



Supporting the Development and Retention of a World Class Workforce

Matthew Verney, Chair

Jeffrey S. Swartz, Executive Director

**BUSINESS SERVICES AND OUTREACH TEAM MEETING
MINUTES**

**THURSDAY, JULY 15, 2021, 2:00PM (ZOOM CONFERENCING)
1111 MARLKRESS ROAD, SUITE 101, CHERRY HILL, NJ 08003**

ATTENDANCE

Members		14-Jan-21	11-Mar-21	15-Apr-21	13-May-21	17-Jun-21	15-Jul-21
Bennett, Ryan	Trusit Bank		X	X	X		X
Boyle, Jim	NJ Dept. of Labor						
Cardwell, Larry	Pennsauken Township		X		X	X	
Casciano, Cheryl	Nj Dept. of Labor			X			
Cerrito, Vincent	Ray Angelini, INC.						
Cirii, Frank	Local Area Operations Director, CCOSCC	X	X	X	X	X	
Connors, Kristi	NJDVRS						
Deitz, Jeff	NJDVRS						
Forman, Lois	Jewish Family & Children's Service		X	X	X	X	
Goodman, Steve	Reginonal Development Dir. YMCA						
Hanna, Kaina	Camden County College		X				
Hejlek, Joe	KIPP New Jersey			X			
Iannuci Cappello, Susan	Camden County College	X	x	X	X		
Leonetti, Mike	Manager, NJDMV	X		X			X
McCormick, Carol	Camden County College, Business Services	X	x		X		
McLaughlin, Margie	The Salvation Army		X		X	X	
O'Hara, Ricky	DOL, Ventures	X		X	X	X	X
Page-Soncrant, Jeanne	NJ Dept of Labor, Business Service Rep.	X	X	X	X	X	
Regensburger, Robert	Lockheed Martin	X		X	X		X
Russomanno, Salvatore N.	Applied Enterpirses, LLC						
Shafer, Derena	Camden County College			X	X	X	X
Sinclair, Nidia	Camden County One-Stop		X				
Snyder, Billy	Pennsauken Public Schools						
Staas, Diane	Camden County College				X	X	
Veneziani, Jennifer	Business Outreach, LWD, DVRS						
Weil, Robert	BSR Chair						X
Swartz, Jeffrey S.	WDB	X	X	X	X	X	X
Varallo, Kathleen	WDB	X	X	X	x	X	X

Purpose and overview of the Business Service & Outreach Team. (BSOT)

One of the best tools to help us determine the focus of the Workforce Development Board (WDB) is the input we get from area employers, in terms of who they are hiring, their job requirements, what certifications they may require, and hiring trends they forecast. This committee is one of the vehicles we use to help achieve the goals of the WDB. Many of the participants in this committee have been in business and are now in areas of workforce development related to the needs of employers. They are out day to day, talking with employers, jobseekers and individuals gathering information about the community's workforce needs. This

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information has helped us create job training programs that result in employment opportunities. This effort helps to fulfill our mission. We meet monthly and talk about employers that are hiring and how we can best serve them, new projects coming into the county and training programs we should be running in the future. This meeting also helps to make sure we are aligned with local and state public policy. Friends and colleagues in private sector business are always welcomed to join this committee as well.

WELCOME

Bob Weil, Business Development Executive, Conner Strong & Buckelew Companies, Inc., welcomed attendees to his first full meeting as the Chair of the Business Services and Outreach Team. The Team reviewed the minutes from the meeting June 17th meeting. Bob asked for a motion to approve the minutes. Mike Leonetti made the first motion; Bob Regensburger made the second motion. By unanimous vote to the affirmative the motion was carried, and minutes June 17, 2021, were approved.

BUSINESS & COMMUNITY UPDATES

Ryan Bennett, Branch Manager, Truist Bank Locations, reported the bank is still going through its merger with BB&T. She was excited to announce a partnership with the Center for Financial Training to be one of the hosts of the Future Bankers Camp experience for youth in Camden City. There is a cohort of 20 young people and they will learn about professional banking and career opportunities that are available to them in their future career planning. The Bank is also gearing up to start its Lighthouse Project. She encouraged the team to forward any volunteer outreach opportunities that she could submit for approval. Staff is able to get out now and be a part of the community. Kathleen Varallo, Administrative Assistant, WDB, also thanked Ryan and her team for presenting a great workshop on Financial Wellness to participants of the WDB Summer Youth Employment Program. She said the youth were engaged and it was wonderful to be a part of that experience. Jeffrey S. Swartz, Executive Director, thanked her as well.

Derena Shafer, Camden County College reported the College is gearing up for in-person learning for the fall semester. It will be nice to see students roaming the campus again. Jeff congratulated the college for being the recipient of a grant from the Johnson Towers Foundation to provide technical training for students of HVAC. He sent a congratulatory letter to Donald Borden, President, Camden County College and offered the WDB to send referrals for that program. Derena said she will forward information as it received by her.

Bob Regensburger, Lockheed Martin, reported the company is focused on bringing increasing numbers of employees back to the workplace. Since the pandemic, there's been a category one group working onsite, full time due to the nature of the work in production, manufacturing and tests. He said beyond that group there has been a significant amount of employees telecommuting throughout the balance of the pandemic. The company also surveyed its leadership to determine the efficiency of work if some employees continued the practice of telecommuting and also to identify a phased approach to returning to in-person workspace operations. The plan should stabilize by September. There has also been a lot of work to assess and re-configure workspaces for the safest and most efficient return to work plan. Bob R. said the company is continuing to expand its internship program and has a couple of initiatives underway in that regard. The company also continues its recruitment efforts to fill the demand for Engineers and Computer Scientists. That demand continues to increase with some new projects that are coming onboard. He said the summer has been busy in meeting the demands of business.

Mike Leonetti, Para-professional, One-Stop, reported the One-Stop has been open since July 12th and sadly many customers are still trying to get help with their unemployment claims. He was approached by an employer who's owned and operated a commercial cleaning business in the local area for thirty years. He encouraged the team to forward candidates for positions in this company. He said it's not real busy but it feels good to see customers again.

Janice Bryant, Fiscal Office CCOSCC, reported the One-Stop continues to serve customers virtually and by-appointment as needed. She and Mike confirmed 12 customers visited the One-Stop on Monday, the first day they opened to the public. Mike said about the same amount, 12-14 are trickling in each day this week. Janice was asked by Frank Cirii, Local Area Operations Director, to remind and get updates about the progress of the Incumbent Worker Training Initiative. She said the One-Stop has identified funds in the budget that can be dedicated to this initiative. Bob asked how many customers were asking for Unemployment (UI). Mike said eight of the twelve customers on Monday were asking for UI and it's been pretty much the same percentage every day.

Jeff also noted the Camden County and WDB website which posts a directory of virtual services. There is a video orientation of services posted to the county site and includes information about all state and county partner services and there is a Spanish version of the video orientation of services is posted as well. Follow the link for more information. <https://www.camdencounty.com/service/employment/job-training-placement/>

Lois Forman, Job Bank Coordinator, JFCS, reported the Job Board is going well and coming along. She attended a job fair in Voorhees at the Town Center a few weeks ago and there were quite a number of businesses attending and are in desperate need of help with hiring. She said there are quite a number of jobs out there; it's just trying to find jobseekers to match an open position that is the challenge. Many of those jobs are entry level but there is a wide variety overall. Lois said she is on the list to receive all the notices about virtual recruitments host by the DOL and posts them to the job board. She is keeping the job board active and is still featuring a "Job of the Week." JFCS is sending it out in email blasts and posting it to their Facebook and LinkedIn pages. She encouraged the team to forward any employer contacts for this free tri-county service and she also welcomed any flyers about job fairs and information sessions for any type of training opportunities. Kathleen suggested that Mike connect with Lois about helping the cleaning service employer. Follow the link for more information: <https://jfcसनjobs.org/> Jeff said the WDB has been sharing the Job Board on all of their social media platforms.

INCUMBENT WORKER TRAINING UPDATES

Kathleen reported that Frank Cirii had asked the team to keep Incumbent Worker Training (IWT) on the agenda going forward, so it will remain a priority for the Business Service and Outreach Team. She reported the team formed a sub-committee and met with Carol McCormick, and Kaina Hanna, Camden County College, Mike Leonetti and Laurie Maguire, Manager, Information Systems, One-Stop, to discuss elements of this initiative and what is needed to move it forward. They discussed the policy approved by the WDB, forms, contracts and applications the employer would need to participate in these types of trainings. The program is designed to up-skill an employer's current workforce to avoid lay-offs and provide on the job training that might help re-position an employee with the skills to move up in the company. Kathleen said that Laurie offered important data management, employer eligibility and monitoring requirements from the State's perspective. The Employer will be required to front the costs including paying employees while training. They are reimbursed for all costs outside of the wage. Kathleen said Carol and Kaina both identified Paratos and Disc Makers and that they may be interested in participating in IWT. Both companies have had a good relationship with the BSR and WDB so they may be a good fit for the program. She said the sub-committee will continue to meet. Kathleen said she is working on draft documents including a contract and questionnaire to help establish

an employer's eligibility for an IWT grant. She also noted the State does offer some customized training grants as well but the IWT discussed here are being offered by the WDB to Camden County employers. All applications and contracts will be approved by the WDB.

BUSINESS SERVICE TEAM UPDATES

Ricky O'Hara, Veteran's Service Rep, (Five Southern Counties), reported he is working with Janea Wilson, Gloucester County, and Jeanne Page Soncrant, Camden County, to help them promote and host lots of virtual employer recruitments. He participated in a virtual recruitment today, for ESS – Source for Teachers, and it turned out really nice. Hopefully, these recruitments will get more individuals to apply for available positions. He said the State BSRs continue to promote job openings in South Jersey and match on those jobs. Kathleen said she has been also participating and helping Jeanne and Janea with some of these recruitments and she said they are doing a wonderful job of hosting. The recruitments are well organized and the employer gets a spreadsheet with information of all the candidates that pre-registered even if they do not attend the call. The percentage of participation has been around 10-20% of those registered, so it's good that the employer gets the pre-registration information which may number into the hundreds of jobseekers. Ricky said it's a great feature for employers and today's recruitment had a 30% turnout rate. Kathleen also noted she attached a flyer for an upcoming Wawa recruitment along with meeting materials. She said Wawa has been a great partner to the WDB. She said the WDB is posting all the DOL recruitments on their social media platforms. Ricky said they are also posted to the State's Career Source job calendar as well. Ricky said the BSRs have been very busy and he is coordinating with five counties to help out wherever he can.

Kathleen noted the agenda includes links to the two new NJ State websites which connect to the same NJNLX. Follow these links for more information:

New Jersey's Career Services Website: <https://www.nj.gov/labor/career-services/>

New Jersey NLX Website – Employers post job openings: <https://newjersey.usnlx.com/>

Kathleen said the jobseeker link includes the link to the NJ Metrix SkillUp learning platform where all residents in the state of NJ can sign-up for over 5000 free training courses. Some employers are now using this platform to refresh or up skill their current workforce. The WDB is using the Metrix learning courses for the Summer Youth Employment program in paid work assignments based on the answers to their interview questions such as wanting to learn more about teamwork and time management. Bob asked if there was any way to capture numbers of participation rates. Kathleen said they reported numbers at the last WDB quarterly meeting presentation. She will look for further updates and report back to the team.

REGIONAL ACTIVITIES

Jeff reported he was hoping the in-person ACE Line Training would have started at the Anthony Canale Training Center in Egg Harbor Township, NJ. Sherwood Taylor, Atlantic Cape Community College, who oversees coordinating the components of the line training, is still waiting for some of the yard equipment and safety gear to be delivered to the training site. Transportation and delivery has been a challenge in many industries. The pole climbing, bucket truck orientation, and training will start once items are delivered. Bob asked and Jeff confirmed there is a cohort of 28 participants and they have completed the online OSHA safety and CPR courses related to the training. He said the cohort includes participants from Camden, Atlantic, Cape, Salem, Cumberland and Gloucester Counties. Sherwood is keeping participants updated with all developments. Jeff said the WDB is beginning to promote the WISE & GIE Math programs for the next cohort commencement in January, 2022. He reminded the team this is a six year program. Bob was concerned that some candidates might have dropped out because the line training has taken so long to get up and running. Jeff said most participants have remained eager and patient with understanding of pandemic conditions and we have kept in touch with them all along the way. Jeff also noted that there are interested utility contractors and

other employers, besides ACE, such as PSEG waiting for these candidates to complete the training. Mike mentioned an equipment contractor who may be able to help with the equipment orders.

Jeff reported the Camden Works program is continuing to successfully place residents in jobs in and around the City of Camden. He reported, on the call last week, that 3 more participants were added to the data base bringing the total to 611 job candidates, of that total, 486 are Camden residents, 125 are registered from outside the city and they have placed 194 residents in jobs in the city and around the county. Preliminary registrants are placed in a queue, and some obtain services from the Center for Family Services before moving into the viable candidate or job ready classification. He said, of those registered, there are about 295 considered to be job ready.

Jeff reported meetings are continuing monthly with the State Employment and Training Commission (SETC) and the Garden State Employment and Training Association (GSETA). As discussed in prior meetings, the Employment and Training Conference usually scheduled in October was cancelled in favor of offering a series of online trainings and workshops for frontline and management staffs. Due to scheduling challenges, the planning committee has decided to host a virtual conference on November 15th and 16th: more information to come.

Jeff reported the Summer Youth Employment program is progressing with 30 youth participants. Kathleen is going a great job coordinating the Friday work-readiness workshops. Leslie Williams, Comptroller, WDB is doing a great job handling the fiscal end of the program, collecting timesheets, tracking wage and hours, and payment to the youth. Kathleen said the workshops have been going great and youth have remained engaged and sharing with each other. She thanked community partners including Truist Bank, Ravitz Family Markets, Shoprite, and Employment Services DOL, for offering workshop content such as Financial Literacy, Customer Service and Resume Writing. There are some great quality youth participating including one who is on his way to the Naval Academy at Annapolis.

Jeff reported that the WDB will be attending National Night Out as in past years to promote the ACE and other WDB, and One-Stop programs. These will take place on Monday, August 2nd and Tuesday, August 3rd around the county. He encouraged members of the team, if available in their respective local areas, to attend because there are many events taking place on the same night. Jeff said the WDB will provide materials for anyone able to attend. It is usually a fun night and will only require an hour or two commitment of time. He and Ken Brahl, Vice Chair, Literacy Chair, will be attending an event in Clementon Borough on Monday. Bob said he attended two years ago. Jeff confirmed Bob did attend the Pine Hill event. Bob suggested getting a notice to the team and Executive Committee about the schedule and locations of the National Night Out events. He said he would be happy to help and noted the ACE program is a great lead in to conversation about WDB programs and One-Stop services. Jeff said he will round up the schedule and locations and send it out to the team. The WDB will furnish promotional materials and said it's also an opportunity to self-promote personal businesses too.

Kathleen reported the Abilities Committee convened another planning meeting for the October 5th, PTSD event with the Cooper University Healthcare Team on Veteran's Affairs. They are offering some great quality content on PTSD with Veterans and others. The event will take place on Tuesday, October 5th at the Camden County Boathouse, Park Blvd. There will be a presentation by Neurophysiologists about what PTSD is all about and a Veterans Panel who will share their personal experiences. She said the target audience is employers and HR professionals, so it is hoped that the BSR's will help promote the event. Lois added that she attend the planning call and suggested that Ricky O'hara spread the word to all the southern counties about the event. She said there will be lots of resources presented to help Veterans and others suffering with PTSD and it promises to be

an extraordinary event. Ricky said he will forward the information to contacts in the southern region of the State.

Hearing no further questions, Bob Weil thanked everyone for their input and updates and noted conditions of the pandemic are not over yet so he asked everyone to stay safe, wash hands and follow all safety guidelines as issued by the CDC and the County. He asked for a motion to adjourn the meeting. Mike Leonetti made the first motion; Lois Forman made the second motion; by unanimous vote to the affirmative, the motion was carried, and the meeting adjourned at 2:55 pm.

NEXT MEETING

Jeff reminded the team the next WDB Quarterly Board of Trustees meeting is scheduled for Wednesday, September 22nd, @8:30am via Zoom Conferencing.

The next Business and Outreach Team meeting is scheduled for Thursday, August 19th, 2021, 2:00 p.m. This meeting will be conducted via Zoom conferencing. Meeting materials will be sent to the team.

Submitted by,

Kathleen Varallo,

Administrative Assistant, WDB