



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, February 25, 2026 via Zoom**

ATTENDANCE

Name	Organization	Trustee Member	2/26/25	4/23/25	6/11/25	8/27/25	10/29/25	12/10/25	2/25/26
Roth-Gutman, Jill (CHAIR)	Roth-Gutman Law, LLC	X			X	X	X	X	X
Allen, Niquera	Social Responsibility Through Me						X		
Banks, Evangeline	Juvenile Justice Commission		X						
Boucher, Shaneka	Social Responsibility Through Me								
Boyd, Carl	Community Liaison for the		X						
Cirii, Frank	Camden County One-Stop	X							X
Clark, Justin	Office of Adult Literacy (NJDOL)				X	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		X
Godorov, Lori	The Work Group	X	X						
Gorman, Ginger	Winslow Township High School							X	
Jenkins, Marcell	Winslow Township High School		X						X
Maguire, Laurie	Camden County One-Stop			X					
Nobles, Shaniqua	CPAC		X						
Peterson, Jyi	Camden County One-Stop			X				X	X
Pilla, Michele	Wholesome Riches					X			
Randall, Angela	Strength in Surviving			X		X	X	X	X
Rosado, Joeliza, Vice Chair	Truist Bank		X	X	X	X	X	X	X
Selby, Andrew	CPAC		X						
Smith, Quaison	Social Responsibility Through Me						X		
Velasquez, Gil	Superior Court of New Jersey				X	X	X	X	
Jacqueline Sapio	First Tee			X	X				
Richelle Hardison	WDB					X			
Michelle Rohan	WDB		X	X	X	X			
Swartz, Jeffrey S.	WDB		X	X		X	X	X	X
Vaughn, Debra	WDB		X	X	X		X	X	X

WELCOME

Jill Roth-Gutman, Youth Committee Chair, called the meeting to order at 10:40 AM and asked for a motion to approve the minutes from December 10, 2025. Motion was made by Joeliza Rosado, seconded by Jyi Peterson. By a majority vote to the affirmative, the minutes were approved.

ONE STOP UPDATE

Jyi Peterson insights into the Youth One Stop operations.

Youth One-Stop Program Enrollment Statistics and Performance Metrics for February 2026

Program Component	Current Participants	Status
Youth Work Experience	14	Active
Training Programs	14	Active
Orientation Attendance (3-month average)	20-24	Consistent

- **Orientation Attendance:** Feb 10th, 2026, Orientation Attendance - 20



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

- **Program Momentum:** Consistent engagement and interest from youth participants

Popular Training Programs and Challenges

The meeting identified several high-demand training fields and associated challenges:

High-Demand Training Fields

- Medical and Healthcare: Consistently popular among participants seeking healthcare careers
- Network Security: Growing interest in cybersecurity and IT fields
- HVAC: Strong demand for heating, ventilation, and air conditioning training
- Electrical: Strong interest but holding off to see if Camden County College will offer a program
- CDL (Commercial Driver's License): Continued interest in transportation and logistics careers, including medical transportation.

Program Challenges

The electrician training program faces specific credentialing challenges that require resolution to ensure participants can complete certification requirements.

DOL/Adult Literacy

Justin Clark, representing the Department of Labor's Adult Literacy unit, announced a significant upcoming apprenticeship-focused technical assistance initiative designed to enhance committee members' understanding of apprenticeship opportunities and requirements.

Justin offered to provide information for attending the scheduled March 17th TEAMS session and offered to share the PowerPoint presentation with the committee.

ADULT BASIC SKILLS (ABS) PROGRAM PROMOTION

Aurella Green, Camden County College, announced the following:

- The third intake session for GED will take place on March 16th. Free IET (Integrated Education and Training) programming will be offered, including Microsoft Office certification.
- Healthy Families and Communities, formerly Hispanic Family Center, also offers free CNA classes. So, they're all free, funded under Title II.

The information provided will be on the college's website and flyers will be distributed.

YOUTH FOCUS GROUP AND ADVISORY BOARD PROGRESS UPDATE

Angela Randall led the committee in discussion about establishing and scheduling Youth Advisory Board meetings:

Hybrid Meeting Approach - Rationale and Implementation

Strategic Decision: Adopt a hybrid approach combining virtual and in-person meetings to maximize participation and ensure accessibility for all interested youth regardless of circumstances

Rationale for Hybrid Model:

- Weather Flexibility: Virtual options accommodate inclement weather conditions that may make travel unsafe or impossible, ensuring meetings can proceed regardless of weather



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

- **Transportation Barriers:** Recognition that some youth participants face significant transportation challenges including lack of personal vehicles, limited public transportation access, cost of transportation, and geographic distance from meeting locations
- **Schedule Flexibility:** Virtual participation allows youth with work, school, or family commitments to participate without travel time
- **Health Considerations:** Virtual options accommodate youth with health conditions or disabilities that make in-person attendance challenging
- **Technology Access:** Ensuring youth have access to necessary technology (computers, tablets, smartphones) and internet connectivity for virtual participation
- **Engagement Quality:** Balancing benefits of in-person interaction and relationship building with accessibility advantages of virtual participation

Angela will coordinate with Gil (copying Joeliza and Jill) to propose Youth Advisory Board meeting dates:

- April
- June
- August
- October
- At least one virtual meeting to be included

Venue Coordination

Angela will coordinate with Camden County Family Support Organization to confirm venue availability for in-person meetings and update the group once dates are finalized.

WORKFORCE DEVELOPMENT BOARD UPDATES

Jeffrey S. Swartz

Jeff provided extensive details about the upcoming summer initiative, which represents a significant opportunity for youth workforce development:

Program Specifications and Target Population

- **Target Population:** 100 young people aged 16-24 residing in Camden County

Management Strategy and Operational Approach

Due to increased workload and the scale of serving 100 participants, program management will be outsourced to a qualified vendor with experience in youth workforce development.

- **Selection Process:** RFP (Request for Proposal) timeline, evaluation criteria, and selection committee composition. Proposal review is scheduled for March 20th. Once the vendor selection is made, the contract will be executed to allow adequate program preparation time

Interview Process and Volunteer Recruitment

Jeff encouraged members to volunteer to conduct interviews. Jill Roth-Gutman emphasized the personally rewarding experience of conducting participant interviews, highlighting the opportunity to directly engage with youth, understand their career aspirations, and support their professional development.



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

- The Aviation Maintenance Tech Apprenticeship Program will afford individuals that are interested in getting into aviation maintenance. The program will offer an industry value credential. The curriculum is through the NASA space program.
- The 7 southern counties are working on their regional plan. A meeting is scheduled for March 9th to review the draft. Triad Associates will create the final document.
- Work continues to bring back the EMT Training Program with Cooper Hospital

ADJOURNMENT

Motion was adjourn made by Jyi Peterson, seconded by Angela Randall. By majority vote to the affirmative, the meeting adjourned at 11:27 AM.

The next Youth Investment Committee Meeting will be held on April 22, 2026 at 10:30 AM on ZOOM.

The next quarterly Board of Trustees meeting will be held on Wednesday, March 18th 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