



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

**Operations Committee Meeting Minutes
FRIDAY, December 13, 2024, 9:00 AM (Zoom Conferencing)
1111 MARKKRESS ROAD, SUITE 101, CHERRY HILL, NJ 08003**

ATTENDANCE

COMMITTEE INFORMATION AND ATTENDANCE								
NAME	ORGANIZATION	MEMBER	14-Jun-24	12-Jul-24	6-Sep-24	11-Oct-24	8-Nov-24	6-Dec-24
DeBaere, Gregg T., CHAIR	Atlantic Coast Communications NJ, Inc.	✓	X	X	X	X	X	X
Argenbright, Sarah	NJDVRS		X					
Buscher, Steven	NJ DOL-Unemployment							
Cirii, Frank	Camden County One Stop	✓			X	X	X	X
Connors, Kristi	NJ LWD-Employment Services	✓	X	X	X		X	X
Deitz, Jeff	NJDVRS	✓			X		X	X
Guzman, Elizabeth	NJDVRS							
Maguire, Laurie	Camden County One-Stop							X
McFarland, Salama	Camden County Board of Social Services		X	X		X		X
Jones, Michaela	Camden County Board of Social Services				X			
McIntyre, Stephanie	Camden County Board of Social Services							
Peterson, Jyi	Camden County One-Stop		X	X	X	X	X	
Regensburger, Robert	Lockheed Martin	✓	X	X	Y	X	X	X
Romolini, Eric	Camden County One-Stop		X	X	X	X	X	X
Sinclair, Nidia	Camden County Resource Center		X	X	X	X	X	
Weil, Bob	Conner, Strong & Buckelew	✓	X	X	X	X	X	X
Wemple, Anita	CPAC	✓	X					
Michelle Rohan	WDB						X	X
Gutbezahl, Maayan	WDB		X	X				
Henderson, Bridget	WDB		X					
Hardison, Richelle	WDB					X	X	X
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X
Vaughn, Debra	WDB		X		X	X	X	X
Williams, Leslie J	WDB		X	X	X	X	X	X

Welcome

Gregg DeBaere welcomed attendees and called the meeting to order at 9:06 a.m. Gregg asked for a motion to approve the November 8, 2024, meeting minutes. Frank Cirii made a motion to approve the minutes and seconded by Jeffrey Swartz. With a majority vote to the affirmative, the motion carried and the minutes for November 8, 2024, were approved.

Quick recap

The meeting covered various administrative and operational topics, including scheduling changes, program planning, and staffing issues. Discussions focused on expanding the Summer Youth Program, addressing challenges in unemployment services, and improving coordination between different departments. The team also reviewed data on services provided, discussed potential improvements to customer service, and received updates on various initiatives and partnerships.

Next steps

Frank to coordinate with Jim Rhodes regarding increased county department slots for the Summer Youth Program.



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Leslie to discuss cash flow concerns with Eric regarding the Summer Youth Program. Jeffrey to reach out to Carol Roskopf about potential collaboration for the Summer Youth Program.

Kristi to ask Steve Buscher (UI manager) about attending future meetings.

Jeffrey to contact Carrie at Cathedral Kitchen about getting on the ETPL list.

Leslie to structure the scholarship program with the Atlantic City Electric (ACE) coordinator upon their return in January.

Jeffrey to share WIOA reauthorization updates with the board once received from GSETA.

Board members to RSVP for the quarterly meeting on December 18th.

Jeffrey to set up a meeting with Kelly West and Fran Kuhn to discuss regionalizing learning link monies.

Frank, Eric, and Leslie to finalize the Summer Youth Program grant application by December 16th.

Summary

Scheduling Issues and State Planning: In the meeting, Frank, Bob, Jeffrey, and others discussed scheduling issues due to the end of the year and vacations. Jeffrey updated the team on planning with the State, including a request from GSETA for a federal audit report on New Jersey, which was received. They also discussed the planning for the Summer Youth Work Experience Program (SYWEP).

Summer Youth Program Capacity Discussion: Jeffrey, Leslie, Gregg, and Frank discussed the potential increase in the number of participants for the Summer Youth Program. They acknowledged that an increase could present cash flow and staffing issues, but also recognized the benefits of providing more young people with opportunities. They agreed to finalize a budget and determine if the increased numbers are manageable. The application deadline for the program is the 18th of the month.

Facilities, Staff, and Marketing Updates: Frank discussed the current state of facilities, mentioning no issues with security changes and classroom space. He also mentioned the transition of TIP moving out of the One Stop and the need to modify their plan due to the lack of a literacy grant. Frank also discussed the ongoing issues with staff, particularly the medical leave of a major person in testing. He mentioned the current outreach program and the marketing efforts, including the Parks Guide. Frank also mentioned the resolutions for the Commissioners meeting and the ongoing Regional Transportation Plan.

Work Progress and Candidate Challenges: Salama reported on the progress of their work at the Board of Social Services including the resolution of issues with clients receiving checks and the completion of 73 EPDTs, 66 for GA, 7 for TANF, and 129 CSAs. They also reported on the number of employable referrals and exemptions. Jeff Deitz expressed frustration over the quality of candidates for their open positions, stating they had interviewed around 60 candidates, but none met their expectations. Despite the challenges, they continued to serve clients and participate in programs like Project Search and the Camden County Re-entry program.

Strategic Planning, AI Training, and Outreach: Kristi discussed the strategic planning session she attended with the Assistant Commissioner and Chief, where the Office of Transitional Services presented. She also mentioned the potential for the Summer



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Youth Work Program to be extended year-round, which could help with the check-in system. Kristi also talked about the challenges with the AI training, the tagging of cubicles using the software, Office Space, and the potential for vendors to access AOSOS with tiered access. She also mentioned the transition to Simply Gov for the virtual service request and the need for innovative ideas to track customers and services. Lastly, she discussed the outreach to veterans, noting that many were concerned about losing benefits if they returned to work.

November 2024 Customer Service Trends: Kristi presented data on the number of people served and services provided in November 2024 and 2023. She noted a consistent trend in the percentage of customers served from Camden, Clementon, and Sicklerville. The number of employment services provided also showed a drop in November 2024 compared to November 2023. Gregg and Jeffrey discussed the potential for interagency referrals and the need to track these.

Guards' Roles and Navigators: Kristi, Gregg, Jeffrey, and Frank discussed the impact of recent changes to the guards' roles and the potential for a navigator position to assist with UI-related activities. They agreed that a trained navigator could help guide customers to the correct services. The team also discussed the need for better coordination and customer service across different agencies within the organization. Kristi agreed to reach out to Steve Buscher for his input on these matters.

Business Services Updates: Gregg led the meeting, with various committee members presenting updates. Christy discussed unemployment services, while Bob Weil and Michelle provided updates on Business Services. Jeffrey highlighted a successful presentation by Jeanne Page-Soncrant (BSR at NJDOL) at the Camden County College Apprenticeship Event. Bob Regensburger from Lockheed Martin shared his company's progress in Camden, including new development labs and radar system developments. Bob also mentioned his involvement with Cathedral Kitchen, a training organization for food service skills. However, Jeffrey clarified that they cannot provide financial assistance for training unless it's approved by the ETPL.

WDB Updates and Initiatives Progress: Jeffrey provided updates on various initiatives and programs. Atlantic City Electric curtailed their training program, focusing now on their STEM internship and scholarships. The WDB still had around \$1.1 million from Atlantic City Electric that needs to be spent prudently. The WIOA reauthorization passed key Senate committees, potentially increasing the allowable incumbent worker training funds. The quarterly WDB meeting on December 18th will focus on positivity and successes from the year. Jeffrey also reached out to coordinate regional literacy efforts with other counties that received literacy funding.

Adjournment

Gregg asked for a motion to adjourn. A motion to adjourn was made by Frank Cirii and seconded by Kristi Connors. The meeting adjourned at 10:43a.m.

Submitted by: Michelle Rohan, Committee Coordinator