

ABILITIES COMMITTEE MINUTES  
THURSDAY, APRIL 8, 2021 AT THE WDB OFFICE

ATTENDANCE – ABILITIES COMMITTEE

MEMBERS		8-Oct-20	10-Dec-20	14-Jan-21	11-Feb-21	11-Mar-21	8-Apr-21
<b>Maggioncalda, Jim CHAIR</b>	TFG Management Services		X	X	X	X	X
Abrams, Barbara	Jewish Family & Children Service of Southern NJ						
Cirii, Frank	Local Area Operations Director	X	X				X
Deitz, Jeffery	Division of Vocational Rehabilitation Services						
Donato, Carl	Wawa	X	X		x		X
Forman, Lois	Bancroft	X	X	X	X	X	X
Freire, Edison	JEVS Human Services		X	X	X	X	X
Fugee, Antoinette	Center for Family Services					X	
Hale, Dawn	The Arc of Camden County					X	X
Lucas, Angela	JEVS HireAbility	X	X	X			
Marks, Karen	Jewish Family & Children Service of Southern NJ	X	X	X			X
McClintock, Monica	Rowan University	X	X	X	x		X
Mills, Jay	NJ Commission for the Blind and Visually Impaired						
Scott, Jessica	The Arc of Camden County						X
Smith, Veda	Camden County Independent Living Center						
Taguwa, Denise	LWD-WDB Coord + Support						X
Veneziani, Jennifer	Program Planning and Development Specialist, DVRS						
Swartz, Jeffrey S.	WDB	X	X	X	X	X	X
Varallo Kathleen	WDB	X	X	X	X	X	X

WELCOME

Jim Maggioncalda, Chair, called the meeting to order at 8:39, welcomed attendees to the Zoom meeting and asked for introductions. Jim welcomed Jessica Scott, Employment Network Manager, Arc of Camden County. She has been newly placed in Camden County from Hunterdon County. The Committee discussed employer job posts and personal challenges to finding employees. The Committee reviewed the minutes from the meeting, March 11, 2021. Jim asked if there were any corrections or changes. Hearing none, he asked for a motion to approve the minutes. Carl Donato, Wawa, made the first motion; Jim made the second motion. By unanimous vote to the affirmative, the minutes, Thursday, March 11, 2021 were approved. Jeff Swartz, Executive Director, thanked all attendees and new members to the Committee. He encouraged members to extend invitations to those in their circle of contacts to attend committee meetings hosted by the WDB.

Jim referred to the “Save the Date” flyer draft for the upcoming PTSD event. He asked if the committee had a chance to review the document. He did not see any changes but asked the committee if they noticed any edits. He thanked Kathleen Varallo, Administrative Assistant, WDB, for preparing the draft. Kathleen said she wanted the committee to get a visual of how the program and title would lay out on the flyer especially the title of the event. She said the title needs to be finalized before formally promoting the event. Jim thought that Veterans were highlighted in the flyer and the program content looks clearer to the reader. He asked if the flyer was sent to the Cooper team. Kathleen confirmed she sent the flyer to Tim Galvin, Cooper University Healthcare, the main contact for the event. Kathleen did not get a response yet but suggested the Cooper team be invited to the next meeting. She said its not too early to finalize the workshop titles and get their input to

planning. Jim instructed Kathleen to call Tim and confirm approval of the flyer. He may need to get further approval from Cooper. Monica McClintock, Adjunct Professor, Rowan College of South Jersey made additional comments and suggestions about the flyer. She said the topics listed under HR Topics might be a bit too vague. She suggested listing it as “HR Hot Topics” Jessica Scott, Arc of Camden County, asked if the program will be presented virtually. She said there are several contacts she knows that will benefit from topics listed on the flyer. Jim asked if a speaker was booked to speak about law updates. Kathleen said that the Cooper team offered some speakers for the program but did not give details. She said the committee could reach out to the lawyer booked for the 2019 event. Kathleen also said the program may be offered in a combination of live and virtual formats but as of now it is hoped it will be hosted live at the Camden County Boathouse. The Committee discussed and agreed to list the one workshop as “HR Hot Topics.”

Monica referred to Jessica’s comment about the format offering and suggested that the flyer address possible safety measures as related to COVID response limitations. She said people will be getting the flyer now during the current limited indoor capacities and wonder about those measures even though the event is not happening until the fall, October. Attendees may be hesitant to commit to any in-person event at this point. Jim agreed and said some people are now hesitant to attend any in-person event without the assurance of vaccination. He said there has been talk of requiring a vaccine card or proof, although this has not been made official yet. Jeff had concerns about a virtual offering and said it may hurt the in-person attendance He agreed with Monica about some statement that would address safety protocols. He said no one can predict what will happen after the summer or what protocols will be in place at that time. Hopefully, vaccinations will have caused herd immunity, or it could go the other way if there is some new variant outbreak. It will not hurt to make some statement on the flyer. Carl and Jim agreed it can be well stated that Covid Safety protocols will be in place and then whatever it is at the time of the event, another statement or notice can be sent as an update to attendees. Monica said we can be clearer about protocols as time progresses. Dawn Hale, Arc of Camden County, noted the flyer is a “save the date” and meant as an initial reminder the event is being planned and is upcoming. She said the final invite will have the information clearly stated and it can be updated as needed if conditions change.

Carl made an offering based on the virtual format of the event. He said his son is well versed in virtual formats. Carl said he was sure his son would be willing to donate his time to the event. Carl said his wife offered another visual professional from her company that would donate his time as well. Carl said he will work off-line with Jim to discuss further visual needs of the event. Jeff said the WDB has an extended Zoom account so connectivity in that regard would not be a problem. The Committee discussed the virtual option and thanked Carl for the offer.

Jim asked Kathleen to address the Eventbrite update listed on the agenda. Kathleen said Eventbrite was used in the 2019 event to promote and collect registration information. It worked well and if the event is free there is no cost to use this mode of registration again. She will set up the event in Eventbrite to be ready for June or July registration opening. Reports and follow-up participant emails can be downloaded on to a spreadsheet for further use before to send out reminders and during to check in attendees. She encouraged the Committee to forward attendee contacts to the WDB for promotion and invite purposes. Jeff asked Jim and Monica if Tri-State HRMA (SHIRM) would send the flyer invite to their membership. Jim and Monica both said the

organization if very careful about promoting events outside of their membership. Jeff offered the idea of sponsorship and Monica said she would investigate the possibility. Jim said they have very strict protocols with cost associated to them and they get hundreds of similar requests. Monica said part of the challenge is coming up with a link to partner with the organization and right now the WDB is not, but she said members of the committee could join the organization. As a member of TRI-State HRMA, there would be an opportunity to join their Workforce Readiness Committee. Monica said that might provide the kind of link we are looking for. Monica also said she intends to contact the new incoming president and meet with her once she is settled. Jeff asked to be able to join that meeting when Monica feels it is appropriate. He feels there is a huge advantage to organization in understanding and partnering with the WDB. The WDB can compliment the organization and its membership in many ways. He would love to meet with the incoming president and if she understands to the value that workforce boards can bring to her organization it will bring, she will be happy to partner with the WDB. Monica said the new president will not be official until September 2021 and she will wait for proper timing. Jeff said he would follow Monica's lead and requested that he and Jim be included in the meeting. Jim said for those members of the Abilities Committee and WDB, interacting with employers or HR managers on a regular basis, membership to the organization is an advantage and the dues are reasonable at \$75.00 per year. The Committee discussed more ideas about ways to partner with Tri-State HRMA. The Committee also discussed obtaining certification to the credit hours offered at the event. Jim said once we get the planning out of the way with Cooper, we can submit a proposal for credit hours approval. Monica said that is a very different subject than sponsorship. Offering Tri-State a sponsorship option does not have anything to do with credit hours proposal. Jim said now is the time to build our contact list for the event. That is the first order of business. He again asked the committee to forward all contacts for invitation to the event. Their contacts will not be shared. They will be use solely for the purpose of invitation of the event.

Jim asked Kathleen to report on exhibits and giveaways. Kathleen said the Camden County Boathouse is easily set up to host 50 attendees in a socially distanced manner as needed and there is ample room on the other side of the hall to include exhibit tables as in the past. Each event sponsor will be offered a table and they are safely distanced by the sheer nature of their 6-8 measurement. She asked the committee to confirm a supportive services exhibit area again this year or simply give out a gift bag of information to each participant. The Committee discussed and agreed that an exhibit area would be possible and welcomed as in past events.

Jim asked for any updates regarding sponsorship. Edison Freire, JEVS Hireabilty, confirmed that JEVS will contribute their same level of sponsorship to the event as in past years. Kathleen said Antoinette will be sending a contact with Home Depot. Jim asked about TD Bank. Jeff and Kathleen said that the WDB submitted a proposal for another event. TD is a lengthy process, and the proposal was turned down. Jeff said the WDB has a good relationship Republic Bank and will reach out to them. The Committee discussed some other ideas for sponsorship.

#### COMMITTEE UPDATES

Kathleen Varallo, WDB announce the State is picking up the licensing costs to offer an online learning platform for all residents. The Metrix Upskill program was launched in some counties with good success and through the efforts of Jeff and WDB Directors, it will be offered in all counties for an eight-month pilot period. More

information will follow. Courses such as MS Office, Quickbooks, and others can be accessed for free online. Edison said he looked at the program and was cautious to offer it because some of the courses take more than six months to complete. Kathleen said it will be up to the state to consider renewing the licensing after the 8-month period. There should be not cost to participants. She will follow up to find out more about Edison's concern.

Carl Donato, Talent Acquisition Specialist, Wawa, reported the 2021 hiring campaign is launching at Wawa. There are 3-400 opening in the State of New Jersey alone and many more in the tri-state area. Wawa is also offering retention incentives this year. He will send the information to the WDB for posting and sharing. He encouraged the committee to check out food-on-shift and hiring bonuses online at <https://www.wawa.com/careers>

Karen Marks, Job Placement and Career Coach, Jewish Family and Children Services (JFCS), reported job placements have been going well. There were 14 placements in the past three months with most being warehouse and retail type jobs. JFCS is in the process of approval to become an Administrative Employment Network (AEN). This means the organization can work with clients on Social Security benefits and issues. Karen said she will be taking a class called Certified Work Incentive Coordinator (CWIC) training. Jessica mentioned she will be attending that training as well. This certification also allows for working with benefits planning and working with employers as well. Employers are often challenged with keeping hours under a certain number of hours under SS rules. She said we will be able to help clients achieve better outcomes and work more hours that will be a benefit them and employers.

Dawn Hale, Arc of Camden County announced her organization is going through the benefits training mentioned by Jessica and Karen. Dawn announce ARC was approved to resume its annual "Walk-a-Thon" fundraiser which will held on Sunday, May 16<sup>th</sup> at the Lindenwold Park. All funds raised from that event will go directly to serving residential day and employment supportive programs.

Monica McClintock, Adjunct Professor, Rowan College of South Jersey, announced many of her students are getting ready to graduate with their bachelor's degree in a few weeks. She will mention the Metrix program to them as she is always encouraging students to continue to upskill. She also sent a flyer to the WDB about a Tri-State HRMA event on Wednesday, April 21<sup>st</sup> 7pm. The event is titled "Operation HR – Clear Guidance for Vets" From Vets. The organization's workforce readiness committee is hosting this virtual event. Jim asked how the graduates are doing with job market. Monica said a small percentage of them are finding jobs, but most are finding it much more difficult to connect with employers due to Covid restrictions. She is trying to give students as much support and tips as possible.

Jeffrey S. Swartz, Executive Director, WDB, reported the One-Stop has been circulating information about virtual services by attending the food distribution and immunization sites around the county. He said the One-Stop is open for virtual and by-appointment services. He encouraged the committee to share links to the virtual services directory and let customers and clients know there are services and training grants available. Follow the link for more information. Camden County One-Stop Virtual Services Directory <https://www.camdencounty.com/service/employment/job-training-placement/>

Jim thanked the committee for attending. He said he and or Kathleen will contact the Cooper Team to invite them to the next meeting.

#### NEXT MEETING

The next Abilities Committee meeting is scheduled on Thursday, May 13, at 8:30am. This meeting will be conducted via Zoom Conferencing. A notice will be sent with the link and dial-in information.

Submitted by

*Kathleen Varallo*

Administrative Assistant