



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

BUSINESS SERVICE OUTREACH TEAM MEETING MINUTES
Thursday, March 19, 2026, via Zoom

ATTENDANCE

	Organization	Trustee Member	20-Mar-25	17-Apr-25	15-May-25	17-Jul-25	21-Aug-25	18-Sep-25	16-Oct-25	20-Nov-25	18-Dec-25	15-Jan-26	19-Feb-26	19-Mar-26
Thompson Ryan	Mid Penn Bank, BSOT Chair	X	X	X			X	X					X	X
Askie-Rosario, Andrea	CC Commission of the Blind					X	X							
Baer, Jessika	NJ DOL			X										
Bass, Henry	NJ DOL		X					X			X	X	X	
Michael Butler	The Fountain Fund		X						X					
Campbell, Gabriella	NJ DOL		X	X	X			X			X	X	X	
Cirii, Frank	CCOSCC	X	X	X	X	X		X			X	X	X	X
Deitz, Jeff	DVRS													
Field, Nicole	DOL										X	X		
Floyd, Kwame	Teacher Apprenticeship Network													X
Fugee, Antoinette	Cooper		X	X			X							
Lakshminarayan, Pavithra	NJ DOL						X				X	X		
Lex, James	Camden County Improvement Authority										X			
Lord, Lisa	CCTS					X	X	X			X	X		
Moen, Bill	Camden County College				X	X		X	X		X			
Perez, Irene	DVRS		X	X		X					X	X	X	X
Pomales, Nicole	Camden County College					X		X	X					
Regensburger, Robert	Lockheed Martin	X	X	X		X		X	X		X	X		
Terreny Robinson	NJ DOL								X					
Shafer, Derena	Camden County College			X	X	X		X	X			X		X
Sinclair, Nidia	Camden County One-Stop		X											
Spector, David	NJ DOL Business Services												X	X
Weil, Robert	Conner, Strong, and Buckelew	X	X	X		X	X				X		X	
Susan McShane	Npower			X										
Carelina Vieira-Ruiz	NPower			X										
Richelle Hardison	WDB		X			X	X	X						
Michelle Rohan	WDB		X	X	X	X	X							
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X		X	X	X	X
Vaughn, Debra	WDB			X		X	X	X	X		X	X	X	
Williams, Leslie	WDB			X		X	X	X	X		X	X	X	X

WELCOME

Ryan Thompson opened the meeting at 2:08 PM and requested a motion to approve minutes from the committee’s February 19, 2026 meeting. Motion was made by Derena Shafer, seconded by Frank Cirii. With a majority vote to the affirmative, the motion carried, and the minutes were approved.

WORKFORCE DEVELOPMENT BOARD REGIONAL UPDATE

Jeffrey S. Swartz, Executive Director

Local and Regional Plan Updates

The State of New Jersey approved the local plan submitted by the board. The regional plan is being finalized and will be resubmitted to the state by the end of the week.

Summer Youth Work Experience Program

Jeffrey reported on a pending grant application for the Summer Youth Work Experience Program with the following details:

- Program would place 100 young people in work slots throughout Camden County
- A proposal has been received for managing the program
- Review team will score the proposal on Friday



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- Recommendation will be made to the executive committee for approval

The executive committee approval represents the final decision-making step before accepting the proposal to manage the Summer Youth Work Experience Program. Jeffrey and Leslie are monitoring the state's IGX website daily for grant award announcements. The Integrated Grant eXchange (IGX) is the state of New Jersey's online grant management system where agencies announce and manage grant awards.

Workforce Board Certification

The board must complete their certification process by May 15th. Staff, led by Leslie, will update and validate all required items on the state checklist to ensure compliance.

CAMDEN COUNTY ONE STOP

Frank Cirii, Local Area Director

WARN Notices and Layoffs

Frank provided updates on recent Worker Adjustment and Retraining Notification (WARN) notices:

- Macy's: 79 employees affected statewide, with some positions in Camden County
- Eddie Bauer: 58 employees affected statewide, with some positions in Camden County

Treasury Audit Results

Frank announced that the building passed a recent Treasury audit with no issues identified.

Upcoming Events

Cherry Hill Mall Job Fair - May 15th Time: 10:00 AM - 2:00 PM

Frank is coordinating with interested parties to provide information and materials for job fair tables. Irene Perez (DVRS) requested additional details about what to bring for their table participation.

COMMITTEE UPDATES

NJ DOL Business Services

David Spector, NJ DOL Business Service Representative

David reported on his new position as Business Representative (BR) in Camden County, with ongoing projects including:

- Recruitment for correctional officers
- Assisting local employers with Department of Labor services

Irene Perez, DVRS

NJ Vocational Rehab Event - April 29th

Date: April 29th

Time: 10:00 AM - 2:00 PM

Location: Camden County College, Connector Building

Cost: No cost for attendees, brunch provided

This event targets employers interested in hiring individuals with disabilities and service-connected veterans.

- Interview opportunities for employers
- Target: 40 employers (32 currently registered, 8 resource spots available)



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- Involvement of federal contractors and New Jersey state departments
- Active recruitment in Gloucester County for positions including hairstylists, receptionists, and labor workers

Kwame Floyd, Teacher Apprenticeship Network Presentation

Kwame presented the Teacher Apprenticeship Network, a workforce solution addressing the teacher shortage in South Jersey. The program provides a pathway for career changers to become certified teachers.

Current Reach and Need

Eligibility Information Gap: The presentation did not specify eligibility requirements for the Teacher Apprenticeship Network program, such as educational background needed, subject area qualifications, or other prerequisites for career changers interested in applying.

Information Gap Impact: Without clear eligibility criteria, potential applicants from the workforce board's network cannot be properly screened or referred to the program. Prerequisites will be included in the follow-up email to Debra (ccwib@ccwib.com).

- Working with 20 school districts across New Jersey
- Focusing on South Jersey districts facing financial constraints
- Significant teaching vacancies exist, with some districts having up to 80 open positions
- Applications being accepted for the 2026-27 school year

Program Benefits and Structure

For Career Changers:

- District pays for certification courses and practice exams
- Apprenticeship framework provides structured pathway to teaching
- Both full-time and substitute teaching positions available
- Substitute teachers earn \$150 per day

Commitment Required:

- Three-year commitment to stay in the district after certification

Application Information

Website: www.iwant2teach.org

Action Item: Kwame will send detailed information about the Teacher Apprenticeship Network to Debra (ccwib@ccwib.com) for distribution.

Discussion on Teacher Recruitment Challenges

The group discussed challenges in teacher recruitment and retention, particularly around pay structure. Jeffrey noted that New Jersey's strong teachers' union helps maintain relatively high salaries compared to other states, which is a positive factor for recruitment.

BUSINESS COMMUNITY UPDATES



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Ryan Thompson, MidPenn Bank

Ryan announced a new position at MidPenn:

- Position: Community Impact Officer
o Ryan will send job description/link to Jeffrey and team for posting on social media
o Dave Spector will assist with identifying and connecting potential candidates

Action Items

Table with 3 columns: Responsible Party, Action Item, Deadline/Timeline. Rows include Review Team, Jeffrey & Leslie, Leslie/WDB staff, Frank Cirii, Irene Perez, Kwame Floyd, Ryan Thompson, Dave Spector, and All.

Calendar of Important Dates

Table with 3 columns: Date, Event, Time/Details. Rows include April 29th (NJ DVRS Targeted Hiring Event) and May 15th (Spring Job Fair).

ADJOURNMENT

Motion to adjourn was made by Frank Cirii, seconded by Jeffrey Swartz. With a majority vote to the affirmative, the motion carried, and the meeting adjourned at 2:45 PM.

The next BSOT meeting will be held on Zoom on April 16, 2026 at 2:00 PM.

The next quarterly Board of Trustees meeting will be held on Wednesday, June 17th at 8:30 AM at Camden County College/Blackwood Campus, Roosevelt Hall/Room 102 at 8:30 AM. Breakfast will be served.

Respectfully submitted by: Debra Vaughn, Executive Assistant