



**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 Minutes, February 26, 2025 via Zoom**

**Attendance**

Name	Organization	Trustee Member	26-Feb
<b>Roth-Gutman, Jill (CHAIR)</b>	Roth-Gutman Law, LLC	X	
Banks, Evangeline	Juvenile Justice Commission		X
Barbella, Sarah	Camden Probation Division		
Beverett, Erica	Social Responsibility Through Me		
Boucher, Shaneka	City of Camden		
Boyd, Carl	Community Liaison for the Camden		X
Cirii, Frank	Camden County One-Stop	X	
Clark, Justin	Office of Adult Literacy (NJ DOL)		
Cooper-Vanderlip, Diana	e-Deuce & Associates, LLC		X
Davis, Rodney	Turner Construction		
Floyd, Kwame	Teacher Apprenticeship		
Godorov, Lori	The Work Group	X	X
Gonzalez, Claudia	NJ Courts		
Gorman, Ginger	Winslow Township High School		
Green, Aurella	Camden County College		
Jenkins, Marcell	Winslow Township High School		X
Jenkins, Timothy	Camden Board of Education		
Jones, Shakirah	CC Justice Systems		
Leary, Ashley	Juvenile Justice Hub		
Lofton, Vance	Respond, Inc.		
Ludizaca, Raul	NJ DOL		
Maguire, Laurie	Camden County One-Stop		
McGough, Jake	YMCA		
Nobles, Shaniqua	CPAC		X
O'Neill, Kellianne	Winslow Township High School		
Peterson, Jji	Camden County One-Stop		
Randall, Angela			
Rosado, Beliza	Truist Bank		X
Selby, Andrew	CPAC		X
Sinclair, Nidia	Camden County One-Stop		
Velasquez, Gil	Superior Court of New Jersey		
Wemple, Anita	CPAC		
Williams, Melody	Camden Housing		
Michelle Rohan	WDB		X
Swartz, Jeffrey S.	WDB		X
Vaughn, Debra	WDB		X

**Committee Call to Order and Minutes Approval:** Jeffrey Swartz, Executive Director, called the meeting to order at 10:34am. Jeff asked for a motion to approve the minutes from December 11, 2024. Lori Godorov made the motion to approve the minutes, which was seconded by Diana Cooper-Vanderlip. The minutes were approved without opposition or abstention.

**Next Steps**

- Andrew to reach out to Angela for information about the previous Youth Focus Group meeting.
- Andrew to create an expanded budget proposal for the Youth Focus Group initiative.
- Andrew to write a memo outlining the framework and expectations for the Youth Focus Group.
- Andrew to draft a sponsorship request for funding the Youth Focus Group.
- Jeffrey to attend the May 7th Youth Focus Group meeting and introduce the WDB's role.
- Michelle to help set up a subcommittee meeting via zoom for the Youth Focus Group before May 7th.
- Lori to send contact information for Holman and Advanced Auto Parts to Jeffrey.

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Andrew to send event flyers to Michelle for distribution to committee members and posting on the website.

Youth Investment Council to consider partnering with the Literacy Committee to address low academic levels among youth.

WDB to explore opportunities for youth mentoring and job shadowing with business partners.

Joeliza to send information about the Truist Foundation grant opportunity to the committee.

**Summary**

**Youth Folk Focus Group Subcommittee**

The meeting shifted to a discussion about the Youth Focus Group Subcommittee. Lori reported that the first meeting was held at OEO, but she was not present. Lori mentioned that three kids from The Work Group attended and enjoyed the conversation, as well as the food provided. Michelle confirmed that Angela, who hosted the meeting, was present. However, no notes or summary from the meeting were available due to Angela's departure.

**Focus Group Meeting Structure and Outcomes**

The Committee discussed the structure and outcomes of their Youth Focus Group meetings. They agreed on the need for a note taker in future meetings to avoid the facilitator also having to take notes. The topic of stipends was mentioned, with the team acknowledging that it was discussed in a previous meeting. They also discussed the need to set the agenda for future meetings, with the young people setting the agenda within the given parameters. The committee agreed to communicate this framework to the young people before the next meeting.

**Youth Stipend Funding and Communication**

Jeffrey expressed concerns about providing stipends for the young people involved in the project, stating that it was not within his budget and would require additional funding. Andrew suggested the possibility of corporate partners donating funds, which would come with fewer restrictions. Michelle and Lori discussed the need for contact information for the youth involved in the project, with Michelle having some information from previous groups. Andrew agreed to reach out to Angela for further information and to write a memo to the youth outlining expectations and deliverables. Lori emphasized the importance of clear communication with the youth.

**Youth Subcommittee Funding Strategies**

The Committee discussed funding options for the Youth Focus Group. Jeffrey suggested thinking creatively and approaching organizations with direct connections to youth, rather than typical funding sources. They considered asking for a more substantial amount (\$3,000-\$5,000 per year) to cover meeting expenses, transportation costs, stipends, and potential skill-building activities. The committee agreed on the importance of providing stipends to youth participants, despite some previous objections. They also discussed the need to create a professional proposal that demonstrates measurable outcomes and skill gains to potential funders, with the possibility of seeking multi-year commitments.



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**Youth Meetings: Structure and Documentation**

The committee discussed the importance of having structured youth meetings with proper documentation. Jeffrey suggested letting the youth committee members take notes and designate a note-taker, while Lori advocated for adult supervision to ensure continuity and proper communication back to the main committee. They agreed on having an adult present in an advisory role, not to lead the meeting but to support and maintain consistency. The committee also emphasized the importance of teaching the youth valuable skills like running meetings and following Robert's Rules of Order.

**Youth Committee Meeting Preparation Discussion**

Jeffrey agreed to attend the youth meeting on May 7th at 5 PM. The meeting will start with dinner and informal gathering, with discussions beginning around 6 PM. Jeffrey plans to introduce himself, explain the purpose of the committee, and set expectations for the youth's input. Lori and Jeffrey discussed the need to provide a framework for the youth, focusing on workforce-related issues. They agreed to have a subcommittee call to plan the meeting structure and determine the first task for the youth. Jeffrey emphasized the importance of informing the youth about available services and training opportunities through the one-stop center.

**Addressing One Stop Challenges and Initiatives**

Jeffrey discussed the challenges faced by the One Stop after not receiving a literacy grant. He mentioned an increase in walk-in and virtual traffic, partly due to the lifting of a waiver that previously kept Board of Social Services clients' home. Jeffrey also highlighted the hiring of a bilingual manager at the front desk to serve Spanish-speaking customers. He sought suggestions for new initiatives from the committee. Diana agreed with the need for fresh ideas, while Jeffrey encouraged cooperation with other standing committees.

**Youth Academic Performance Concerns Discussed**

Jeffrey and Lori discussed the alarming issue of young people presenting at low academic levels across the state and nation. Lori highlighted the sizable number of youths aged 16 to 22 who were at a 4th grade level or lower, often with learning disabilities. They noted a lack of services for this population and proposed the need to create awareness around this issue and explore potential solutions. Carl shared his new position in another role and offered to send more information about Framing Fatherhood, a program offering workshops for fathers.

**Adjournment**

Jeff asked for a motion to adjourn. A motion was made by Diana Cooper-Vanderlip and seconded by Andrew Selby. By majority vote to the affirmative, the meeting was adjourned at 11:32am.

Respectfully submitted by: Michelle Rohan, Committee Coordinator