



# Camden County Workforce Development Board

Supporting the Development and Retention of a World Class Workforce

Gregg T. DeBaere, Chair  
Jeffrey S. Swartz, Executive Director

## QUARTERLY BOARD OF TRUSTEES MEETING JUNE 28, 2017

Quarterly Board Meeting Attendance									
		Meeting Dates							
		30-Sep	16-Dec	23-Mar	22-Jun	28-Sep	21-Dec	22-Mar	28-Jun
<b>Board of Trustees</b>									
<b>DeBaere, Gregg (CHAIR)</b>	Atlantic Coast Communications	X	X		X	X		X	X
Abusi, Patrick	Railroad Construction Co. of South Jersey		X	X	X	X	X		X
Borden, Donald	Camden County College					X	X	X	
Brahl, Ken	Ratvitz Family Markets, ShopRite	X	X	X	X	X	X	X	X
Bresch, Jim	I.B.E.W. LU 351		X	X		X	X		
Campbell, Art	Chamber of Commerce		X		X			X	
Connors, Kristi	NJ Department of Labor	X	X	X	X	X	X	X	X
Cooper, Diana	CPAC		X	X		X	X	X	X
Deitz, Jeffrey	Division of Vocational Rehabilitation	X			X	X		X	X
Figuerola, Victor	Camden County Housing Authority	X		X		X		X	X
Fitzgerald, Patricia	Camden County Technical Schools	X		X	X	X	X	X	
Godorov, Lori	The Work Group	X	X	X	X	X		X	X
Green, Elizabeth "Beth"	Senior VP HR Cooper Hospital					X		X	
Janoff, Carla	Careers USA	X			X				X
Kalitan, Marilyn	Kalitan Consulting		X	X	X	X		X	
Kiselewski, Michael	Painters Local District Council 711								
Maggio, Jim	TFG/Judge Group		X			X	X	X	X
Mayfield, Kathy	Camden County One-Stop	X	X		X		X	X	X
Miller, Richard	Capital One Bank					X	X		
Mitchell, Wilbert	Respond Inc.	X							
Potts, John	Graphic Communications								
Riggins, Matthew	Riggins Oil						X		
Rosenberg, Stewart	Artist Point Gift Wrap								
Schiavinato, Robert	Union Organization for Social Services			X					
Schmoll, Harry	Retired Attorney								
Shackleford, Jeremy	BB&T (formerly Susquehanna)								
Sheekey, Shawn	Camden County Board of Social Services			X			X		
Shuttleworth, Patrick	Camden County Improvement Authority	X	X	X				X	X
Stettler, Mark	T&M Associates				X				
Towers, Ruthanne	Our Lady of Lourdes	X							
Verney, Matthew	TD Bank	X	X	X		X	X	X	X
Volk, Ann	NJ Department of Education	X			X	X			
Wahlquist, Robert	PREIT Associates	X				X			
Weil, Robert	Conner Strong & Buckelew, Inc.	X	X	X	X	X	X	X	X
Willmann, Michael	WMSH Marketing Communications	X	X	X	X		X	X	X
Young, Jennifer	Verizon		X			X			X
		Meeting Dates							
		30-Sep	16-Dec	23-Mar	22-Jun	28-Sep	21-Dec	22-Mar	28-Jun
<b>Camden County Workforce Development Board Staff</b>									
Primas, Theo	Camden County WDB		X	X		X		X	X
Stubblefield, Lelia	Camden County WDB	X	X	X	X	X	X	X	X
Swartz, Jeffrey	Camden County WDB	X	X	X	X	X	X	X	X
Varallo, Kathleen	Camden County WDB				X	X	X	X	X
Williams, Leslie	Camden County WDB	X	X	X	X	X	X	X	X
Naroden, Eric	Camden County WDB Intern					X			

Committee Members		Meeting Dates							
		30-Sep	16-Dec	23-Mar	22-Jun	28-Sep	21-Dec	22-Mar	28-Jun
Abrams, Barbara	Jewish Family and Children Services							X	
Allen, Wesley	ARI, Holman Automotive Group								
Arroya, Rosy	CPAC								
Banks, Evangeline	Juvenile Justice Commission	X	X	X			X		
Barclay , Arthur	Camden County One Stop Resource Center					X	X		
Beach, Patti	Camden County One-Stop	X	X	X		X		X	
Biondi, John	I.B.E.W. LU 351 JATC								
Bryant, Janice	Camden County One-Stop				X	X			X
Carroll, Catherine	Department of Labor		X	X		X	X		
Cipolla, Joe	JEVS						X		
Clark, Jeffrey	Division of Vocational Rehabilitation			X					
Colestock, Shannon	CPAC								
Cope, Heather	Camden City School District								
Dann, Carol	Camden County College					X		X	X
Davis, Anthony	Mental Services of Southwestern New Jersey								
Davis, Keith	Camden Dream Center Technical Training School								
DiRenzo, Patti	Camden County One-Stop				X		X	X	X
Festenstine, Teresa	Board of Social Services	X	X	X	X	X	X		
Forman, Lois	Independent Rehabilitation Jewish Family & Children Services					X			
Friedman, Joshua	Camden County One Stop Resource Center					X	X	X	X
Gismonde, Bernadette	Camden County College								
Goodman, Dave	HACC Youth Build			X					
Greffrey, Taylor	Camden County One-Stop -Veteran		X	X	X				
Hicks, Rosemari	Service Master	X							
Hudson, Ezra	Student, Camden County College	X							
Justice, Tanya	Youth Advocate Program	X							
Kelly, Siobhan	Camden County Technical Schools	X	X	X	X		X		X
Knoff, Dick	Marketing Professional			X			X		
Kopala, Damon	Edmund Optics								
Leonetti, Mike	Camden County One-Stop	X	X	X	X	X	X	X	X
Committee Members		Meeting Dates							
		30-Sep	16-Dec	23-Mar	22-Jun	28-Sep	21-Dec	22-Mar	28-Jun
Lim, Daniel	NJ County Collegiate Consortium								
Lombardo, Rick	Target Stores								
Lope, Krista	DVRS					X		X	X
Lucas, Angela	Jewish Employment and Vocational Services					X			
Maguire, Laurie	Camden County Resource Center		X		X			X	X
Mayor Thomas Weaver	Clemontton				X	X			
McCormick, Carol	Camden County College	X	X	X		X	X	X	X
McKee, David	Camden County One-Stop								
McKinney, Denise	Respond Inc.	X		X			X	X	
Meade, Marie	Camden County One-Stop	X	X	X			X		X
Mombo, Mein	Division of Children and Family Services								
Monturano, Melanie	Camden County College	X							
Newman, Jason	DOL		X	X	X				X
O'Brien, Jason	Freedom Mortgage					X			
Pape, Barbara	Camden County One-Stop								X
Perez, Irene	Division of Vocational Rehabilitation								
Peterson , Netesha	Freedom Mortgage					X			
Peterson , Jyi	Camden County Resource Center					X			X
Pollard, Sheila	Camden County Division of Vocational Rehabilitation								
Pranzatelli, Joe	Camden County College	X							
Pryor Regina	LWD-DOL						X		
Radvany, John	NJ County Collegiate Consortium								
Rhock, Kimberly	Youth Advocate Program		X		X				
Rhton, Daniel	Hopeworks		X				X		X
Rodgers, Danielle	Camden County One-Stop								
Rojas, Lillian	Camden County Board of Social Services		X		X	X		X	X
Sinclair, Nidia	Camden County One-Stop		X	X		X			X
Sinicki, Stanley	NJ Department of Labor		X	X	X	X	X	X	
Spagnolia, Ann	Camden County College	X							
Taylor , Geoffry	One Stop								X
Vasquez, Marisol	Camden County One-Stop	X			X				X
Villa, Deja	Student, Camden County Technical School	X							
Waller, Darchelle	Winslow Township High School	X		X			X	X	
Walz, Julie	ARC of Camden County								
Wardlow-Hurley, Rhonda	HACC Youth Build		X	X		X	X	X	
Waters, Brett	Camden County One-Stop	X				X			X
Wilson, Janea	NJDOL						X	X	

Guest:		Meeting Dates							
		30-Sep	16-Dec	23-Mar	22-Jun	28-Sep	21-Dec	22-Mar	28-Jun
Allen, Heather	Health Care Talent Network				X	X			
Arnold, Cheryl	Allaris Health (Success Story Recipient)			X					
Ayscue, Brian	Camden County One Stop Resource Center						X	X	X
Beckett, Hillary	Aide for Assemblyman Troy Singleton			X					
Bezich, Lou	Cooper Health								
Biondi, Ann	Camden County								X
Bennett, Javier	High School Student							X	
Bowman, Cynthia	Ratvitz Family Markets, ShopRite			X					
Breston, Kim	KRA Corporation	X							
Cass, Holly	County Administration								X
Cassidy, Kathy	Camden County Technical School						X		
Charles, Nigel	KRA Corporation	X							
Crone, Darrell	Camden County Board of Social Services		X						
Delgado, Janet	CCDS		X						
Delgado, Miguel	Medford Care Ceter (Success Story Recipient)		X						
Dennis, Deborah	Camden County One Stop Resource Center								X
Divens, Gary	Camden County College							X	
DiVietro, Michael	Land Dimensions							X	
Docherty, Joan	CCBSS Intake Barriers				X				
Donato, Jr., Carl A.	WaWa Inc.								X
Donnelly, Besty	WaWa Inc.								X
Eisenmann, Kevin	Camden County One-Stop							X	X
Felch, Lisa	CCBSS							X	
Filipek, Frank	Camden County	X	X		X				X
Friedner, Debbie	Camden County One Stop Resource Center				X		X		
Forman, Stacy	RHT Talent Network							X	
Gatling, Kerri	NJ Dept. of Labor							X	
Giella, Nick	Philadelphia 76ers						X		
Giordano, Joan									X
Goodman, Steve	Volunteers of America								X
Gorenberg, David	Riverside, LLC (Success Story Recipient)						X		
Gulla, Justin	Shoprite		X						
Gutierrez, Inocencia	Camden County One-Stop						X		
Hamilton, Margaret	Camden County College	X							
Hanna, Kaina	Camden County College					X		X	X
Harris, Bob	CCIA			X					
Haynes, Lauren	Retail Hospitality and Tourism Talent Network								X
Hentisz, Christine	CCBSS			X					
Hurley, Sydney	HACC Youth Build							X	
Hutchison, Sheryl	SETC							X	
Jackson, Allison	Educational Information & Resource Center							X	
Jeannett, Nancy	Camden County Freeholder Aid							X	
Jenkins, Sandra	DOLWD								X
Kennedy, Jim	Kennedy & Associates LLC								
King, Kathy	CPAC				X				
Kinzy, Joann	Camden County College	X		X		X		X	
Knight, Antionette	Serenity Hospice & Virtua Homecare (Success Story Recipient)							X	
Knight, Shaquan								X	
Knight, Stony								X	
Kolanko, Kimberly	Shoprite			X					
LaBant, Alex	LAEDA							X	
Levitt, Jill	DOLWD		X			X	X		
Lew, Kirk	Department of Labor								
Lex, Jim	Camden County Improvement Authority								
McGraw, Terry	Public Safety								X
McKelvey, Chris	LWD		X	X		X	X		
McKnight, Gwen	Camden County One-Stop Resources				X				
Nicolasa, Medina	CCBSS							X	X
Miller, Howard	NJLWD					X			X
Minster, Sr. Donna	Camden County Dept.of Children Services								X
Moran, Patricia	LWD				X				
Paris, Elizabeth	Freedom Mortgage (Success Story Recipient)					X			
Pacello, Paul	Atlantic Coast Communications								X
Paffenroth, Laura	Camden County								X
Rhodes, Jim	Camden County Deputy Administrator			X		X		X	
Rozher, Guy								X	
Santone, Joe	Camden County College								X
Schearer, Chloe	KRA (Success Story Recipient)	X							
Shanker, Jamie	LAEDA							X	X
Singleton, Assemblyman Troy	New Jersey 7th Legislative District			X					
Sinkoff, Irv	Camden County College							X	
Smith, Jackie						X			
Smith, Lamont	Amazon (Success Story Recipient)								X
Starghill, Catherine	DOLWD		X					X	
Stephens, Sharon	Camden County Resource Center								X
Spinelli, Allison	Cumberland,Salem, Cape May WDB						X		X
Sutherland, Debbie	Camden County One-Stop	X				X			
Tenuto, Jackie	Camden County College							X	
Thiel, Suzanne	Shoprite (Ravitz)			X					
Tilelli, Nancy	Success Story Recipient				X				
Vesper, Jr., Dominic	Camden County								X
Venable, Margo	Camden County College		X			X	X		
Wallace, Jaelyn	Camden County College					X	X	X	X
Weidler, Marie	LWD								X
Williams, Rev. Michael	Abundant Life Fellowship Church		X	X		X			X
Williams, Steve	Camden County Finance								X
Wright, Anna Marie	Camden County Purchasing								X
Young, Jonathan	Camden County Board of Chosen Freeholders		X			X	X		X

## CALL TO ORDER:

Chair Gregg DeBaere called the meeting to order at 9:10am.

## WELCOME

WDB Chair Gregg DeBaere welcomed Board members and guests and thanked them for attending the Quarterly Board Meeting.

## INVOCATION

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

## BUSINESS MEETING

### SUNSHINE LAW

Gregg asked Matthew Verney, Executive Committee Member to grant approval of the March 22<sup>nd</sup>, 2017, meeting minutes and read the Sunshine Law.

As required by law, he read aloud the Sunshine Law, which states, 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 June 16, 2017. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action.

## APPROVAL OF MARCH 22<sup>ND</sup>, 2017 MEETING MINUTES

The minutes from the last quarterly meeting of March 22<sup>nd</sup>. 2017, were sent electronically to the full Board of Trustees for review. Matt Verney requested a Motion to approve the meeting minutes of December 21<sup>st</sup>, 2016. The Motion was approved by Ken Brahl and seconded by Jim Maggio. By majority vote of the affirmative, the motion was carried and the minutes were approved.

## INSTALLATION OF OFFICERS

Wednesday, June 28, 2017 Ken Brahl

As stated in the bylaws of the Camden County Workforce Development Board, Article Six, Section Two- election and terms of office: The officers shall be elected by the Board at its June meeting. The nominating Committee comprised of three trustees not wishing to serve as officers present the following slate of names for installation:

Robert Weil, Chair  
Matthew Verney, Vice-Chair  
Gregg T. DeBaere, Secretary/Treasurer

Ken asked if there were any nominations from the floor. Hearing none, he said each Officer shall hold office for one year commencing July 1, and ending June 30 of the next calendar year.

Ken requested a motion to install the nominated Executive Officers. Mike Willmann made the first motion. Victor Figueroa made the second motion. By majority vote of the affirmative, the motion was carried and the officers were approved. Ken congratulated the officers on their appointment.

#### ONE STOP OPERATOR REPORTS – KATHLEEN S. MAYFIELD

Gregg introduced Kathleen S. Mayfield for what would be her last review before retiring. Gregg said he and Kathleen spent many hours on the phone reviewing these types of reports over the years. Kathleen received a standing ovation by attendees as she approached the podium.

Kathleen S. Mayfield reviewed performance results. A packet was presented to attendees that included performance reports, narrative and data keeping performance charts. The color coded charts are prepared by the Management System Information Unit. The color green on the charts denotes meeting or exceeding WIA performance standards. Kathy said it will take a full measure before the WIA standards are completely transitioned to the new WIOA performance standards by program year 2018. It will take that long to gather the data for the new definition. The WIOA performance calls for three quarters of tracking a customer, following educational or job placement achievement before being able to claim credit for entered employment. The retention performance marker is now extended to a year following job placement. The new WIOA standards also call for very strong credential requirements. In the past, we've been able to count "Certificates of Completion" from minor training schools that may not result in real sustainable careers for customers. The State has developed an Industry Recognized Credential List. Kathleen said that we will not likely be judged on this year's performance due to this being a transitional year. She noted that two quarters data (January-June 2016) were lost in the transition. She does not foresee there will be any corrective action plan requirement coming as a result of this year's final performance data. This gives us a chance to make our own adjustments and pay closer attention to our tracking methods and customer contact.

#### One-Stop Operator's Notes

- Performance Reports: most recent update 6/9/17 – Performance Reports have been split into WIA and WIOA. Rosters are unavailable; they were not released with the performance reports. WIOA Performance issued on June 9, 2017:
  - WIOA Standards: Exceeded 6/met 1/failed 1 adult & dislocated worker targets
  - WIOA Standards: Failed 3 of 3 Youth targets- Failed Youth Emp. Q2 & Q4 & Credential
  - Wagner-Peyser – Exceeded EER & Adult Retention; Met Adult Avg. Earnings
  
- NJ LWD OJT 7/1/16 through 5/10/17
  - Work First – 24 total contracts – 9 active; 7 retained; 7 terminated; 1 employer closure
  - R4J – 42 total contracts – 21 active; 14 retained; 7 terminated
  
- Youth One-Stop –
  - Reporting requirements for Monthly Youth Report - Enrollments include only those eligible and in valid, countable activities. Work Experience needs to be developed and procured for eligible participants in the YOS.
  - Must increase service to high school dropouts- Currently only 25% are high school dropouts.
  - Linkages have been established to ensure that dropout youth served through the Adult Basic Skills Consortium and WorkFirst Providers will be included in the Youth performance measures.
  - Camden Corps PLUS – Reporting has gotten somewhat better. There are still only 31 recorded enrollments in AOSOS in basic skills training; 4 have received high school diplomas; 12 are participating in the occupational skills phase.
  
- One-Stop Operations Notes:

- PY 16 WorkFirst NJ Contracts effective 10/1/16 – Enrollments are very low due to lack of eligible, appropriate referrals from the CCBSS. Of 491 contracted WFNJ slots, 305 (62%) were filled through 4/30/17 report. Slots must be filled by 6/30/17.
- PY 16 Youth Contracts started September 1, 2016 – One provider cancelled contract. Of 75 total contracted slots- 61 (81%) filled through May 31, 2017. Two providers on track for full enrollment.
- Individual Training enrollments are at 59% of plan as of 5/31/17 – only one month left!
- Holtec/Welder Training – 23 Trained; 5 active in training; 7 employed at Holtec; 2 employed elsewhere/non-TR; 9 not employed.

Kathleen reported that WorkFirst applications were down considerably. This is due to the decrease in the number of public assistance recipients coming through the system that are ready and able to go work. Recovery for New Jersey is now going to be called Opportunity Partnership OJT. We currently have 42 contracts through May 31<sup>st</sup>, 2017. Fourteen of those participants were retained for employment which is good news. One of the areas we will need to focus on in the coming years is work experience for youth. We will be looking for meaningful work experience opportunities that can develop into a career.

We are gaining some credentials for youth high school completion which is great. There was a graduation ceremony of the Learning Link Students at Camden County College on June 21<sup>st</sup>. We are also tied into the Camden CorpsPlus program and are happy to announce four participants will be receiving a high school achievement this coming month.

Kathleen congratulated Connie Medina in her new position as Assistant Administrative Supervisor, Case Management, Camden County Board of Social Services. She is doing wonders for getting customers into on-the-job training activities.

Kathleen noted that the Holtec International welding training program has produced seven hires at Holtec, two were employed elsewhere in non-welding positions and five are still actively being trained. We are also handling regular job recruiting for Holtec. The Employment Services is running positive recruitments for them.

Kathleen 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. Kathleen 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 required by the State under the new WIOA law. Kathleen said the challenge with creating the score card is figuring out where to get the data to support it.

Kathleen closed her report by saying that she came to her position as product of the One-Stop system and became one its biggest champions.

Camden County Workforce Investment Board Strategic Plan Scorecard						TDB: To be determined. INA: Information not available.
Report Period: 7/1/16 thru 5/31/17 PY16 3rd Qtr.						
	Baseline As of 6/30/14	Goal	RESULT Year 1 As of 6/30/15	RESULT Year 2 As of 3/31/16	RESULT Year 3 As of 5/31/17	Comments
<b>Data from 4/30/17 or 5/31/17 if available.</b>						
<b>#1 Industry Sector Consortiums</b>						
# of consurtiums established	1	5 by year 3	2	3	4	TLD, Health, Adv. Manuf. & RTH
Skill standards documentation (Y/N)	N	Yes by year 3	N	N	N	Align with State Talent Networks.
<b>#2 Industry Sector Staff Training</b>						
Basic overview training (Y/N)	N	Y	Y	Y	Y	This is ongoing via continued State initiatives.
Sector-specific training (5 of 7)	0	5 by yr 3	5	5	5	
<b>#3 Industry Sector-specific Training (Local Funding Only)</b>						
# of sector-specific training programs launched (Local Funds)	0	TBD		1	2	Youth Med.Asst. & Holtec Welders
# of trainees trained in sector-specific occupations	0	TBD		5	23	5 youth - 18 Holtec
# trainees in training rel. employment - NEW					11	4 youth - 7 Holtec
<b>#4 Industry Sector ITAs (Local \$)</b>						
# of trainees trained in sector-specific occupations	338	TBD	INA	264	373	Numbers are as follows:
Funds allocated for sector training	\$980,786	TBD	INA	INA	INA	Healthcare: 192 trained, 103 employed.
# of trainees obtaining credential/cert.of completion	243	TBD	INA	125	328	TLD: 73 trained, 43 employed.
# of trainees obtaining training-related employment.	196	TBD	INA	125	196	FIRE: 3 Trained, 1 employed.
<b>#5 OJT Training Programs</b>						
# of annual OJT contracts/completions; Recovery for NJ	20/12	50/26	66/23	52/9	42/14	21 still active.
# of annual OJT contracts/completions; WorkFirst NJ	97/25	100/40	78/13	67/7	23/9	9 still active.
<b>#6 Strengthen outreach to employers</b>						
# of employers using the One-Stop	91	100	117	87	386	Far exceeded goal
# of employers(ONLY) at job fairs	180	220	201	261	273	2 local job fairs + DVRS
# of job orders( Kristi Connors) Quarterly behind 1 month	2692	3000	5385	5423	6,517	Excellent
# of positive recruitments	26	30	28	24	47	Excellent
<b>#7 Expand Partnerships with supportive agencies (pre-enroll)</b>						
# of agreements with partnering organizations	0	3	0	0	0	Need to determine target organizations.
New processes for veterans population (Y/N)	N	Y	N	Y	Y	2 DVOP's!
<b>#8 OSC literacy lab, standard-setting, new GED requirements</b>						
Revised materials and techniques (Y/N).	N	Y	Y	Y	Y	In good shape here.
Staff training on new HSC software (Y/N)	N	Y	Y	Y	Y	Completed.
Utilization of Workforce Learning Link (# users)	128	196	163	128	143	100% as of 5/31/17
<b>#9 Define work readiness skills with employers</b>						
Work readiness standards documentation	N	Y	N	N	N	Still using Prove-It! software to gauge readiness
# of employer feedback surveys received	0	TBD	TBD	TBD	0	for specific jobs. <b>Waiting for LWD Standards</b>
<b>#10 OSC protocols for work readiness assessment</b>						
Protocol documentation (Y/N)	N	Y	N	N	N	We will follow and align with State rollout.
<b>#11 Access curricula for work readiness models</b>						
Standards for curriculum inclusion (Y/N)	N	Y	N	N	N	We will follow and align with State rollout.
<b>#12 Expand Suited for Work</b>						
# of presentations conducted for high school seniors	15	20	15	10		Still promoting at the One-Stop as well as HS's.
<b>#13 Transferability of occupational skill (veterans)</b>						
# of veterans in the program	363	370	528	546	653	Far exceeded goal
% of program veterans entering employment	45%	51%	52%	67%	70%	In good shape here.
<b>#14 Expand Hire One</b>						
# of participating employers	11	12	12	16	N/A	Symposium on Autism held
# of participating customers / employees	1	2	8	INA	N/A	
<b>#15 Mock Interview Pilot Project</b>						
Project implementation (Y/N)	Y	Y	Y	Y	Y	Kristi Connors overseeing in conjunction with
Development of Feedback Loop (Y/N)	Y	Y	Y	Y	Y	Employment Service workshop offerings.
<b>#16 Youth One-Stop pre-enrollment</b>						
Process documentation for out-of-school youth	N	Y	N	N	N	Progress continues with direction from Matt
Develop initial evaluation system (Y/N)	N	Y	N	N	N	Verney and Youth Investment Committee.
<b>#17 Youth One-Stop Service Delivery model</b>						
# of WIA out-of-school youth enrolled	126	205	200	141	156	Outreach efforts continue for more inclusion;
# of WIA out-of-school youth entered employment	61	87	74	79	37	actively seeking HS drop-out referrals
<b>#18 One-Stop system evaluations</b>						
Complete annually (Y/N)	Y	Y	Y	N	N	Not required for PY 2015-2016. Certification received 6/21/16.
<b>#19 Vendor coursework evaluations</b>						
Assessment policy development (Y/N)	N	Y	N	N	N	Will be yes by 6/30/16, developing ratings by
Standards development for training providers (Y/N)	N	Y	N	N	N	each course, relate to ITA measures. Standards development to follow.
<b>#20 One-Stop employer services evaluations</b>						
Development of employer evaluations	N	Y	N	N	N	In progress, meeting regularly.
Employer Satisfaction Measure	N	TBD			N	Develop from evaluations in year 3.
<b>#21 Performance Metric Evaluations</b>						
# of metrics utilized	9	12	10	13	13	Have added the following: Youth One Stop
Period-to-period improvement in matrices analyzed (Y/N)	Y	Y	Y	Y	Y	Summary, OJT enrolls and completes, Youth provider numbers, and Request for Training Vouchers (RTV's) by month.

## ONE STOP OPERATOR PROCUREMENT – GREGG DEBAERE

The Camden County Workforce Development Board, Inc. through a competitive bid process has designated Camden County as the One-Stop Operator pursuant to section 121(d)(2)(A) of the Workforce Innovation and Opportunity Act (WIOA).

The Camden County Workforce Development Board (WDB) established a taskforce, consisting of WDB members, to publicly submit a “Request for Proposal” as well as receive, review and score proposals submitted.

All Task Force members were and remain intimately familiar with the need for the services provided by the One-Stop Career Center. All Task Force members determined that none were in any conflict or potential conflict of interest as defined by the Local Government Ethics Law.

The RFP was released on March 10, 2017 and due back to the WDB taskforce by April 10, 2017 allowing 30 days for responses. A legal notice with all relevant information was posted on the WDB website as well as placed in the Courier Post, our required local newspaper. The full RFP was provided by email or by hard copy to all persons who requested a copy in-person, by email, telephone or mail. One week after the release of the RFP, a technical conference was held.

At the close of the response period, the WDB staff did an initial review of the proposals received to ensure all basic requirements were met.

The Task Force met on April 13, 2017 to do a complete review of the proposals received. By including the scoring rubric within the RFP, the proposing vendors understood the criteria by which they would be judged. These included program design criteria, management criteria, and cost criteria. The methodology included a point computation and was established so as to not unfairly or illegally discriminate against or exclude otherwise capable vendors. The scores were averaged to produce a final proposal score.

Based on the results of the scoring, the taskforce made a recommendation to the Executive Committee for Camden County to be the One-Stop Operator for PY 2017-2018 and PY 2018-2019. The Executive Committee accepted and approved the recommendation from the taskforce. This action has been documented in the April 2017 Executive Committee meeting minutes.

The Executive Committee then requested a full Board vote to approve offering a contract to Camden County to be the One-Stop Operator for PY 2017-2018 and PY2018-2019. The Board, through electronic ballot, voted to approve Camden County as the One-Stop Operator by an amount exceeding two-fifths of the Board membership as required in the WDB by-laws. WDB resolution 2016-8, authorizing the approved action to be taken was signed by the Chair of the Board on May 24, 2017.

The contract was presented to the Freeholder Board on May 25, 2017 for resolution- and for signature by the local elected official.

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

Jeff introduced Deb Dennis, One-Stop Learning Link Counselor.

Deb Dennis said she first met Lamont Smith in January 2015 when he attended the Jersey Job Club Veterans Roundtable which she had recently begun to facilitate. Lamont was an active and energetic participant - always good for an interesting discussion. He was eager to share his employment search and to offer tips and job leads to other Veterans.

Subsequently, Geoffrey Taylor, our office DVOP, reached out to Lamont and they met. Geoffrey explained many of the Veteran’s programs and benefits to which Lamont was entitled. He also recommended and escorted Lamont to Experience Works, over 55 program, and DVRS (Division of Vocational Rehabilitation Services).



Lamont was assigned a DVRS counselor, Krista Lope, who assisted him with the next phase of his employment plan.

Throughout this process, Lamont continued to be in touch and to update me on his employment status. He had several part-time and temporary positions during this process.

In June of 2016 he called me and asked if we could help him get the 3 Purple Hearts that he was awarded for his service in Vietnam. I obtained the forms from Geoffrey and emailed them to Lamont. He continued to update me on his employment progress and told me in the fall of 2016 that he had gotten a position at the Amazon fulfillment center in Swedesboro through Abilities Solutions in Gloucester County. In January of 2017 he told me he would be made permanent at Amazon in February. He was very pleased with that development. He is still happily working at Amazon.

In May of this year I was invited to attend a special luncheon at the Westville, Gloucester County, VFW, sponsored by Abilities Solutions, where Lamont was presented with the 3 Purple Hearts he earned in Vietnam 50 years ago.

Lamont is an excellent example of a successful, universal customer, who, through his own patience and perseverance, along with the combined efforts of partners of the CCOSCC, continues to thrive and attain his desired goals. Additionally, as an American hero, it is an honor to celebrate him as this quarter's success story.

Jeff presented Lamont with a Certificate of Achievement on behalf of the Camden County Workforce Development Board and One-Stop Career Center. Lamont received a standing ovation from attendees.

#### HONOR KATHLEEN S. MAYFIELD, ONE STOP OPERATOR 42 YEARS OF SERVICE

Gregg began the presentations with his remarks regarding Kathleen S. Mayfield. He was proud to say he has worked with Kathy for fourteen years. She imparted Gregg with years of industry knowledge. In preparation for his remarks, he came up with 3 words to describe Kathy, these being Intelligent, Realistic and Passionate. Years of experience and willingness to take on tasks made her intelligent. Kathy was realistic, she would tell you what you could and could not get done. She did well at predicting the road blocks that came along the journey. Her insight was always valuable through our planning processes. Kathy is passionate. She has always been passionate about helping people. Her noticeable expressions, during meetings, made us stop and pay attention when she had an important point to make. Gregg closed his remarks with what he called a "Kathyism" or Kathy Mayfield quote. *"I have no desire to have anyone turn out as crazy as I am"*

Gregg read letters addressed to Kathleen Mayfield from Donald Borden, President, Camden County College, Janet Moran, Krapf Bus Companies, also former Chair of the WDB.

Gregg asked that the following excerpt from Janet Moran's letter be added to the minutes...

*"From my vantage point, Kathy, you brought two most important gifts to your job. The first is the knowledge of workforce development funding ("the numbers") and the second is knowing, and perhaps remembering, what it feels like to be a frustrated job seeker. It helped you to be a compassionate leader."*

Gregg introduced Freeholder Liaison Jonathon Young. Freeholder Young reminisced about his earlier days serving on the WDB Literacy Committee where he met Kathleen Mayfield. It was at his first quarterly meeting he noticed Kathy's industry knowledge as she presented workforce charts. Later as a Freeholder, he was able to get behind the hard work and dedication it took to put those charts together. There was a meaning and purpose behind her work and that was passion and compassion. Freeholder Young thanked Kathy on behalf of the County Board of Freeholders for her loyalty and dedication to the County and One-Stop customers she was there to serve. Kathy provided unyielding strength and leadership of One-Stop services. Her influence will have a long, long positive impact for the participants and residents here in Camden County. Freeholder Young presented Kathleen Mayfield with a proclamation from the Board of County Freeholders.

Gregg introduced Victor Figueroa, Executive Director of the CC Housing Authority. Victor thank Kathleen Mayfield on behalf the Camden County Housing Authority and recognized her support in the efforts of the Housing Authority. You have served with impeccable care and concern. Victor read from the proclamation, “Kathleen S. Mayfield has provided excellent leadership in partnership with the Housing Authority and as the One-Stop Operator. He gave personal thanks to Kathy as well as from the leadership in Camden County.”

Gregg introduced Howard Miller, NJ Department of Labor and Workforce Development, Chief Adult Education & Literacy to represent the state and address Kathleen Mayfield, One-Stop Operator for 42 years of service to the Camden County.

Howard Miller, noted that in meeting Kathleen Mayfield 23 years ago as a young intern, she imparted two main pieces of advice to him. One was “learn the law” because they can never take that information away from you and then you can understand how things work. The second piece of advice was “Be smart enough to get out of your own way.”

He began with a brief bio of Kathleen S. Mayfield and her accomplishments. He said he worked alongside of Kathleen for ten years.

Kathleen S. Mayfield (Kathy) grew up in Camden County in a family with six siblings. Her mother, a local public employee and her father, a locally elected official, established her appreciation of public service at an early age. Kathy entered public service more than forty years ago. At the time she began her career, she was a single parent with two children and working full time. The challenge of this experience prepared her and played an important role in developing a balance of public administrative responsibility and compassionate policy development.

Kathy began her significant employment and training experience with the Comprehensive Employment and Training Act (CETA), continued with the Job Training Partnership Act (JTPA), the Workforce Investment Act (WIA), and into the Workforce Innovation and Opportunity Act (WIOA). She began in what was called the Central Records Unit (CRU), currently called MIS. Under CETA, data was collected through manual counting of participant characteristics. Eventually, Kathy would implement an automated collection and reporting system beginning the technological transition of data and performance reporting. As time passed, her administrative knowledge and experience garnered the respect and confidence that expanded her role into fiscal areas, leading to the successful management of millions of public dollars over the years.

Kathy became the first woman Director of an employment and training department in Camden County. A little later in her career, the responsibility would increase through her appointment as the first One-Stop Operator. In this role, her accomplishments include contributions in the development of partner relationships, co-location of partner services, procurement policy for increased service provider accountability, and the elevation of Camden County as one of the most successful employment and training programs in the State of New Jersey, also receiving national attention.

Kathy provided unrelenting strength, innovation, and leadership to improve One-Stop services. Her influence and impact will endure past her tenure, resulting in sustained public value to participants and the community. The continuation of employment and training services will, no doubt, reflect her commitment to improve services and lives in Camden County.

Howard presented Kathy with a state proclamation and read a letter from Governor Chris Christie. Howard presented to Kathleen other proclamations from various representatives from State Government.

Other proclamations and presentations recognizing Kathleen’s service were presented to her following Howard Miller’s presentation.

Gregg DeBaere presented Kathy with a certificate of appreciation signed by Diana Cooper, CPAC, and then turned the meeting over to Robert (Bob) Weil as the incoming WDB Chair.

Bob also presented Kathleen with a proclamation from US Congressman, Donald Norcross. He presented Kathleen with a memento from the membership of the Camden County Workforce Development Board.

Kathleen thanked her staff and reminded attendees she could not have achieved such success without the support of her wonderfully diverse staff. Many have come thru the One-Stop system. She thanked Howard Miller and complimented him on his career success since leaving Camden County for his position with the state. She thanked the Camden County Board of Freeholders. She thanked Ross Angilella, County Administrator for pushing her to do things she did not think possible. She also thanked the Board and membership of the Camden County Workforce Development Board.

Kathleen's parting words were, "*Please listen to the folks that come in to the One-Stop. None of them are in the best condition of their lives. They all need something. You don't always get that when you are trying to get them to fill out forms and be in a line somewhere or have them come for an appointment in two weeks. You get that because you listen and because you have a natural empathy.*" This is not our pocket change, this is not our money. It is entrusted to us to do what needs to be done for folks that need that something or assistance." To her staff she said, "Don't be so quick to answer, you need to be able to listen" As Kathleen exited the podium, she was given another standing ovation.

Bob thanked Gregg DeBaere for his efforts, not only as Board Chair, but also his dedication over the last 14 years serving on the Camden County Workforce Development Board (WDB). He said Gregg would remain on the Board as immediate past Chair as well as continue to lead the Operations Committee.

Gregg joined the Camden County Workforce Development Board (WDB) as a private sector member in 2004. He became Chair of the Operations Committee and took over as Board Chair in 2014. Under his leadership as Board Chair, he guided the WDB and the Camden County One-Stop Career Center thru the opening of the Camden County Youth One-Stop, developed strategic local and regional plans and the Development of a Literacy Needs Assessment for the County. Together with the WDB and Kathleen S. Mayfield, One-Stop Operator, he also helped develop goals and performance measures and a Core Services Operating Procedures Manual for the One-Stop Career Center. Most recently, he guided the County's transition/implementation from Federal Law, Workforce Investment Act (WIA) to the Workforce Innovation and Opportunities Act (WIOA), and the first time ever requirement of the One-Stop Operator Procurement and Certification. Gregg also serves on the Governance Committee of the State Education and Training Commission (SETC).

Bob presented Gregg with a memento from the Board and membership. He also presented him with proclamations from County and State Government Officials.

Bob said his first job as the new WDB Chair was to adjourn the meeting.

#### ADJOURNMENT

A Motion to adjourn the meeting was made by Ken Brahl; Victor Figueroa seconded the motion. Motion carried. The meeting was adjourned at 10:55A.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