



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

ABILITIES COMMITTEE MEETING MINUTES, THURSDAY, NOVEMBER 14, 2024 (ZOOM)

ATTENDANCE

Table with 5 columns: Name, 12-Sep-24, 10-Oct-24, 14-Nov-24, 12-Dec-24. Lists attendees and their attendance status for each date.

WELCOME

Carl Donato, WDB Chair, greeted the attendees and called the meeting to order at 8:34 AM.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

Carl asked for a motion to approve the minutes of the November 14, 2024 meeting. Motion was made by Kimberly Quigley and seconded by Jeffrey Swartz. With a majority vote to the affirmative, the motion carried and the minutes for the meeting held on November 14, 2024 were approved.

QUICK RECAP: The meeting focused on holiday preparations, introductions of new team members, and the success of recent webinars and events. The team also discussed strategies for promoting the hiring of individuals with disabilities, including organizing events, targeted hiring events, and potential collaborations with other groups.



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NEXT STEPS: Monica to present options for Tri-state HR events to the board and report back to the group. Meghan to send the clothing drive flyer to Michelle for promotion on the Workforce Development Board website and social media. Jeffrey to reach out to Patty DiRenzo about speaking on mental health at a future meeting.

Carl to meet with Marlyn to discuss literacy group involvement in 2025 events.

Irene to explore possibility of partnering with OFCCP on their targeted hiring event in Edison.

Michelle to remove Eric from the distribution list.

SUMMARY

Holiday Preparations and Upcoming Meeting: The meeting began with Carl and Jeffrey discussing their holiday preparations and the upcoming event with the kids from Legacy. Jeffrey introduced Kwame Floyd, who is with the Teacher Apprenticeship Network, and they welcomed him to the group.

Webinar and Lunch and Learn Success: Carl and Meghan discussed the success of their recent webinar and lunch and learn event. They noted that the events were well-received, with engaged participants and valuable discussions. Meghan mentioned that the lunch and learn was a follow-up to the webinar, aimed at providing necessary paperwork for employers to hire people with different abilities. Carl expressed his appreciation for Meghan's organization and hosting of the events. They also discussed the possibility of expanding the events in the future, with Meghan suggesting a larger event in the spring or next year.

HR Community Engagement Options: Monica proposed two options for continuing the topic with the HR community: a mini session during their monthly meetings and a workshop at their annual conference in May. The group, including Meghan, Carl, and Jeffrey, expressed interest in both ideas. Monica suggested that the mini session could be a teaser for the longer version at the conference. The group agreed to discuss these ideas further at their board meeting that night. Monica also mentioned the possibility of enhancing the webinar proposal she had prepared for the HR community.

Promoting Disability Hiring and Events: In the meeting, the team discussed strategies for promoting the hiring of individuals with disabilities. They considered organizing two events for the rest of the year: a clothing drive for professional attire and a focus on project search students transitioning into the workforce. The team also discussed the possibility of a targeted hiring event to bring employers and potential employees together. Additionally, they discussed the idea of offering an online lunch and learn in the spring to reach more employers. The team agreed to follow up with employers who attended the previous lunch and learn event and to continue promoting the benefits of hiring individuals with disabilities.

Scheduling Call with Marlyn, Event Planning: Carl proposed scheduling a call with Marlyn, the Chair of the literacy group, to discuss potential involvement in the upcoming event. The team also discussed the possibility of scheduling a targeted hiring event in October or September, with the idea of keeping the momentum going from a previous lunch and learn event. The next steps include Carl meeting with Marlyn to discuss her thoughts and plans, and then focusing on the next steps in the January 9th meeting.



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Targeted Hiring Event Planning Discussed: In the meeting, Jeanne Storm clarified the concept of a targeted hiring event with Irene and Jeannie. They explained that it involves matching candidates to specific jobs and setting up interviews at the event. The event can be either in-person or virtual, and it requires significant planning. Irene shared her experience with successful targeted hiring events, highlighting the importance of tracking numbers and getting feedback from employers. Jeannie suggested that different people would need to be assigned to different employers and their jobs for such events. The team also discussed the potential for future targeted hiring events, with Irene expressing her preference for this approach due to its effectiveness in securing job placements.

Recruitment Event and Location Discussion: Irene discussed a recruitment event planned for June or July with Federal contractors, overseen by the Office of Federal Contract Compliance Programs (OFCCP). However, there was a discussion about changing the location from Edison to Camden County. Monica suggested that the Diversity and Volunteer Resources (DVR) committee could contribute to this event, potentially reducing the workload. Jeannie proposed the idea of having a smaller version of the event in Camden County, with the OFCCP spearheading it.

Exploring Speaker Topics for Meetings: In the meeting, Carl discussed the idea of inviting speakers to educate the group on various topics, including dual diagnosis challenges and the experiences of justice-impacted individuals. He mentioned that Patty Lorenzo, who oversees a mental health department in Camden County, could be a potential speaker for a discussion on dual diagnosis. Carl also expressed interest in having a speaker discuss the challenges faced by justice-impacted individuals. Jeffrey agreed with the idea, emphasizing the importance of understanding that ability challenges can also be intellectual, not just physical. The team agreed to consider these suggestions for future meetings.

Upcoming Quarterly Meeting and Activities: Jeffrey and Carl discussed the upcoming quarterly meeting on December 18th at the Blackwood campus of Camden County College. They emphasized the importance of RSVPs for food and quorum purposes. Carl also mentioned a planned activity for positivity and celebration. Kwame and Rob expressed their appreciation for the meeting and their interest in contributing to the committee's work. The conversation ended with a motion to adjourn.

ADJOURNMENT

Carl asked for a motion to adjourn. Motion was made by Monica McClintock and seconded by Jeff Swartz. The motion carried with a majority vote to the affirmative and the meeting was adjourned at 9:31 AM.

NEXT MEETING

The next Abilities Committee meeting will be held Thursday, January 9, 2025 at 8:30 AM on Zoom.

Submitted by,
Michelle Rohan, Committee Coordinator