



**WORKFORCE DEVELOPMENT BOARD**

*Supporting the Development and Retention of a World Class Workforce*

*Jeffrey S. Swartz, Executive Director*

*Carl A. Donato Jr., Chair*

**Youth Investment Council Meeting Minutes  
Wednesday, December 10, 2025 via Zoom**

**ATTENDANCE**

| Name                               | Title                          | Organization                     | Trustee Member | 26-Feb | 23-Apr | 11-Jun | 27-Aug | 29-Oct | 10-Dec |
|------------------------------------|--------------------------------|----------------------------------|----------------|--------|--------|--------|--------|--------|--------|
| <b>Roth-Gutman, Jill (CHAIR)</b>   |                                | Roth-Gutman Law, LLC             | X              |        |        | X      | X      | X      | X      |
| Allen, Niquera                     |                                |                                  |                |        |        |        |        | X      |        |
| Banks, Evangeline                  | JJC Court Liason               | Juvenile Justice Commission      |                | X      |        |        |        |        |        |
| Boucher, Shaneka                   |                                | City of Camden                   |                |        |        |        |        |        |        |
| Boyd, Carl                         |                                | Community Liaison for the        |                | X      |        |        |        |        |        |
| Cirii, Frank                       | Local Area Operations Director | Camden County One-Stop           | X              |        |        |        |        |        |        |
| Clark, Justin                      |                                | Office of Adult Literacy (NJCOL) |                |        |        | X      | X      |        |        |
| Cooper-Vanderlip, Diana            |                                | e-Deuce & Associates, LLC        |                | X      |        |        | X      |        |        |
| Davis, Rodney                      |                                | Turner Construction              |                |        | X      |        | X      | X      |        |
| Floyd, Kwame                       |                                | Teacher Apprenticeship           |                |        |        |        |        |        |        |
| Green Aurella                      |                                | Camden County College            |                |        |        |        |        | X      |        |
| Godorov, Lori                      | Executive Director             | The Work Group                   | X              | X      |        |        |        |        |        |
| Gorman, Ginger                     |                                | Winslow Township High School     |                |        |        |        |        |        | X      |
| Jenkins, Marcell                   |                                | Winslow Township High School     |                | X      |        |        |        |        |        |
| Maguire, Laurie                    |                                | Camden County One-Stop           |                |        | X      |        |        |        |        |
| Nobles, Shaniqua                   |                                | CPAC                             |                | X      |        |        |        |        |        |
| Peterson, Jyi                      | Youth Counselor                | Camden County One-Stop           |                |        | X      |        |        |        | X      |
| Pilla, Michele                     |                                | Wholesome Riches                 |                |        |        |        | X      |        |        |
| Randall, Angela                    |                                | Strength in Surviving            |                |        | X      |        | X      | X      | X      |
| <b>Rosado, Joeliza, Vice Chair</b> |                                | Truist Bank                      |                | X      | X      | X      | X      | X      | X      |
| Selby, Andrew                      |                                | CPAC                             |                | X      |        |        |        |        |        |
| Smith, Quaison                     |                                |                                  |                |        |        |        |        | X      |        |
| Velasquez, Gil                     |                                | Superior Court of New Jersey     |                |        |        | X      | X      | X      | X      |
| Jacquelline Sapio                  |                                | First Tee                        |                |        | X      | X      |        |        |        |
| Richelle Hardison                  |                                | WDB                              |                |        |        |        | X      |        |        |
| Michelle Rohan                     |                                | WDB                              |                | X      | X      | X      | X      |        |        |
| Swartz, Jeffrey S.                 | Executive Director             | WDB                              |                | X      | X      |        | X      | X      | X      |
| Vaughn, Debra                      |                                | WDB                              |                | X      | X      | X      |        | X      | X      |

**WELCOME**

Jill Roth-Gutman, Youth Committee Chair, called the meeting to order at 10:37 AM. and asked for a motion to approve the minutes from October 29, 2025. Motion was made by Gil Velasquez seconded by Joeliza Rosado. By a majority vote to the affirmative, the minutes were approved.

**YOUTH FOCUS GROUP AND ADVISORY BOARD PROGRESS UPDATE**

Gil Velasquez, Superior Court of NJ/Probation

**Initial Meeting Challenges**

- The first youth advisory board meeting encountered significant obstacles:
- Low attendance due to transportation barriers
- Unsuitable venue that did not meet youth needs
- Difficulty reaching target demographic of diverse youth aged 16-24

**Solutions Identified**

The committee developed a comprehensive action plan to address these challenges:



**WORKFORCE DEVELOPMENT BOARD**

*Supporting the Development and Retention of a World Class Workforce*

*Jeffrey S. Swartz, Executive Director*

*Carl A. Donato Jr., Chair*

- New Venue: Family Support Organization (Camden County Family Support Organization) in Cherry Hill
- Provides a safe, welcoming space for youth
- Can offer snacks and refreshments
- More accessible location

**Promotional Strategy:**

- Create and distribute flyers to promote the youth focus group
- Target diverse youth from various community sectors
- Focus on youth not currently involved in the justice system
- Recruit participants aged 16-24

**Meeting Format:**

- Hybrid approach: both in-person and virtual options
- First meeting will be in-person to identify and engage youth participants
- Subsequent meetings may offer virtual attendance options

**College Partnership Strategy**

- Gil Velasquez proposed leveraging college programs to recruit youth participants:
- Target Programs: EOF (Educational Opportunity Fund), TRIO, Gateway, and ABS programs at Camden County College
- Coordination: Work directly with college leadership and program directors
- Commitment: Each program director to send two youth participants
- Benefit: Brings young people from different community locations and backgrounds
- Transportation Considerations
- The committee acknowledged that traditional solutions like bus tickets are not effective for today's youth, necessitating creative approaches to ensure attendance.

**Timeline & Scheduling**

- Youth Focus Group Meeting
- Timing: Second or third week of January (post-holiday period)
- Location: Family Support Organization in Cherry Hill
- Coordinators: Gil Velasquez and Angela

**ONE STOP UPDATE**

Jyi Peterson

Jyi provided insights into the Youth One Stop operations:

**Key Challenges Identified:**

- Many youth participants struggle with basic skills
- Need for employment-focused support and preparation



**WORKFORCE DEVELOPMENT BOARD**

*Supporting the Development and Retention of a World Class Workforce*

*Jeffrey S. Swartz, Executive Director*

*Carl A. Donato Jr., Chair*

- Gap between current skill levels and job market requirements

**Proposed Support Strategies:**

- Mock Interviews: Jyi to consider creating volunteer sign-up for mock interview practice
- Tutoring Partnerships: Exploring potential high school tutoring partnerships (pending feedback on youth client comfort levels)
- Focus on building foundational employment skills

**ADULT BASIC SKILLS (ABS) PROGRAM PROMOTION**

Aurella Green, Camden County College

The committee coordinated efforts to promote the ABS program:

- Aurella Green to send program flyer to entire committee via reply all
- Intake date for new participants is January 5<sup>th</sup>
- Ginger Gorman to request flyers for community distribution
- Broad distribution strategy to reach diverse youth populations

**WORKFORCE DEVELOPMENT BOARD UPDATES**

Jeffrey S. Swartz

**Planning & Compliance**

- **Local Plan**
  - Successfully submitted to the state
  - No comments received from state review
- **Regional Plan**
  - Awaiting further direction from the state
- **Audits**
  - Both monitoring and fiscal audits are ongoing
  - No major issues identified to date

**New Youth-Focused Programs**

- **EMT Training Program**
  - Emergency Medical Technician certification pathway
  - Provides career opportunities in healthcare and emergency services
- **Aviation Maintenance Technician Apprenticeship**
  - Apprenticeship program in aviation maintenance
  - Opens doors to high-demand technical careers
- **The Quarterly Board Meeting**
  - Commissioner Director Louis Cappelli will provide a year-end county wrap-up at the quarterly meeting on December 17<sup>th</sup> at Camden County College.



WORKFORCE DEVELOPMENT BOARD

*Supporting the Development and Retention of a World Class Workforce*

*Jeffrey S. Swartz, Executive Director*

*Carl A. Donato Jr., Chair*

**NEXT STEPS**

- Gil and Angela: Schedule youth focus group meeting for second or third week of January at FSO location (Camden County Family Support Organization, 1030 Kings Hwy N., Suite 210, Cherry Hill Township, NJ)
- Gil: Create and distribute flyer for youth focus group to committee members
- Gil: Connect offline with Aurella to coordinate youth recruitment from EOF, TRIO, Gateway, and ABS programs
- Aurella: Send ABS program flyer via reply all to entire committee for January 5<sup>th</sup> intake
- Ginger: Send email to Aurella to receive ABS program flyers for community distribution
- Jyi: Consider creating sign-up for mock interview volunteers if beneficial for youth program
- Jyi: Think about and provide feedback on whether high school tutoring partnerships would be comfortable for youth clients

**ADJOURNMENT**

Motion was adjourn made by Jyi Peterson, seconded by Angela Randall. By majority vote to the affirmative, the meeting adjourned at 11:38 AM.

**The next Youth Investment Committee Meeting will be held on February 25, 2026 at 10:30 AM on ZOOM.**

**The next quarterly Board of Trustees meeting will be held on December 18, 2025 at Camden County College/Blackwood Campus in Roosevelt Hall/Room 102 at 8:30 AM. Breakfast will be provided. Board members should RSVP to ensure quorum.**

Respectfully submitted by: Debra Vaughn, Executive Assistant