

SYSTEMS PERFORMANCE COMMITTEE MEETING

November 18, 2022

Camden County Workforce Development Board Office (Zoom)

ATTENDANCE:

COMMITTEE INFORMATION AND ATTENDANCE										
Name	Organization	Trustee Member	20-Nov-20	19-Feb-21	21-May-21	20-Aug-21	19-Nov-21	18-Feb-22	20-May-22	
Abusi, Pat, CHAIR	Railroad Construction of South Jersey	✓	X	X	X	X	X	X	X	X
Bryant, Janice (Retired)	CCOSCC		X	X	X	X	X	X		
Cirii, Frank	CCOSCC	✓	X	X	X	X	X	X	X	
Cream, Aaron	CCOS, Fiscal Team							X		
Doran, Ryan	IBEW Local 351	✓					X			
Johnson, Tom, Vice Chair	Independent	✓				X	X	X		X
Maguire, Laurie	CCOSCC		X	X	X	X	X	X	X	X
Martin, Lynne	CCOSCC							X	X	
Pape, Barbara (Retired)	CCOSCC		X	X	X	X	X	X		
Raymond, James	TD Bank		X	X	X	X		X	X	
Sinclair, Nidia	CCOSCC		X	X	X		X	X	X	
Weil, Robert	Conner Strong & Buckelew Companies	✓		X				X	X	
Levitt, Alex	WDB Staff		X	X	X	X	X	X		
Swartz, Jeffrey S., Exec. Director	WDB Staff		X	X	X	X	X	X	X	
Primas, Theo	WDB Staff		X	X	X	X		X	X	
Vaughn, Debra	WDB Staff							X	X	
Williams, Leslie J	WDB Staff		X	X	X	X	X	X	X	

SYSTEMS PERFORMANCE COMMITTEE

The Systems Performance Committee develops the standards and criteria of customer satisfaction and continuous improvement for One-Stop partners, programs, and vendors. The committee also provides for the fiscal planning and management for the One-Stop system.

WELCOME

Pat Abusi, Committee Chair, welcomed the attendees and called the meeting to order at 9:00am. He asked that people state when they conclude their presentations, asking if there are any questions before the meeting progresses. Pat then requested a roll call.

APPROVAL OF PRIOR MEETING MINUTES

Pat requested a motion to approve the August 19, 2022, Systems Performance meeting minutes. Jim Raymond motioned, seconded by Frank Cirii. By majority vote to the affirmative, the motion carried, and the minutes recorded for August 19, 2022 were approved.

MASTER BUDGET REVIEW & DISCUSSION

Lynn Martin, Senior Accountant, One-Stop Career Center

- After Lynn presented the contract analysis report, Leslie Williams clarified that the number Lynn reported as enrollments for clothing services is actually the budgeted enrollments for clothing services, and the OEO CWEP enrollments was actually 0.
- Lynn presented the Fund Balance Report.
- The fiscal team made changes to their reports but were asked to provide more detail than they provided. Pat asked that the budget reports be provided to the committee a week in advance of the meeting and that any format changes be discussed prior to making permanent changes to assure compliance. Eric Romolini commented that Leslie provided feedback on the preferred structure and format of the reports going forward.

CONTRACT ANALYSIS SUMMARY
11/18/22 Expenditure Analysis

YOUTH PROGRAMS

Note: follow-up year excluded from completion percentage

2022/2023 CONTRACTS					
CONTRACTOR: CAMDEN COUNTY OEO - YOUTH SERVICES 2022-2023					
CONTRACT NUMBER: Y-02-22		100% time completed		OPEN	
CONTRACT PERIOD: 7/1/22-6/30/23		13% \$ documented		Add1 enrollments needed for NEXT award increase	
AWARDED TO DATE:	81,250.00	13			12
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	121,875.00	20,261.59	40,675.91	60,937.50	
Benchmarks	40,625.00	975.00	580.36	39,069.64	
Total Contract	162,500.00	21,236.59	41,256.27	100,007.14	87%
Number of Enrollments	25	1	4% enrolled to date		potentially lost
achieved benchmark 2	YY/OY Doc meas. skills gains	0	0% of enrollments		
achieved benchmark 3	YY/OY Doc. of Cred. Attainment	0	0% of enrollments		
achieved benchmark 4	YY/OY Doc placement in employ. and/or educ.	0	0% of enrollments		
WORK EXPERIENCE MINIMUM	32,500.00	2,929	Expended	29,571.42	Balance

CONTRACTOR: THE WORK GROUP - YOUTH SERVICES 2022-2023					
CONTRACT NUMBER: Y-01-22		100% time completed		OPEN	
CONTRACT PERIOD: 7/1/22-6/30/23		25% \$ documented		Add1 enrollments needed for NEXT award increase	
AWARDED TO DATE:	175,500.00	27			16
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	263,250.00	79,069.56	52,555.44	131,625.00	
Benchmarks	87,750.00	7,150.00	15,860.02	64,739.98	
Total Contract	351,000.00	86,219.56	68,415.46	196,364.98	75%
Number of Enrollments	54	11	20% enrolled to date		potentially lost
achieved benchmark 2	YY/OY Doc meas. skills gains	0	0% of enrollments		
achieved benchmark 3	YY/OY Doc. of Cred. Attainment	0	0% of enrollments		
achieved benchmark 4	YY/OY Doc placement in employ. and/or educ.	0	0% of enrollments		
WORK EXPERIENCE MINIMUM	70,200.00	23,869	Expended	46,331.22	Balance

2021/2022 CONTRACTS					
CONTRACTOR: CAMDEN COUNTY OEO - YOUTH SERVICES 2021-2022					
CONTRACT NUMBER: Y-02-21		100% time completed		OPEN	
CONTRACT PERIOD: 7/1/21-6/30/22		85% \$ documented		READY FOR NEXT AWARD	
AWARDED TO DATE:	175,500.00				6,12,18
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	90,000.00	90,000.00	-	-	
Benchmarks	60,000.00	36,878.55	16,406.19	6,715.26	
Total Contract	150,000.00	126,878.55	16,406.19	6,715.26	15%
Number of Enrollments	25	19	76% enrolled to date		potentially lost
achieved benchmark 2	YY Doc attain skills gain	16	84% of enrollments		
achieved benchmark 3	YY HS Diploma/GED w/in time frames	4	21% of enrollments		
achieved benchmark 4	YY Doc p/m/military/pct-seodry	0	0% of enrollments		
WORK EXPERIENCE MINIMUM	30,000.00	34,737	Expended	(4,736.72)	Balance

CONTRACTOR: THE WORK GROUP - YOUTH SERVICES 2021-2022					
CONTRACT NUMBER: Y-01-21		100% time completed		OPEN	
CONTRACT PERIOD: 7/1/21-6/30/22		71% \$ documented		Add1 enrollments needed for NEXT award increase	
AWARDED TO DATE:	175,500.00	-29			15,30,45
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	216,000.00	153,945.42	62,054.58	-	
Benchmarks	144,000.00	103,287.59	21,317.77	19,394.64	
Total Contract	360,000.00	257,233.01	83,372.35	19,394.64	29%
Number of Enrollments	60	44	73% enrolled to date		potentially lost
achieved benchmark 2	YY Doc attain skills gain	43	98% of enrollments		
achieved benchmark 3	YY HS Diploma/GED w/in time frames	36	82% of enrollments		
achieved benchmark 4	YY Doc p/m/military/pct-seodry	11	25% of enrollments		
WORK EXPERIENCE MINIMUM	72,000.00	71,997	Expended	2.60	Balance

CONTRACT ANALYSIS SUMMARY
11/18/22 Expenditure Analysis

CLOTHING SERVICES

2022/2023 CONTRACTS

CONTRACTOR: The Work Group Clothing Services - 2022/2023 Tanf				
CONTRACT NUMBER: T/SS-01-22		100% time completed		
CONTRACT PERIOD: 7/1/22-6/30/23		0% \$ documented		OPEN
AWARDED TO DATE:	6,750.00	135	Add'l enrollments needed for next award increase	135
	BUDGET	ACTUAL AMT	POTENTIALLY	AMOUNT
		DOCUMENTED	PAYABLE	NOT UTILIZED
Cost Reimbursement	10,125.00	-	5,062.50	5,062.50
Benchmarks	3,375.00	-	-	3,375.00
Total Contract	13,500.00	-	5,062.50	8,437.50
				100% potentially lost
Number of Enrollments	270	0	0% enrolled to date	

CONTRACTOR: The Work Group Clothing Services - 2022/2023 GA				
CONTRACT NUMBER: G/SS-01-22		100% time completed		
CONTRACT PERIOD: 7/1/22-6/30/23		1% \$ documented		OPEN
AWARDED TO DATE:	1,725.00	35	Add'l enrollments needed for next award increase	35
	BUDGET	ACTUAL AMT	POTENTIALLY	AMOUNT
		DOCUMENTED	PAYABLE	NOT UTILIZED
Cost Reimbursement	2,587.50	-	1,293.75	1,293.75
Benchmarks	862.50	25.00	-	837.50
Total Contract	3,450.00	25.00	1,293.75	2,131.25
				99% potentially lost
Number of Enrollments	0	0	#DIV/0! enrolled to date	

2021/2022 CONTRACTS

CONTRACTOR: The Work Group Clothing Services - 2021/2022 Tanf				
CONTRACT NUMBER: T/SS-01-21		100% time completed		
CONTRACT PERIOD: 7/1/21-6/30/22		15% \$ documented		OPEN
AWARDED TO DATE:	3,350.00	90	Add'l enrollments needed for next award increase	90,180,270
	BUDGET	ACTUAL AMT	POTENTIALLY	AMOUNT
		DOCUMENTED	PAYABLE	NOT UTILIZED
Cost Reimbursement	8,100.00	2,010.00	-	6,090.00
Benchmarks	5,400.00	-	-	5,400.00
Total Contract	13,500.00	2,010.00	-	11,490.00
				85% potentially lost
Number of Enrollments	270	0	0% enrolled to date	

CONTRACTOR: The Work Group Clothing Services - 2021/2022 GA				
CONTRACT NUMBER: G/SS-01-21		100% time completed		
CONTRACT PERIOD: 10/1/20-6/30/21		15% \$ documented		OPEN
AWARDED TO DATE:	850.00	17	Add'l enrollments needed for next award increase	17,34,51
	BUDGET	ACTUAL AMT	POTENTIALLY	AMOUNT
		DOCUMENTED	PAYABLE	NOT UTILIZED
Cost Reimbursement	2,070.00	510.00	-	1,560.00
Benchmarks	1,380.00	-	-	1,380.00
Total Contract	3,450.00	510.00	-	2,940.00
				85% potentially lost
Number of Enrollments	69	0	0% enrolled to date	

CONTRACT ANALYSIS SUMMARY
11/18/22 Expenditure Analysis

BEGINNING 7/1/2022 - TANF CONTRACTS

Grand Totals				
Budgeted CR/BM	Actual CR/BM	Pending CR/BM	Need Enrollments	Total Not Documented
\$492,000.00	\$46,339.18	\$150,803.08	\$294,857.74	\$445,660.82

2022/2023 CONTRACTS

CONTRACTOR: Camden County College CWEP w/Job Skills - 2022/2023 Tanf				
CONTRACT NUMBER: T/CW-01-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 9% \$ documented				
AWARDED TO DATE:	85,000.00	27	OPEN	27
			Add'l enrollments needed for NEXT award increase	
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	129,000.00	14,179.34	50,320.66	64,500.00
Benchmarks	43,000.00	1,200.00	2,630.55	39,169.45
Total Contract	172,000.00	15,379.34	52,951.21	103,669.45
				91%
Number of Enrollments	43	3	7% enrolled to date	potentially lost
achieved benchmark 2		0	0% of enrollments	
achieved benchmark 3		0	0% of enrollments	cost cost per
achieved benchmark 4		0	0% of enrollments	

CONTRACTOR: Camden County College ESL CWEP w/Job Skills - 2022/2023 Tanf				
CONTRACT NUMBER: T/ESL-01-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 6% \$ documented				
AWARDED TO DATE:	42,000.00	11	OPEN	11
			Add'l enrollments needed for NEXT award increase	
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	63,000.00	5,312.46	26,187.54	31,500.00
Benchmarks	21,000.00	-	-	21,000.00
Total Contract	84,000.00	5,312.46	26,187.54	52,500.00
				94%
Number of Enrollments	21	0	0% enrolled to date	potentially lost
achieved benchmark 2		0	#DIV/0! of enrollments	
achieved benchmark 3		0	#DIV/0! of enrollments	cost cost per
achieved benchmark 4		0	#DIV/0! of enrollments	

CONTRACTOR: Camden County OEO CWEP w/Job Skills - 2022/2023 Tanf				
CONTRACT NUMBER: T/CW-03-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 7% \$ documented				
AWARDED TO DATE:	88,000.00	22	OPEN	22
			Add'l enrollments needed for NEXT award increase	
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	132,000.00	9,749.38	56,250.62	66,000.00
Benchmarks	44,000.00	2,400.00	2,711.72	38,888.28
Total Contract	176,000.00	12,149.38	58,962.34	104,888.28
				93%
Number of Enrollments	44	4	9% enrolled to date	potentially lost
achieved benchmark 2		4	100% of enrollments	
achieved benchmark 3		0	0% of enrollments	cost cost per
achieved benchmark 4		0	0% of enrollments	

CONTRACTOR: CENTER FOR FAMILY SERVICES CWEP w/Occu Skills - 2022/2023 Tanf				
CONTRACT NUMBER: T/CW-02-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 22% \$ documented				
AWARDED TO DATE:	30,000.00	8	OPEN	8
			Add'l enrollments needed for NEXT award increase	
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	45,000.00	10,698.01	11,801.99	22,500.00
Benchmarks	15,000.00	2,799.99	900.00	11,300.01
Total Contract	60,000.00	13,498.00	12,701.99	33,800.01
				78%
Number of Enrollments	15	3	20% enrolled to date	potentially lost
achieved benchmark 2		3	100% of enrollments	
achieved benchmark 3		3	100% of enrollments	cost cost per
achieved benchmark 4		0	0% of enrollments	

List	Total Available TANF Slots	Actual BM Attained	% of Total BM Attained
Total TANF	123	10	8%
BM 2		7	
BM 3		3	
BM 4		0	

CONTRACT ANALYSIS SUMMARY
11/18/22 Expenditure Analysis

BEGINNING 7/1/2021 - GA/SNAP CONTRACTS

Grand Totals				
Budgeted CR/BM	Actual CR/BM	Pending CR/BM	Need Enrollments	Total Not Documented
\$220,000.00	\$15,511.52	\$66,988.48	\$137,500.00	\$204,488.48

2022/2023 CONTRACTS

CONTRACTOR: Camden County College CWEP w/Job Skills - 2022/2023GA				
CONTRACT NUMBER: G/CW-01-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 2% \$ documented				
				OPEN
AWARDED TO DATE:	44,000.00	11	Add'l enrollments needed for NEXT award increase	11
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	66,000.00	1,861.67	31,138.33	33,000.00
Benchmarks	22,000.00	-	-	22,000.00
Total Contract	88,000.00	1,861.67	31,138.33	55,000.00
Number of Enrollments	22	0	0% enrolled to date	98% potentially lost
achieved benchmark 2		0	#DIV/0! of enrollments	
achieved benchmark 3		0	#DIV/0! of enrollments	did cost per
achieved benchmark 4		0	#DIV/0! of enrollments	#DIV/0!

CONTRACTOR: Camden County College ESL CWEP w/Job Skills - 2022/2023GA				
CONTRACT NUMBER: G/ESL-01-22 100% time completed				
CONTRACT PERIOD: 7/1/21-6/30/22 11% \$ documented				
				OPEN
AWARDED TO DATE:	18,000.00	5	Add'l enrollments needed for NEXT award increase	5
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	27,000.00	3,980.35	9,519.65	13,500.00
Benchmarks	9,000.00	-	-	9,000.00
Total Contract	36,000.00	3,980.35	9,519.65	22,500.00
Number of Enrollments	9	0	0% enrolled to date	89% potentially lost
achieved benchmark 2		0	#DIV/0! of enrollments	
achieved benchmark 3		0	#DIV/0! of enrollments	did cost per
achieved benchmark 4		0	#DIV/0! of enrollments	#DIV/0!

CONTRACTOR: Camden County OEO CWEP w/Job Skills - 2022/2023 GA				
CONTRACT NUMBER: G/CW-02-22 100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23 10% \$ documented				
				OPEN
AWARDED TO DATE:	48,000.00	12	Add'l enrollments needed for NEXT award increase	12
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED
Cost Reimbursement	72,000.00	9,669.50	26,330.50	36,000.00
Benchmarks	24,000.00	-	-	24,000.00
Total Contract	96,000.00	9,669.50	26,330.50	60,000.00
Number of Enrollments	24	0	0% enrolled to date	90% potentially lost
achieved benchmark 2		0	#DIV/0! of enrollments	
achieved benchmark 3		0	#DIV/0! of enrollments	did cost per
achieved benchmark 4		0	#DIV/0! of enrollments	#DIV/0!

List	Total Available TANF Slots	Actual BM Attained	% of Total BM Attained
Total GA/SNAP	55	0	0%
BM 2		0	
BM 3		0	
BM 4		0	

Camden County Workforce Development Board
Fund Balance Report
As of 11/18/2022

FY 2022

	Budget	Expended	% Expended	Remaining Balance	% Remaining
WIOA Admin					
Adult	125,515	98,888	78.8%	26,627	21.2%
Youth	125,515	98,888	78.8%	26,627	21.2%
Dislocated Worker	125,515	98,890	78.8%	26,625	21.2%
WIOA Program					
Adult	1,148,857	296,413	25.8%	852,444	74.2%
Youth	1,295,961	679,981	52.5%	615,980	47.5%
Dislocated Worker	1,262,684	278,729	22.1%	983,955	77.9%
WIOA Total	4,084,047	1,551,789		2,532,258	
WIOA Other	12,971	12,971	100.0%	-	0.0%

WFNJ Admin					
TANF	406,624	392,689	96.6%	13,935	3.4%
GA/SNAP	154,354	152,688	98.9%	1,666	1.1%
WFNJ Program					
TANF	2,754,244	2,283,125	82.9%	471,119	17.1%
GA/SNAP	1,021,913	694,232	67.9%	327,681	32.1%
WFNJ Total	4,337,135	3,522,734		814,401	
WFLL Admin					
	6,650	4,156	62.5%	2,494	37.5%
WFLL Program					
	88,350	84,289	95.4%	4,061	4.6%
WFLL Total	95,000	88,445		6,555	

FY 2023

	Budget	Expended	% Expended	Remaining Balance	% Remaining
WIOA Admin					
Adult	128,381	54,037	42.1%	74,344	57.9%
Youth	130,000	48,187	37.1%	81,813	62.9%
Dislocated Worker	131,007	13,429	10.3%	117,578	89.7%
WIOA Program					
Adult	1,167,432	132,170	11.3%	1,035,262	88.7%
Youth	1,177,168	150,057	12.7%	1,027,111	87.3%
Dislocated Worker	1,183,387	62,143	5.3%	1,121,244	94.7%
WIOA Total	3,917,375	460,022		3,457,353	
WIOA Other	12,971	-	0.0%	12,971	100.0%
WFNJ Admin					
TANF	381,104	22,529	5.9%	358,575	94.1%
GA/SNAP	139,352	12,193	8.7%	127,159	91.3%
WFNJ Program					
TANF	2,794,764	115,340	4.1%	2,679,424	95.9%
GA/SNAP	1,021,915	35,594	3.5%	986,321	96.5%
WFNJ Total	4,337,135	185,656		4,151,479	
WFL Admin	5,340	4,594	86.0%	746	14.0%
WFL Program	56,660	28,588	50.5%	28,072	49.5%
WFL Total	62,000	33,182		28,818	

PROGRAM EVALUATOR REPORT

Bridget Henderson, Program Evaluator, Workforce Development Board

Comments:

- Awaiting the following documents from One-Stop to begin Youth Work Experience monitoring. (Previous cohort was sent the incorrect contracts, will be monitoring the next cohort once they begin).
 - Worksite agreements.
 - Worksite data and authorization for each site.
 - Worksite information data sheet for each site.
 - Confirmation of the timely submission of participant timesheets for each site.
 - Worksite’s contact information.

Program Evaluator Report – November 2022

Current ITA Contracts Fully Executed: 26

ITA Contracts Being Processed:

- Jan's Cosmetology Academy- Awaiting proper contract materials and wet signatures
- Rutgers University Executive Education-Camden-Thought their contract was for two years, sent them contract materials to complete their contract for this year.

Completed Monitoring:

- Training Provider-Mike's Driving School 10/27/2022
 - No corrective action required.
 - No recommended actions.
- Training Provider-ASI Career Institute 11/1/2022
 - No corrective action required.
 - Recommended actions: Include a section in the student handbook that clearly lays out course completion requirements.
- Training Provider- American Training Center 11/1/2022
 - No corrective action required.
 - No recommended actions.
- Youth WIOA-Camden County OEO 11/7/2022
 - No corrective action required.
 - Recommended actions Adding an "admissions requirements" and "assessment" section to student handbook. Sending over an updated worker's compensation document (close to expiration date).
- TANF-Center for Family Services TIP 11/9/2022
 - No corrective action required.
 - No recommended actions.

Scheduled Monitoring:

- Abundant Training Institute-11/18/2022
 - Conducting a virtual monitoring.

Monitoring Scheduling Request Sent:

- ITA- Starlight Medical

Fully Executed ITA Contracts

- A1 Allied Health Training Institute
- Abundant Training Institute
- Academy Of Healthcare Excellence
- American Training Center
- ASI Career Institute
- Avtech Institute of Technology
- Bordentown Driver Training School dba Smith & Solomon Driver Training School
- Camden County College - Academic
- Camden County College - Corporate Center
- Empire Beauty School - Cherry Hill Campus

- Lincoln Technical Institute
- Merit Training Institute
- Rutgers University School of Communication & Information
- Mike's Driving School, Inc
- Orleans Technical College (formerly JEVS Human Services)
- Pennco Tech – Blackwood
- Rizzieri Aveda School
- Robotech CAD Solutions
- Rowan College of SJ - Gloucester Campus
- Rowan College of SJ - Cumberland Campus
- Starlight Medical
- American Institute - Cherry Hill Campus
- Career Technical Institute
- Innovate Salon Academy – Ewing
- LivWell Academy
- LasComp Institute of IT

CAMDEN COUNTY ONE-STOP CAREER CENTER

Laurie Maguire – Manager, MIS and Nidia Sinclair – Manager, Youth One-Stop

Youth Work Experience

- Jyi Peterson has 8 participants ready to begin the next Youth Work Experience cohort. Diana Plaza is reaching out to reconnect with the youth who did not participate in the previous cohort before their eligibility lapses. The start date of the next cohort has not been determined.
- Laurie, Frank and Nidia discussed an issue with the WorkFirst RFP and contracts that were extended in June. Laurie explained that the referral process in the RFP for WorkFirst/SNAP/GA is outdated and affecting the One-Stop's ability to spend its allotted funds. The current referral language allows providers to completely bypass the One-Stop and MIS and to send individuals to other programs. Changing the referral process needs to be considered as it is critical to spending the balance of the funds for the contract year. There is a clause that allows changes if the State is mandating that something needs to be done, which does not require the approval of the providers. Leslie Williams asked for documentation of the mandate regarding the referral process, Laurie's proposed change to the RFP and the current contract language will be circulated to the Systems Performance Committee for review.
- Nidia stated that a flow chart was provided to Ahmad McDougale and Denise Taguwa at their request. She, Laurie and Frank have worked on a flow chart internally as to how the process will begin to work once the proposed necessary changes are approved and implemented, allowing funding to be spent the way that it is intended. The change will provide the One-Stop the opportunity to have the Board of Social Services doing the referrals to the employment and training entity, which gives the One-Stop more bodies for CWEP and training, etc. The modification needs to be made to require that providers send referrals through the One-Stop MIS for entry into the AOSOS prior to participation in any program.
- Laurie stated the RFP originated from the WDB and requires WDB approval to change. The One-Stop needs to also provide supportive services that the Board doesn't provide with allotted funds. With the One-Stop currently being skipped over in current referral language of the extended RFP, it makes it very difficult to know the needs of the participants being served or not being served and to know if a provider denies them services, so efforts can be made to assist them.

- Jeff asked Laurie to provide all of the relevant RFP information and the proposed change regarding the referral process to the Systems Performance Committee for review and approval for modification by a vote that can be done prior to the next committee meeting.

COMMITTEE UPDATES AND FINAL REMARKS

Jeffrey Swartz, Workforce Development Board

- The quarterly board meeting is Wednesday, December 14, 2022 at 9:00 am. The in-person meeting will take place in Roosevelt Hall at Camden County College-Blackwood. A full breakfast will be served at 8:30 am. Jeff asked attendees to notify Alex if they wish to attend to ensure an accurate head count for the catering order.

ADJOURNMENT

Pat Abusi asked for a motion to adjourn. Frank Cirii made the first motion, seconded by Leslie Williams. By majority vote to the affirmative the motion carried, and the meeting was adjourned at 9:46 am.

The next System Performance Committee meeting is scheduled for Friday, February 17, 2022 @9:00 am via Zoom conferencing.

Submitted by:

Debra Vaughn

Administrative Assistant to the Executive Director