

Operations Committee Meeting Minutes

August 18, 2022

WDB Office, 1111 Marlkrass Road, Cherry Hill (Zoom Conferencing)

COMMITTEE INFORMATION AND ATTENDANCE									
NAME	ORGANIZATION	TRUSTEE MEMBER	11-Mar-22	8-Apr-22	13-May-22	16-Jun-22	21-Jul-22	18-Aug-22	
DeBaere, Gregg T., CHAIR	Atlantic Coast Communications	✓	X	X	X	X	X	X	
Cirii, Frank	Camden County One-Stop	✓	X	X	X	X	X	X	
Connors, Kristi	NJ Department of Labor, Business Services	✓	X	X	X	X	X	X	
Deitz, Jeff	NJDVRS	✓	X	X	X	X	X		
Jones-Benjamin, Michaela	Camden County Board of Social Services								X
Maguire, Laurie	Camden County One-Stop				X	X			X
McFarland, Salama	Camden County Board of Social Services		X	X	X	X	X		
Regensburger, Robert	Lockheed Martin	✓	X	X	X	X	X	X	X
Ludizaca, Raul	NJ Dept. of Labor								
Sinclair, Nidia	Camden County Resource Center		X	X	X	X	X	X	X
Weil, Bob, BSOT Chair	Connor, Strong & Buckelew	✓	X	X	X	X			X
Levitt, Alex	WDB		X	X	X	X	X	X	X
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X
Vaughn, Debra	WDB		X	X	X		X	X	
Williams, Leslie J	WDB		X	X	X	X	X	X	X

Welcome

Gregg DeBaere, Chair, called the meeting to order at 9:07am and welcomed attendees.

Approval of Previous Meeting Minutes

Gregg asked if there was any discussion or corrections to the July 21, 2022 meeting minutes. He asked for a motion to approve the minutes, pending edits and grammatical corrections. Bob Weil made the motion, seconded by Leslie Williams. The minutes were approved by a unanimous vote to the affirmative.

Workforce Development Board (WDB) – Planning and SETC Updates

Leslie Williams, Comptroller and Jeffrey Swartz, Executive Director

- A meeting was held by the Southern Jersey Regional Collaborative (Burlington County and southern counties) to discuss the steps that will be taken to prepare for the regional plan. It was decided to review the draft of State’s plan on their website, update the information and follow the layout of the State’s plan. No official information has been provided as to what is expected for the regional and local plan. It was suggested to create a draft of a regional plan and for each county add in some specifics to their local areas, such as emerging industries (wind, solar, wine, cannabis, aviation, film production, etc.) and best practices and methods of outreach, especially to the school districts and other agencies to ensure that curriculums are put in place to prepare youth for entry in the emerging industries. Camden County WDB will take the lead on putting the plan together. The team will meet monthly to build on the working draft.

The people involved in the regional planning team are:

- Camden County – Jeff and Leslie
- Gloucester County – Michele Shirey
- Cumberland County – Allison Spinelli
- Atlantic County – Fran Kuhn
- Burlington – Kelly West
- Atlantic County Cape Community College – Sherwood Taylor

Bob Regensburger, Lockheed Martin

- Listening to the strategy for building the draft of the regional plan, Bob commented that what was done with the White Paper sets the stage for how we think about process and how we think about innovation, and there's another opportunity to further demonstrate what we've done in the past and what we continue to carry forward in the future by way of innovation. In the private sector, industries in South Jersey that are starting to grow include infrastructure companies like solar and wind. Skills are in high demand for anything to do with technology and manufacturing related jobs. New Jersey has put a great investment forward in solar and wind, with facilities being developed in Salem and southern NJ. There will be demand at HOLTEC for technology jobs related to nuclear power equipment. Funding coming from Washington for green technology and energy will also accelerate those opportunities. Creating training programs starts with the demand signal from the employers, and we need to determine what special skills are needed and apprenticeship programs are available.

One-Stop Director and Career Center Updates

Frank Cirii, Camden County One-Stop Career Center, Local Area Operations Director

- A partners meeting was held on Tuesday and customer flow is slowly picking up. There are no Covid-related illnesses or exposures on site.
- The only County Commissioner listing for tonight's meeting is for funding the Workforce Development Board, with a slight increase in funding this year.
- Budgetarily, all resolutions proposed last month are approved and the One-Stop is ready for setting up the master budget. The fiscal staff went to Atlantic County to look at best practices at other areas to set-up accounts where line items will appear in a more general way, without unnecessary detail. Another objective is to improve all fiscal processes and approach the budget in a new way, while still getting the job done. The goal is to set up One-Stop's system modeling it after Trenton's new grant system. Using this approach, when an auditor comes in, there is an easy comparison.

UI: Service is still scheduled, and going well, with an average of 49 scheduled people per day. It's been higher because people are now allowed to schedule their own appointments with UI. The direct-line phones are still on site, with a constant line for phones, so people are getting help with their issues.

Learning Link: HiSET testing is being scheduled two weeks out due to staffing vacation schedules for August and the staffing schedule is being reviewed over the next two months. GED testing will start when the cameras are installed and the lines are run, which is expected to be completed in late Fall. Bodies are trickling in for Learning Link services, including some participants in the Summer Youth Employment Program and the Youth Work Experience.

Chromebook Loaner Program: The launch of the program will commence when the protective covers and cases for the Chromebooks arrive. Referrals will come from One-Stop partners for Chromebook loans. All SNAP/TANF and G-Jobs participants will be issued Chromebooks. Loaners will be available at the library for GA-28 participants with a provided referral. The equipment is insured for damage and loss.

Public Outreach Campaign: The plan for One-Stop's outreach using the extension of 2021-2022 funding is ongoing. Nidia Sinclair and Eric Romolini have been working with Ahmad McDougall at the State to meet the requirement of the modified rules on what messaging is allowed to be conveyed to constituents targeted for outreach. Language directed at SNAP/TANF/GA customers is prohibited. The One-Stop's QR code will appear on all outreach materials. The services of the county's consultant, Spark Consulting, are being used to retool the outreach message to the public but thus far, three submissions have been rejected. Approved advertisement on the PATCO Hi-Speedline, television and print ads will be used.

Incumbent Worker Training (IWT): The second class with the ShopRite cohort will be starting in September. Five courses will be taught over a 2.5-year period. IWT is moving forward with other possible cohorts as the college identifies more potential businesses, such as Good Will, Lockheed Martin and others. County public entities are under consideration for CDL Training with a training provider.

Youth Work Experience:

Frank Cirii, One-Stop, Local Area Director

The 6-week work program has been going well. Jyi Peterson and Diana Plaza continue to work with Leslie to streamline the finance process for the program. Jyi has been effective in getting good vendor resources in the mid and southern parts of the county to participate in the program. Gregg asked if there was a current list of the largest employers in the county. Jeff mentioned that Leslie Hirsh or Mike Dugan may be resources for the information.

Summer Youth Employment Program

Leslie Williams, Workforce Development Board, Comptroller

There are 40 participants engaged in the program with 23 employers. The youth completed 35 hours of paid work-readiness training sessions which were facilitated by members of the committee, One-Stop staff and the business community. Jeff Swartz acknowledged Leslie's daughter, who taught his class when his father-in-law suddenly passed away. Monthly reports for activities and finances are submitted to the State and a reimbursement package is also submitted to the county finance office. The program is running very well.

MIS, WIOA, Youth Work Experience

Laurie McGuire, Camden County One-Stop Career Center, MIS Manager

The in-house Youth Work Experience and people are being assessed for the Learning Link and further education. The State has changed the way that this program is entered into the operating system. They want all programs to be generic so when reports are run, there are no identifiers as to whether it is a service provider or if it's internal. The State no longer wants any information differentiated or any breakdown of service provider. The services offering numbers were provided by the State across the board and creating other offerings or breakdowns for internal purposes is prohibited. The explanation provided by the State for the change is that the excessive number of offerings were problematic for their monitoring processes and they want the local offerings limited to 14 elements.

Regarding the WDB Summer Youth Employment Program participants, all of their registrations are in the AOSOS, however none of the funds to services are entered because the place of employment assignment, assigned activity and the worksite information is required. The participants are not currently matched to the program funds and their information will have to be entered retroactively. Preliminary reporting indicates we may have met, or will closely meet, credential in all three categories: Adult, Dislocated Worker and Youth.

The State is has advised that for youth and for dislocated worker across the board, we only have 30 days for a service to occur and for it to be in the system. Pressure will be put on service providers to submit bi-weekly and they can no longer hold things as they have done in the past. For example, some of the providers have submitted information months afterwards and that will no longer be acceptable. The State will be doing their monitoring by taking periodic snapshots of what is entered in the system by MIS. These changes were announced at a meeting in late July and effective immediately.

Board of Social Services Report

Michaela Jones-Benjamin, Board of Social Services, Human Services Specialist 4

Administrative Updates, Staff & Training

There's no official date for the relocation of the Board of Social Services to the One-Stop, but the target is to have the move completed in October, or on a holiday weekend before the end of the year.

The BSS is continuing to place clients into activities. At this time, only GA clients can be sanctioned. There is still a hold on sanctions for TANF clients. We have GA protocol, but majority of the clients are participating via zoom and we have a small amount that come to the One-Stop for protocol class. In general, clients are comfortable with Zoom because sometimes it's easier for them to use Zoom to do all of their job searches and then submit it that way than it is to come into the building.

No update was provided for the SAFE Program training.

The BSS is still working on converting files to the digital format and file storage and trying to have it all taken care of before the move takes place. The status of the lease on the file storage location was not available.

The following numbers are for July's activity:

New Applications Received in July	1976	
YTD Applications Received	1976	
Total July CSA's - 202	GA - Not Provided	TANF - Not Provided
YTD Total CSA's - 202	YTD GA - Not Provided	YTD TANF - Not Provided
<i>CSA is an assessment to determine the type of work activity assigned or deferment from the work requirement</i>		
	July	
Employable activities	55	
Unemployable referrals/exemption from work requirement	92	
Referred to G-Jobs	14 referrals (4 reported, 3 remained in class)	
G-28 Protocol	83	
CWEP referrals	11	
Employed (received support from case management)	NA	

Division of Vocational & Rehabilitation Service Updates *(Absent/Gregg gave comments)*

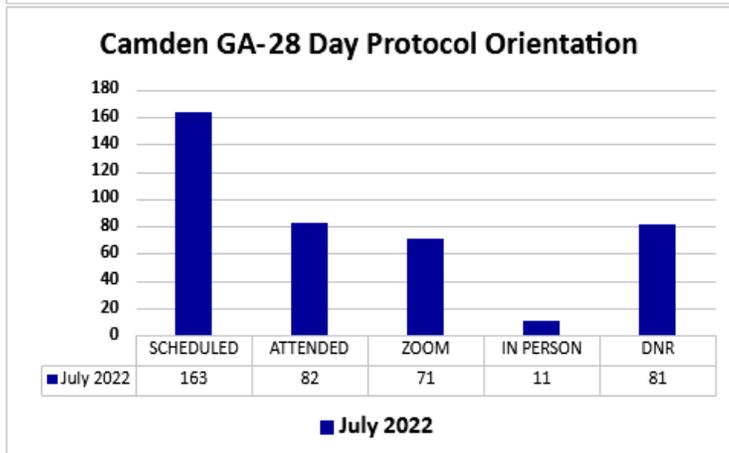
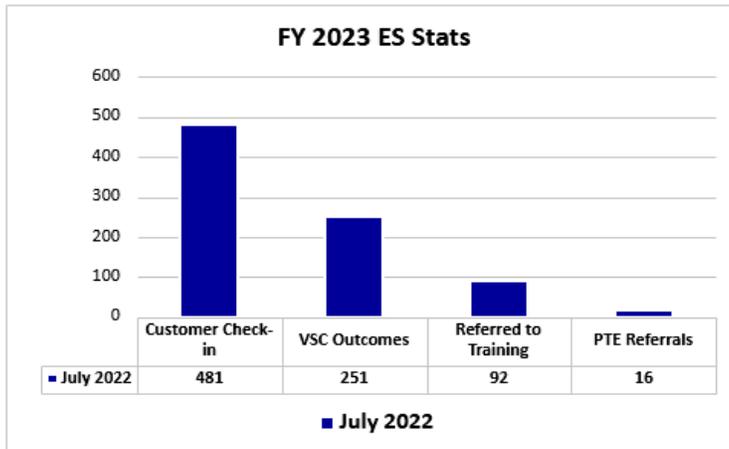
Jeff Deitz, Division of Vocational Rehabilitation Services, Manager

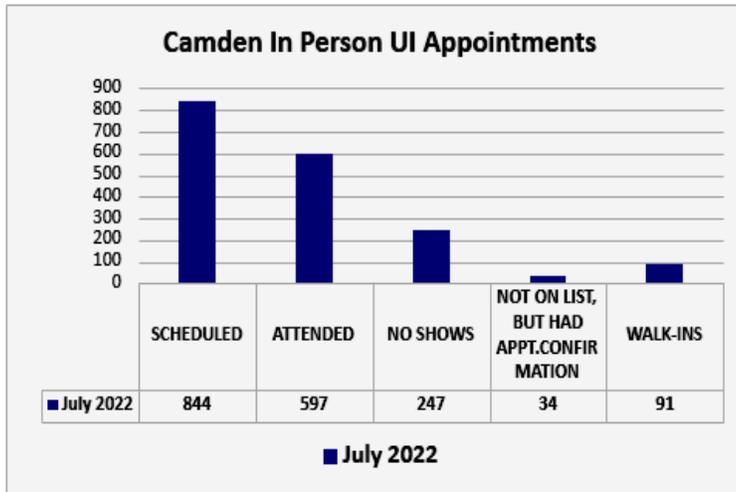
Project Search has a total of 5 at Jefferson and 5 at TD Bank. The office is up to date with new staff in place and in-house training started.

Employment Services-LWD Updates

Kristi Connors, Labor and Workforce Development, ES Manager (did not attend, charts provided)

- Options to moving away from AOSOS are still being explored by the Modification Team. Geo-Cities and Salesforce are being considered. Of the 15-16 ES Services originally using AOSOS, only NY and NJ remain.





There is still no word a new appointment of a UI Chief or Manager. The Forklift Safety Certification had no activity to report. Google Suite is still being blocked. There has been indication of a modification or a tie-in with Salesforce that would allow use of Google Suites, so ES doesn't have to basically shelve the existing program. It is a priority to get the operating system significantly updated to where it should be. Kristi mentioned potentially polling the agencies that changed from AOSOS and asking what changes they made and what the results were. The State is being piloted for a complete UI system upgrade to move away from the decades-old Cobalt system.

Workforce Development Board

Jeffrey Swartz, Executive Director

Jeff noted that his Director's Report is available for review and reminded the meeting attendees of the Quarterly Board Meeting on September 21, 2022. The feature speaker will be Kevin Kurdziel, GSETA President. He will talk about the upcoming GSETA Conference and statewide and national activities.

Business Services Outreach Team (BSOT)

Bob Weil, Chair

Bob provided the following updates as provided in the most recent BSOT Committee meeting:

- **Irene Perez** (DVRS) said that there was a successful event held with federal contractors on June 22nd and everyone that was there was interviewed, including several walk-ins. The DVRS is surveying everyone who attended, as well as the employers, to see if any connections were made for employment. Irene Perez also mentioned that there's going to be a job fair at Camden County College in October, which is Disability Awareness Month. Two other projects that they're working on is a paid internship where DVR pays 100% for the intern, and the client can be someone who's been unemployed for three or more years, which should be a help for certain populations. The other project is a state program called "SAME," for The State is a Model Employer. The program guarantees a good faith interview for applicants with disabilities with all accommodations.
- **Ricky O'Hara** (DVRS) reported that there was going to be a civil service informational session on July 27th, and update on the event is expected during the BSOT meeting later in the day. An update is also expected for DOT position that will be opening up soon.
- **Mike Leonetti** (Paraprofessional, Camden County One-Stop) reported that the first Incumbent Worker Training Program (IWT) with ShopRite went smoothly. A few matters need to be tweaked so the next cohort is improved.
- **Ray Guzman** (NJ DOL) is working with Cumberland County and Camden County in Jeannie's absence. He mentioned that there was a low turnout for a virtual event with Gourmet Dining which was trying to fill 100 positions. The employer is willing to work with personal schedules and accepting new hires at all different levels of experience. Ray also mentioned that the 76ers have some job openings but thinking that they're

higher-level professional positions at this point. He is working to see what the open positions are, so we can advertise them.

- **Bill Moen** (Camden County College) announced that the Navy is apparently putting together a heat map to determine whether this area is a good fit for putting together the infrastructure for building the next generation of ships and subs. A lot of welders and contractors will be needed to support that mission. Bill stated the college gave a tour to TMG Industrial, which is a company that the Navy contracted with to build the pipeline for the next generation of ships.
- **Bob Regensburger** (Lockheed Martin) provided an update that Lockheed Martin still has openings for engineers, but their Moorestown facility will be taking on some of the responsibilities from their Baltimore facility. The transfer of work from Baltimore, along with the creation of the heat map, could be indication that the Navy is considering this area for the production of the next generation of ships and submarines.
- **Derena Shafer** (Camden County College) introduced Melanie Gaskins, who's going to be working with students to build awareness of career exploration opportunities.

Open Discussion

Gregg DeBaere, Chair

- ACE initiative participants have a 100% pass rate on the CAST test. The Line School Training has had a few hiccups causing further delays to its start. Leslie noted that the program now has a great new representative from Atlantic City Electric who has stepped in to actually make some things happen.
- An SETC Governance Committee meeting is scheduled next week, to continue approving additional counties for their certification.

Adjournment

Gregg asked for a motion to adjourn. The motion was made by Leslie Williams and seconded by Frank Ciri. The meeting adjourned at 10:04am.

The next meeting for the Operations Committee will be on Friday, September 9, 2022 at 9:00am.

Submitted by:

Debra Vaughn

Assistant to the Executive Director