



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl Donato, Jr., Chair

**OPERATIONS COMMITTEE
MEETING MINUTES
Friday, February 13, 2026, 9:00 AM on Zoom**

ATTENDANCE

NAME	ORGANIZATION	TRUSTEE	10-Jan-25	14-Feb-25	14-Mar-25	11-Apr-25	9-May-25	13-Jun-25	11-Jul-25	5-Sep-25	10-Oct-25	25-Nov-25	12-Dec-25	9-Jan-26	13-Feb-26
Donato, Carl (CHAIR)		✓										X			
Buscher, Steven	NJ DOL-Unemployment													X	
Cirii, Frank	Camden County One-Stop	✓	X	X	X	X	X	X		X	X	X	X	X	X
Connors, Kristi	NJ LWD-Employment Services	✓	X	X	X	X	X	X	X	X	X	X	X	X	X
Deitz, Jeff	NJDVRS	✓			X	X	X			X					X
Gutierrez, Inocencia	Camden County One-Stop				X			X	X		X		X	X	X
Kelly, Sandy	SLK Partners Marketing	✓								X		X			
Maguire, Laurie	Camden County One-Stop			X	X	X	X	X		X	X	X	X	X	X
McFarland, Salama	Camden County Board of Social Svcs		X	X	X	X	X	X	X	X	X	X		X	X
Peterson, Jyi	Camden County One-Stop		X		X	X	X	X	X		X	X	X	X	X
Regensburger, Robert	Lockheed Martin	✓		X	X	X	X	X	X		X	X	X	X	X
Romolini, Eric	Camden County One-Stop		X	X	X	X	X	X	X		X	X	X	X	X
Sinclair, Nidia	Camden County Resource Center		X	X	X	X		X	X		X	X	X	X	X
Weil, Bob	Conner, Strong & Buckelew	✓	X	X	X		X	X	X	X	X	X	X	X	X
Wemple, Anita	CPAC	✓		X							X	X		X	X
Hardison, Richelle	WDB		X		X			X	X	X	X	X	X		
Michelle Rohan	WDB		X	X	X		X	X		X					
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X	X	X	X	X	X	X
Vaughn, Debra	WDB		X	X	X	X	X	X	X	X	X	X	X	X	X
Williams, Leslie J	WDB		X			X	X	X	X		X	X	X	X	X

WELCOME

Jeffrey Swartz welcomed attendees and called the meeting to order at 9:05 AM. He asked for a motion to approve the January 9, 2026 meeting minutes. Motion to approve the minutes was made by Frank Cirii, seconded by Anita Wemple. With a majority vote to the affirmative, the motion carried and the minutes were approved.

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Regional and Local Planning Updates

Leslie provided an update on the regional plan modification process. Cumberland County is partnering with Triad to develop the updated regional plan, which requires board approval by March 31st. The plan modification will need to be put out for public comment before being brought to the full board for approval in March. The plan modification requires:

- Board approval by March 31st
- Public comment period before submission
- Full board approval in March

WDB Certification Process

The local area will need to complete a certification process for the Workforce Development Board (WDB) Timeline and Requirements:

- Certification packets and checklist expected to arrive in early March
- Process will ensure compliance with board membership requirements, policies, and website requirements



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- Jeffrey and WDB staff will begin the certification process upon receipt of materials

ONE STOP UPDATE

Frank Cirii, Local Area Operations Director

Facilities and Operations

- No current space issues at the facilities
- Addition of a camera to the shuttle for enhanced safety measures
- GED testing results from January showing 68 tests administered

Budget Challenges and Strategic Adjustments

Frank detailed significant budget challenges affecting operations, noting that budgets have been cut consistently over the past five years.

Current Restrictions:

- Marketing outreach activities have been temporarily paused due to budget constraints
- New contract writing has been halted to ensure sufficient funding for existing commitments
- Internal operations will continue as usual despite the constraints

Strategic Response

The committee discussed several strategies to address budget limitations:

- Reallocating existing funds to priority areas
- Considering in-house program management to reduce vendor costs
- Planning for budget/contract adjustments and possible money transfers
- Scheduling a systems meeting to address budgetary concerns and potential funding needs

Youth Programs and Initiatives

- Expanded work experience placements for participants
- New statistics available for assessments and GED tests
- Cooper Hospital System has been added as a CWEP (Community Work Experience Program) site
- Jyi continues seeking additional CWEP sites

Reporting Systems Development

Frank, Laurie, and their team are working on developing a live monthly reporting spreadsheet for One Stop activities. The system is still being refined to resolve technical issues.

BOARD OF SOCIAL SERVICES

Salama McFarland, Asst. Administrator, Case Management

Maria Delgado has been promoted to a provisional HSS board position, providing full coverage for all three units in Salama's department.

ABAWD Waiver Extension

- The ABAWD (Able Bodied Adults Without Dependents) waiver for Camden City has been extended until January 31, 2027
- Operational procedures remain unchanged despite the extension
- Required processes include: screenings, completing SNAP 28 forms, mailing SNAP 29 forms, and referring clients to the One Stop



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EBT Card Security Enhancement

Salama mentioned that EBT cards may soon have chips added for enhanced security, bringing them in line with modern payment card standards.

DIVISION OF VOCATIONAL REHABILITATION SERVICES (DVRS)

Jeffery Deitz, Manager

Jeff Dietz discussed ongoing activities:

- Managing vendor relationships
- Conducting community presentations
- Participating in interviews for Vocational Rehabilitation Counselor positions

NJDOL/Employment Services

Kristi Connors, Manager

Kristi provided updates on employment services staffing:

- Kevin Jarvis nominated as Commissioner
- Onboarding of new employment service trainees in progress
- Staffing challenges at the front desk being addressed
- Retired DVOP Declan Callan needs to be removed from the CamdenCounty.com webpage

Performance Metrics and Reporting

Kristi presented data on customer check-ins and services provided:

- 2025-2026 Performance - Steady customer check-ins and services provided
- ABAWD Waiver Impact - Anticipated increases have not materialized as expected
- Performance has remained steady in 2025 and 2026

Website and Communications Updates

The committee identified several website maintenance needs:

- Broken links in career packets and orientation materials need to be addressed
- Information updates need to be sent to Frank Filipek and his assistant Kara Maxwell
- CamdenCounty.com: One Stop page requires updates
- Removal of retired DVOP Declan Callan from the veteran representative listing
- Updated content to be sent to Frank Filipek, Kara Maxwell, Frank Ciri, Jeff Swartz, and Nidia

Unemployment Insurance (UI) Initiatives

UI Concierge Program Proposal

Jeffrey and Kristi have been working on a UI concierge program initiative:

- Data on UI clients was presented to Mike Marich, the acting commissioner
- The concierge program aims to improve service efficiency
- Concerns discussed about potential challenges with high unemployment and long wait times for appointments
- Jeffrey is awaiting response from the new DOL commissioner and the state regarding piloting the program
- Follow-up required to report back to the group on progress



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COMMITTEE UPDATES

Lockheed Martin

Bob Regensburger

Lockheed Martin's Ongoing Activities:

- Active partnerships with educational institutions including Rowan University and Burlington County Institute of Technology
- Willing to explore placing interns from the Summer Youth Work Experience Program (SYWEP)
- Coordination needed between Jeffrey and Bob Regensberger regarding intern placements
- Contact information to be shared as needed

Jeffrey mentioned potential opportunities with L3 Harris for possible intern placements and Atlantic City Electric's SPARK program specifically for Camden residents

Workforce Development Board

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Grant Liaison Position

- The state is implementing a new grant liaison position to improve coordination and communication regarding grants. Jim Manning is handling the implementation.
- Additional staff will be assigned to handle these responsibilities (positions will likely be under Wagner-Peyser rather than WIOA staff)
- Jeffrey will monitor implementation and provide updates to the group

Workforce Development Initiatives

Cooper EMT Program

- Jeffrey provided updates with upcoming meetings scheduled to advance the program.

Aviation Tech Apprenticeship Program

- Advancement with USDOL (U.S. Department of Labor)
- Meeting scheduled with Nicole Field at USDOL for pre-apprenticeship/registered apprenticeship paperwork

Upcoming Events and Conferences

The quarterly board meeting will be held on Zoom on Wednesday, March 18, 2026 at 9:00 AM.

- All partners requested to send success stories to Deb
- Program suggestions also welcome

GSETA Virtual Conference

A GSETA Virtual Conference is scheduled for March 19th with a focus on artificial intelligence and its implications for workforce development.

Jeffrey announced the 2026 GSETA Conference is planned for October at the Ocean Resort in Atlantic City:

- Jeffrey will serve as chair of the conference
- Details to be provided as planning progresses



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NEXT STEPS

All partners:

- Send success stories and program suggestions for the March 18th quarterly board meeting to Deb.

Regional Plan

- Christy DiLeonardo (WDB Director - Cumberland/Salem/Cape May): Lead partnership with Triad to develop the regional plan update and share draft with group for review before March 31st deadline.
- Leslie/Christy: Ensure regional plan modification is put out for public comment and brought to the full board for approval in March.

Frank Ciri/One Stop Staff

- Frank, Eric, Leslie, and Jeff: Develop and present a plan for budget/contract adjustments (including possible money transfers) at the upcoming systems performance meeting.
- Jyi: Continue seeking additional CWEP (Community Work Experience Program) sites and report on progress.
- Frank, Laurie, and team: Continue development of a live monthly reporting spreadsheet for one stop activities and resolve kinks.
- Frank: Ensure the summer youth grant application is on the Commissioners' agenda for the meeting on the 19th and monitor its progress through caucus and approval.

Kristi Connors

- Send updated website content and broken link information to Frank Filipek, Kara Maxwell, Frank Ciri, Jeff Swartz, and Nidia for the One Stop page updates on the CamdenCounty.com website, including removal of Declan Callen as a vet representative.

Jeff Swartz/WDB Staff

- Follow up with new DOL Commissioner and state regarding piloting the UI concierge program and report back to the group.
- Begin certification process for WDB when packets/checklist arrive in early March, ensuring compliance with board membership, policies, and website requirements.
- Send out RFP for Summer Youth Work Experience program vendor by end of next week and review proposals within 30 days.
- Set up meeting with Dave Spector, Jessika Baer, and relevant staff to discuss BSR role, communication, and expectations.
- Jeff: Follow up with Jim Manning and monitor implementation of the new grant liaison role and provide updates to the group.
- Jeff: Schedule and conduct upcoming meetings related to Cooper EMT Initiative and Aviation Tech Apprenticeship program, including meeting with Nicole Field (USDOL) for pre-apprenticeship/registered apprenticeship paperwork.

Jeff Swartz/Bob Regensburger

- Coordinate with Lockheed Martin (and potentially L3 Harris) regarding possible Summer Youth Work Experience Program intern placements and share contact information as needed.



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ADJOURNMENT

Motion to adjourn was made by Frank Cirii seconded by Kristi Connors. With a majority vote to the affirmative, the meeting adjourned at 9:52 AM.

The next Operations Committee meeting will be on Friday, March 13, 2026 at 9:00 AM on ZOOM.

The next quarterly Board of Trustees meeting will be held on Wednesday, March 18, 2026 at 9:00 AM on ZOOM. Board Members are asked to RVSP as a quorum is needed to conduct board business.

Respectfully submitted by: Debra Vaughn, Executive Assistant