



**Camden County**  
**Workforce Development Board**  
*Supporting the Development and Retention of a World Class Workforce*

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

**YOUTH INVESTMENT COUNCIL MEETING**  
**MINUTES, OCTOBER 27, 2016**

**ATTENDANCE**

Members		26-May	23-Jun	28-Jul	25-Aug	29-Sep	27-Oct
<b>Verney, Matthew CHAIR</b>	TD Bank	X	X		X	X	X
Arroyo, Rosy	CPAC	X			X		X
Banks, Evangeline	Juvenile Justice Commission	X			X		
Colestock, Shannon	CPAC			X			
Cooper, Diane	CPAC					X	X
Cope, Heather	Camden City School District	X					
Friedman, Joshua	Director, CC Resource Center					X	
Davis, Keith	Camden Dream Center Tech. Trng. School						
Giella, Nick	Philadelphia, 76's			X	X		
Godorov, Lori	The Work Group	X		X	X	X	X
Justice, Tanya	Youth Advocacy Program				X		
Jeffery Lake	Winslow Township High School					X	X
Kelly, Siobhan	Camden County Technical Schools			X	X	X	X
Maguire, Laurie	Camden County Resource Center			X	X		
McKee, David	Camden County One-Stop	X		X			
McKinsey, Denise	Respond Inc.	X	X	X			X
Mitchell, Wilbert	Respond Inc.						
Mombo, Mien	Division of Children and Family Services		X				X
Osorio, Angel	District Council Collaborative Board						
Rhoton, Daniel	Hopeworks						
Riggins, Matthew	Riggins Oil Inc.		X	X	X	X	
Savage, Leamon	Youth Advocate Program		X				
Pryor, Regina	LWD Division of Operations and Business Services			X	X	X	
Sinclair, Nidia	Camden County One-Stop	X		X	X	X	X
Stettler, Mark	T & M Associates						X
Vasquez, Marisol	Camden County One-Stop		X	X	X	X	
Waller, Darchelle	Winslow Township High School	X					
Wardlow Hurley, Rhonda	HACC Youth Build	X		X	X	X	X
Williams, Lauren	Youth Advocate Program		X		X		
Williams, Tasha	Youth Advocate Programs, Inc.		X			X	
Jennifer Rodriguez	Camden County Technical Schools						X
Swartz, Jeffrey S.	WDB Executive Director		X	X	X		X
Primas, Theo	WDB Program Evaluator						
Stubblefield, Lelia	WDB Administrative Assistant	X	X				
Williams, Leslie J	WDB Comptroller	X	X	X	X	X	
Varallo, Kathleen	WDB Administrative Assistant		X	X	X	X	X

**WELCOME**

Chair Matt Verney, welcomed attendees, asked for round table introductions and called the meeting to order at 9:06am. Siobhan Kelly, Camden County Technical School (CCTS), said she was awaiting the arrival of Jennifer Rodriguez, a student at the school. She will act as a youth representative for the committee.

### YOUTH MONTHLY LEVEL OF SERVICE (LOS) REPORT

Matt informed the committee the monthly Youth Level of Service Report (LOS) would be sent out to the committee electronically. Matt said he will be meeting with Laurie Maguire to go over a new format for this report. He said his goal is to create a report that clearly shows the flow of service to each youth customer as they progress through the One-Stop system. He wants this report to be more user friendly so that the committee can use the information to make better decisions regarding performance standards and measures.

### OUTREACH STRATEGIES

Nidia Sinclair, Youth Manager reported that outreach efforts have been slowed by the transition between outgoing David McKee, Youth Counselor and the transfer of Jyi Peterson, who has replaced him. Jyi is transferring in from another department at the One-Stop. Nidia Sinclair said that Jyi had assisted with outreach in the past. She said now that he is officially assigned to the YOS, he will be in this area once he gets through the mandatory training and development. She said that prior to taking this position, Jyi was meeting with High School Counselors in Lindenwold and other schools around the County. She reported that Jyi is currently cleaning up the computer information and reporting that was left unfinished by David McKee's resignation.

Matt asked Nidia if there was a contact list or outreach report the committee could use to keep up with community contacts. Nidia said there is not a formal report. Youth Counselors are asked to keep a record of the onsite or out of the office visits. Jeffrey S. Swartz, WDB Executive Director, suggesting using the weekly outreach report adapted for the Business Service Team. He said it was a good tracking tool that is being used by business service representatives until the Salesforce software program is officially launched by the state. Matt said he uses a similar tracking report required for his position at TD Bank. Nidia said her counselors also keep record of out of office meetings using the office calendar.

### CAMDEN CORPS PLUS UPDATE

Nidia reported that the Youth One-Stop has become more involved with the Camden Corps Plus Group in that all participants will be registered at and TABE tested by the One-Stop. Jeff said he attended a very productive meeting of the grant partners including the Center for Family Services and Camden County College. All the partners now understand their role and documentation details.

### YOUTH PROVIDER OR PARTNER UPDATES

Jeff reported that one of the requirements of the Vendor RFP is that the organization be on the New Jersey's Eligible Training Provider's List (ETPL). The two new vendors contracted for Youth Services, YMCA of Camden and Burlington County and Career Team LLC, had applied but were still waiting for this designation.

Career Team has obtained its ETPL listing. The contract was sent to them on September 30th, 2016 and returned to WDB office on October 13th, 2016. It was forwarded to the County for final execution. The YMCA contract is being held until they receive ETPL designation.

### YOUTH PLACED SUCCESS STORIES

Matt asked Nidia if YOS was able to locate or report on any success stories of youth entering the One-Stop system and obtaining a positive outcome such as attaining a degree or successful job placement. In past meetings, the committee discussed ways that these successes could help to market or spread the word about the Youth One-Stop. Matt said the goal of finding a youth success story is to promote the services of the YOS with a video that could be posted to the website and other social media outlets. The video may also be used to highlight how agencies that serve youth can be more successful by associating with the YOS. The committee discussed the idea of making the video a project of the Camden County Technical School. Siobhan asked for someone to take the lead and write a

request that could be presented by the teacher for school administration approval. Rhonda Hurley, HACC Youth Build, offered to make the video a project of her group as well. Matt asked that Rhonda and Siobhan get the proper approvals and contacts to follow thru with the video.

The committee also discussed some of the obstacles to getting referrals. Public agencies that serve youth may feel like they are in competition with the YOS. It was suggested that the committee host an open house or conduct a Youth Committee Meeting at the YOS. All agreed this would help promote the YOS as a compliment to other youth agencies. Matt suggested holding the meeting on January 26<sup>th</sup>, 2017 at the YOS and inviting public agencies and school counselors to attend. He said the meeting could start off with a presentation and then the video could be shown. If the video is not yet completed, its goals and objectives could be announced as an upcoming project.

Siobhan Kelly, Camden County Technical schools introduced Jennifer Rodriguez, a student at the school. The committee discussed ways to reach youth in the community from the youth perspective. Matt summarized the mission of the committee's commitment to reaching out-of-school or at-risk youth in the community to assist them in obtaining proper education credentials, training and placement in employment. The objective of reaching these youth is to help give them a skill set that leads them to become self-supportive. Matt asked Jennifer to give the committee a youth's perspective on how to connect with this population. Both Nidia and Lori Godorov, Work Group Director, clarified that many of the at-risk youth are dropping out in middle school not necessarily from high school. Jennifer agreed to speak to some of her peers or classmates and attend the next meeting with more input that might be useful to the committee.

Matt discussed the idea of meeting every other month. The committee agreed to meet again in December and January for the purposes of planning the Youth One-Stop public meeting or open house. The committee will move to meet bi-monthly beginning in March, 2017.

#### ADJOURNMENT

The meeting adjourned at 10:06am.

#### NEXT MEETING

The next meeting is scheduled for December 15th, 2016 at the WDB office at 9:00 a.m.

Submitted by,

*Kathleen Varallo*

Administrative Assistant