

**ABILITIES COMMITTEE
MEETING MINUTES
THURSDAY, APRIL 13, 2023 (ZOOM)**

ATTENDANCE

COMMITTEE INFORMATION AND ATTENDANCE									
Name	Organization	Trustee Member	10-Nov-22	8-Dec-22	12-Jan-23	9-Feb-23	16-Mar-23	13-Apr-23	
Cirii, Frank	Camden County One-Stop	✓	X		X	X			
Coleman, Ardella	Cooper University Healthcare						X		
Deitz, Jeffery	Division of Vocational Rehabilitation Services	✓							
Donato, Carl, Chair	Wawa	✓	X	X		X	X	X	
Forman, Lois	Jewish Family & Children's Service		X		X	X	X	X	
Freire, Edison	JEVS Human Services			X			X	X	
Fugee, Antoinette	Cooper University Healthcare							X	
Galvin, Tim	Cooper University Healthcare								
Lucas, Angela	JEVS HireAbility			X					
Marks, Karen	Jewish Family & Children Service of Southern NJ								
McClintock, Monica	Rowan University		X	X			X	X	
Metzger, Frances	Cooper University Healthcare						X		
Quinones, Cris	Wawa								
Scott, Jessica	The Arc of Camden County			X	X		X	X	
Spinelli, Allison	Gloucester County						X	X	
Weinberg, Oriel	Jewish Family & Children's Service				X	X	X		
Henderson, Bridget	WDB Staff								
Levitt, Alex	WDB Staff		X			X	X	X	
Swartz, Jeffrey S.	WDB Staff		X	X	X	X	X	X	
Vaughn, Debra	WDB Staff		X	X	X	X	X	X	
Williams, Leslie	WDB Staff							X	

WELCOME

Carl Donato Jr., Committee Chair, greeted the attendees and the meeting was called to order at 8:33 am.

APPROVAL OF MINUTES FROM THE PREVIOUS MEETING

Carl asked for a motion to approve the minutes from the March 16, 2023, meeting. Motion to approve the minutes was made by Monica McClintock, seconded by Antoinette Fugee. The motion carried, with a majority vote to the affirmative and the minutes for March 16, 2023, were approved.

Discussion – Veterans Hiring Event Planning

Carl Donato – Committee Chair

- Last discussed was the agenda, flyers and the location.
- Photos of the main event space and break-out room were shared. The layout of the rooms was discussed.
- The event is planned so that the employers will come in at 11:00 am for the presentation by guest speakers Eric Stetson of Penn Medicine and Shawn Clark of Fourblock. Matt Verney will speak briefly and conclude the presentation with an overview of the handout materials. During the employer presentation, the veterans will be in the breakout room getting assistance with resumés and informed of resources available to them at Cooper Hospital, through the One-Stop and other agencies. When the employer presentation ends, lunch will be served and the conference room will quickly be reset for networking between the veterans and employers.
 - Assistance for veterans will be provided by Monica McClintock, Geoffrey Taylor, representatives from Gloucester County (provided by Allison Spinelli), Antoinette Fugee and Jessica Scott.

- Antoinette Fugee suggested having thumb drives for veterans so they could save their resumés. Edison Friere suggested discussing digital literacy and saving resumés to a Google drive instead to avoid possible virus exposure. Jessica commented that she could bring laptops to assist with resumé preparation but getting the resumés in advance would be helpful. Leslie offered that veterans will be asked to send their resumés at the time of registration if they would like them reviewed and edited.
- Lois Forman suggested having printed interview tips for veterans. Monica offered to provide a slide presentation about behavioral based interviews
- Break-out room C105 will be arranged in pods of 4-5 people to work with coaches.
- Daniel Fiore, a veteran guest at the meeting, suggested mock interviews would be helpful to veterans. Jessica and her team and Lois Forman will be able to provide assistance with mock interviews. Mock interviews can be done in the third break-out room (C102), which will be available from 1:00 to 3:00.
- Antoinette Fugee will do a walk-through and discuss the updated needs with the concierge of the conference center, Kerry Will. Space for vendor tables will be requested. She commented that printing will be available and 5 loaner laptops will be requested for the day.
- Lunch will be provided by Wawa. Carts will be available for delivery to the conference room.
- Monica requested 100 copies of the event flyer before Tri-State HRMA's conference on May 4th.
- Jessica shared information for a transportations service that veterans could use in the chat. <https://www.anptransportationservicesllc.com/booking-services>
- Committee members can be on site at 10:00 am to set up. The conference center's staff will provide transition for C121 after the 10:00 am meeting ends to prepare for the 11:00 am workshop start time.
- Edison will create a method to capture the veteran and employer perspective of the event as a manner to improve on the committee's future outreach efforts.

Allison Spinelli, RCSJ

- RCSJ held a well-attended mega job fair that was expanded this year to include an employer Lunch and Learn. Allison stated that she has received requests for additional job fairs. Lois commented that she attended the mega job fair and agreed it was well-attended by repeat and new employers, as well as a variety of job seekers.

Jewish Family & Children's Service (JFCS)

Lois Forman, Job Bank Coordinator

- The JFCS continues seeking to fill positions for job coaches and employment specialists.
- The food pantry continues to serve a growing number of families. The pantry delivers to Burlington, Camden and Gloucester counties.
- The JFCS provides driving services for veterans to doctors' appointments and things of that nature.

Arc of Camden County

Jessica Scott, Director

- ARC is planning graduation for its third internship for Project Search. She commended her assistant director for her work. Two interns have already gained employment and the rest should not have any difficulty.
- ARC is seeking a full-time career-oriented person for an open employment specialist position. Jeff asked her to send information about the open position to him or Alex.
- Jessica stated that her Tri-State HRMA committee had several successful events and that she is looking forward to next year when she will likely be the Committee Chair.

Rowan University/Tri-State HRMA

Monica McClintock

- Monica is working with her business major students to secure full-time employment.
- Tri State HRMA is nearing the close of its business year. Their conference will be held on May 4th. The conference is a full day event starting 7:30 am.
- Tri-State HRMA will host a charitable event to support Respond in Camden.

Alex Levitt, WDB Summer Youth Employment Program/Youth Committee

- Alex provided an update on the SYEP and worksite status. He will circulate the flyers to committee members.
- Alex and Leslie have attended career fairs and he spoke at Kipp High School.
- The deadline for the SYEP is April 28th. The application is available online for download. Work-Learn site agreements are still being accepted from employers. To date, 9 employers have submitted agreements.

Wawa

Carl Donato, Store Operations Recruiter, WDB Abilities Committee Chair

- Wawa has selected managers to migrate to new markets opening in Alabama and Tallahassee. Those transfers will open new positions in this area.
- Wawa internships will now create an opportunity for college graduates to transition to employment.

Workforce Development Board

Jeffrey Swartz, Executive Director

- Literacy Event “Bring a Child to the Library Day, invited the committee to drop by.
- The WDB was awarded the grant for a summer youth employment program again this year for 50 young people between the ages of 16 and 24. For their participation in the stipend internship, youth can earn \$3000 tax-free if they remain in the program for the 8-week term. There is no income restriction and the stipend does not impact family income. The first week will be a learning experience where the students will be in a classroom environment. The curriculum of different modules includes financial literacy and how to get along with others. Committee members are welcome to volunteer to facilitate a work-readiness training class using a provided curriculum. The classes will be at Camden County College at the Rohrer campus. Employers that would like to serve as a work-learn site are still welcome to apply.
- GSETA’s annual conference will be in-person October 18-19, 2023. The conference will be held at the Hard Rock Hotel in Atlantic City. Registration can be completed online at www.gseta.org.

ADJOURNMENT

Carl asked for a motion to adjourn. Motion was made by Monica McClintock and seconded by Lois Forman. The motion was carried with a majority vote to the affirmative and the meeting was adjourned at 9:48 am.

NEXT MEETING

The next Abilities Committee meeting is scheduled for Thursday, May 11, 2023 at 8:30 am. The meeting will be conducted via Zoom.

Submitted by,

Debra Vaughn, Administrative Assistant to the Executive Director