



Camden County Workforce Investment 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 December 16, 2015

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

Committee Members		Meeting Dates			
		30-Sep	16-Dec		
Abrams, Barbara	Jewish Family and Children Services				
Allen, Wesley	ARI, Holman Automotive Group				
Arroya, Rosy	CPAC				
Baez, Alfredo	Graduate-Camden High School				
Banks, Evangeline	Juvenile Justice Commission	X	X		
Beach, Patti	Camden County One-Stop	X	X		
Biondi, John	I.B.E.W. LU 351 JATC				
Bowman, Cynthia	Ratvitz Family Markets, ShopRite				
Bryant, Janice	Camden County One-Stop				
Carroll, Catherine	Department of Labor		X		
Clark, Jeffrey	Division of Vocational Rehabilitation				
Colestock, Shannon	CPAC				
Cope, Heather	Camden City School District				
Crone, Darrell	Camden County Board of Social Services		X		
Dann, Carol	Camden County College				
Davis, Anthony	Mental Services of Southwestern New Jersey				
Davis, Keith	Camden Dream Center Technical Training School				
Festenstine, Teresa	Board of Social Services	X	X		
Filipek, Frank	Camden County One-Stop	X	X		
Forman, Lois	Independent Rehabilitation Jewish Family & Children Services				
Gismonde, Bernadette	Camden County College				
Goodman, Dave	HACC Youth Build				
Greffrey, Taylor	Camden County One-Stop -Veteran		X		
Gulla, Justin	Shoprite		X		
Hamilton, Margaret	Camden County College	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		
Kennedy, Jim	Kennedy & Associates LLC				
Kinzy, Joann	Camden County College	X			
Knoff, Dick	Marketing Professional				
Kopala, Damon	Edmund Optics				
Leonetti, Mike	Camden County One-Stop	X	X		
Levitt, Jill	DOLWD		X		
Lew, Kirk	Department of Labor				
Lex, Jim	Camden County Improvement Authority				
Lim, Daniel	NJ County Collegiate Consortium				
Lombardo, Rick	Target Stores				
Lucas, Angela	Jewish Employment and Vocational Services				
Maguire, Laurie	Camden County Resource Center		X		
McCormick, Carol	Camden County College	X	X		
McKee, David	Camden County One-Stop				
McKelvey, Chris	LWD		X		
McKinney, Denise	Respond Inc.	X			
Meade, Marie	Camden County One-Stop	X	X		
Mombo, Mein	Division of Children and Family Services				
Monturano, Melanie	Camden County College	X			
Newman, Jason	DOL		X		
Pape, Barbara	Camden County One-Stop				
Perez, Irene	Division of Vocational Rehabilitation				
Pollard, Sheila	Camden County Division of Vocational Rehabilitation				
Pranzatelli, Joe	Camden County College	X			
Radvany, John	NJ County Collegiate Consortium				
Rhock, Kimberly	Youth Advocate Program		X		
Rhodes, Jim	Camden County Deputy Administrator				
Rhoton, Daniel	Hopeworks		X		

Committee Members		Meeting Dates			
		30-Sep	16-Dec		
Rodgers, Danielle	Camden County One-Stop				
Rojas, Lillian	Camden County Board of Social Services		X		
Shaw, Frank	Camden County One-Stop	X			
Sinclair, Nidia	Camden County One-Stop		X		
Sinicki, Stanley	NJ Department of Labor		X		
Spagnolia, Ann	Camden County College	X			
Sutherland, Debbie	Camden County One-Stop	X			
Vasquez, Marisol	Camden County One-Stop	X			
Venable, Margo	Camden County College		X		
Villa, Deja	Student, Camden County Technical School	X			
Wallace, Jaclyn	Camden County College				
Waller, Darchelle	Winslow Township High School	X			
Walz, Julie	ARC of Camden County				
Wardlow-Hurley, Rhonda	HACC Youth Build		X		
Waters, Brett	Camden County One-Stop	X			
Young, Jonathan	Camden County Board of Chosen Freeholders		X		
Special Guest:					
Rev. Michael Williams	Abundant Life Fellowship Church	X	X		
Kim Breston	KRA Corporation	X			
Nigel Charles	KRA Corporation	X			
Chloe Schearer	KRA Customer and Success Story	X			
Janet Delgado	CCDS		X		
Miguel Delgado	Medford Care Ceter		X		

CALL TO ORDER:

Chair DeBaere called the meeting to order at 9:33 AM.

WELCOME

WIB Chair Gregg Debaere welcomed Board Members and guest and thanked them for attending the Quarterly Meeting. He asked attendees to introduce themselves. There were four guests in attendance for the first time.

Chair Debaere invited Freeholder Jonathan Young to give a few comments to the Board members and guests.

Freeholder Young thanked everyone for volunteering their time by serving on various committees. He stated he had the pleasure of serving on the Literacy Committee. On the 4th of January Freeholder Young officially will be the new liaison to the WIB. Freeholder Young stated he will be working closely with the Veteran’s Affairs (VA) to identify what they can do to end veterans who are homeless. He also said our youth are very important. We have to make sure we are making a conscience effort to support our youth who are our future. “The road that we pave today will mean nothing if our youth do not continue to pave those roads. We need to make certain our youth have enough drive, energy, knowledge and skills to continue those roads we are paving.” Freeholder Young wished each member and guest a Happy Holiday.

INVOCATION

Rev Michael Williams from Abundant Life Fellowship Church delivered the invocation. WIB Chair Gregg DeBaere thanked Rev. Michael Williams for giving the invocation.

WIB CHAIR DEBAERE UPDATES

Chair Gregg Debaere informed Board Members that Jeffrey Swartz attended a two-day seminar in Trenton, NJ regarding the Workforce Innovation Opportunity Act (WIOA). Jeff and Chair DeBeare also attended an annual WIB Chair Meeting in Trenton, NJ where the LWD and the SETC outlined six proposals.

The proposals are listed as followed:

- Proposal #1 Additional Performance Measures- the State is looking to add additional performance measures in 2017. Gregg informed the members that Kathy Mayfield reviews the WIB performance measures and we have already increased our performance measures.
- Proposal #2 Board Certification-The State is going to streamline the requirements for board certification and eliminate the evaluations for 2016. The board annually submits its certification documents and the WIB never had a problem receiving its certification.
- Proposal #3 Local Workforce Area Designation- the Local Workforce Area Designation is a requirement of the new law. CCWIB request for designation was submitted two months previously and was approved by the Freeholders in November.
- Proposal # 4 Regional Planning –Gregg stated he had the pleasure of serving on the SETC Governance committee. WIOA is requiring that in addition to local areas strategic plans, there should also be regional plans at the state level. The State determined that we should be divided into three regions which is currently how data is collected. There are seven (7) counties within our region which are Burlington, Camden, Gloucester, Cumberland, Salem, Cape May and Atlantic. Gregg informed members that Jeff is scheduling a meeting in January to begin the Regional Planning process and Camden will take the lead regarding the Regional Planning.
- Proposal #5 Local Program Budget- Workforce Innovation Opportunity Act legislation is requiring the local Workforce Development Board’s annual operating budget and the One-Stop Center’s local program budget be prepared and submitted at the same time.
- Proposal # 6 Competitive Selection of the One Stop Operator- the State is still looking into the Competitive Selection of the One-Stop Operator. There is currently a state law on the books where the state designates the One-Stop Operator. However, there are a few states that have outsourced companies to manage their One-Stop Career center for them.

INTRODUCTION OF THE GUEST SPEAKER

Prior to Jeff introducing the guest speaker, Jeff publicly thanked the WIB Executive Team Chairs Gregg, Matthew, Ken, Jim and Robert for all the work they do. Jeff wanted to especially recognized Gregg. He stated Gregg is an extraordinary chair and is one of the most involved chairs in any WIB in the State. Jeff stated he appreciated Gregg and thanked him for all his efforts.

Jeff introduced Catherine Starghill and gave a brief description of her background. Catherine is the Executive Director of the Workforce Operations & Business Services division of the New Jersey Department of Labor & Workforce Development. She is responsible for the operation of 23 One-Stop Career Centers that employs over 600 individuals across the state.

Catherine has established strategic partnerships with governmental, educational, non-profit and for profit organizations for workforce development innovation and results derived outcomes for job seekers and employers throughout the state.

GUEST SPEAKER CATHERINE STARGHILL

Catherine Starghill also publicly thanked members and stated that Camden County Workforce Development Board (CCWDB) is an example of where the State wants to push the entire Workforce Development system. She expressed Camden has a comprehensive, all-exclusive and a cooperative system where the State looks at what Camden is doing as they map out their road ahead. WIOA requires a locally driven system and Catherine acknowledged their best practices come from Camden.

Catherine stated as Gregg mentioned earlier there are many new requirements for WIOA. Catherine also gave an overview of the proposals.

- Performance measures- Kathy Mayfield already has her MIS creating Additional Performance (AP) measures and we are above and beyond what the US Department of Labor requires. In order to make real time management's decision about programs and resources, we must have data to make informed decisions. Catherine told Kathy the State is working on getting a new case management system that will help create reports directly from the system. The State wants to make it easier for locals areas and themselves, to judge where they are going, how they are doing and how best to get there.
- Board Certification- Catherine stated Camden would not have any problems receiving their Board Certification.
- Regional Designation and Planning- Several local areas do not understand the benefits of linking together to share resources in order to move the entire region forward. Catherine mentioned Camden County Workforce Development Board has been engaged in regional planning with other states such as Delaware, Pennsylvania & New York. These states are going to consult with Camden County as we move forward.
- Local Program Budget and the WIB Budget- the locally elected officials and the fiscal agents normally receive the money; tell the WDB what to do with the money or how much they are going to receive. The federal law does not allow this method as we move forward. Catherine stated, the State is planning a meeting with local elected officials to better explain the management of the local program and the WDB operating budget.
- Competitive One-Stop Operators- There will not be a major change initially since there is a State law on the books. We have a State law that says, merit base staff have to be managed or supervised. Catherine mentioned there has been other states that had private companies serve as operators. We will be working with the USDOL in order to be in compliance with the requirement of the Workforce Innovation Opportunity Act (WIOA).

Catherine also conveyed to members, all of this is going to accommodate a locally driven system. The State will provide digital tools, a case management system and infrastructure. The State is providing the infrastructure to make local areas successful. Catherine stated how we perform is based on local management. Catherine also expressed how Jeff was instrumental in the One-Stop Operations and WIOA implementation work group. She stated Jeff and she met several months to come up with schematic for the One-Stop Operations Roles and Responsibilities which she will send out at the end of the week. The State's Employment Services staff will only do group activities and job match i.e. labor exchange. The local area operators will managed triage and reception with the assistance of program areas such as Employment Services, Division of Vocational Rehabilitation Services and in some cases the Board, to direct people where they should proceed. In addition, the State is going back to the One-Stop orientations being managed and controlled by the operators since it is a locally driven system.

Catherine said the first orientation is for customers to learn what services the One-Stop has available and provide additional information regarding training resources and workshops. In the One-Stop orientation and training area, there will be a brief assessment so operators and staff can direct customers. Also, counseling that involves skills and literacy assessment must invite a WIOA staff. The WIOA counselors are the lead in the system directing and referring customers to other program areas for services. Catherine expressed this will provide efficient service to our customers. Our customers are not only job seekers; they are the employers as well. Catherine said there are major changes that must occur in the Workforce Development systems locally and across the state. However, Camden is well positioned for the implementation of WIOA. Catherine again expressed her gratitude and wished everyone in attendance an enjoyable Holiday. Gregg added we receive strength from working with others.

BUSINESS MEETING

Chair DeBaere asked Matthew Verney, Youth Investment Council Chair, to read the Sunshine Law.

As required by law, Matthew Verney, Youth Investment Council Chair, 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 WIB's website and in the Courier Post on November 17, 2015. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action.

- APPROVAL OF SEPTEMBER 30, 2015 MEETING MINUTES

The minutes from the last quarterly Meeting of September 30, 2015, were sent electronically to the full Board of Trustees for review. Matthew Verney requested a Motion to approve the meeting minutes of September 30, 2015. A Motion was made by Jim Maggio and seconded by Ken Brahl. Motion Carried.

- RATIFY EXECUTIVE COMMITTEE RESOLUTION/ RESOLUTION 2015-4 CORPORATE NAME CHANGE

Chair DeBaere, read aloud the Resolution 2015-4 corporate name change. Pursuant to the Workforce Innovation and Opportunity Act (WIOA) of 2014 and the New Jersey State Employment and Training Commission (NJSETC) policy resolution #2015-01, the name of the local area boards have been changed from Workforce Investment Boards to Workforce Development Boards.

The CCWIB Executive Committee approved an amendment to the Articles of Incorporation and the By Laws of this corporation to reflect the name change from *Camden County Workforce Investment Board* to *Camden County Workforce Development Board*. Gregg asked for a motion to ratify the approved Resolution to Amend the Articles of Incorporation and the Bylaws to reflect the Name Change of the Corporation to Camden County Workforce Development Board Pursuant to SETC Resolution #2015-01. A Motion was made by Arthur Campbell and seconded by Michael Willman. Motion Carried.

SUCCESS STORY

Miguel Delgado is a 20-year-old father of two. He graduated high school and was working as a night cleaner. With no real plans for his future and working odd jobs, he heard about the Youth One Stop (YOS) through his mother and met with the counseling staff at the YOS. Miguel was scheduled to take the Test Assessing Basic Education (TABE) assessment. After he completed the (TABE), he scored a 12.9 on the Math and a 12.9 on the English. This is the highest score that can be obtained on the assessment. Miguel also participated in the YOS Life Skills, where he decided on a career in the medical field. He enrolled in a CNA training program at Broadway Vocational and began working at the Medford Care Center. While doing his clinical work at Medford Care Center, he was offered a full time position pending the outcome of his final exam. Miguel is now working forty plus (40+) hours a week at the Medford Care Center.

Miguel recognized and thanked the YOS staff for all the help that was given to him. He personally thanked Nydia Sinclair for providing him motivation and encouragement.

REVIEW OF PERFORMANCE RESULTS- KATHY MAYFIELD

Kathy's review of performance results will be presented at the next quarterly meeting. Kathy thanked everyone for their help and expressed she could not achieve any progress without her administration staff, partners and provider networks.

CLOSING REMARKS

Chair DeBaere expressed his gratitude and stated we have an amazing team in Camden. Chair DeBaere also mentioned that Commissioner Wirths recognized Jeff and him at the annual WIB Chairs meeting and the Camden County MOU has become the model for the State. Chair DeBaere stated we had a lot of success and thanked board members and staff at the One-Stop who work tirelessly for our customers. Chair DeBaere stated, "Happiness is the product of doing the right thing". Gregg encouraged everyone to bring a friend to the next quarterly board meeting.

ADJOURNMENT

A Motion to adjourn the meeting was made by Ken Brahl; Robert Weil seconded the Motion. Motion carried. The meeting was adjourned at 10:23 A.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,

Letia Stubblefield

Administrative Assistant