by Diana Cooper-Vanderlip, seconded by Pat Abusi. By a majority vote to the affirmative the motion was carried, and the meeting adjourned at 10:22 am.

### **WDB MISSION STATEMENT, AS STATED ON ALL REGULAR BOARD MEETING MINUTES**

*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 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 the region's employers.*
- *To create partnerships and collaboration in the government, private and non-profit stakeholders.*

Submitted by,

Debra Vaughn, Administrative Assistant to the Executive Director