



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

**BUSINESS SERVICES AND OUTREACH TEAM MEETING MINUTES
THURSDAY, AUGUST 17, 2023, 2:00 PM (ZOOM CONFERENCING)
1111 MARLKRESS ROAD, SUITE 101, CHERRY HILL, NJ 08003**

ATTENDANCE

COMMITTEE INFORMATION AND ATTENDANCE								
Name	Organization	Trustee Member	16-Mar-23	20-Apr-23	18-May-23	15-Jun-23	20-Jul-23	17-Aug-23
Thompson Ryan	Truist Bank, BSOT Chair		X	X			X	
Adams, Darrel	Camden County 55+ Program							X
Askie-Rosario, Andrea	CC Commission of the Blind				X	X		X
Baer, Jessika	NJ DOL			X				
Bass, Henry	NJ DOL						X	
Cirii, Frank	CCOSCC	X		X	X			
Davis, Gerald	CCOSCC				X	X		
Davis, Taylor	KIPP New Jersey		X	X				
Deitz, Jeff	DVRS			X		X		
Farrar, Gary	Transportation		X					
Field, Nicole	NJDOL					X	X	
Forman, Lois	Jewish Family & Children's Service							X
Fugee, Antoinette	Cooper			X		X		
Gaskins, Melanie	Camden County College							
Laguna, Connie	Truist Bank		X					
Law, Quinton	Camden Community Partnership						X	
Leonetti, Mike	CCOSCC		X					
Lex, Jim	Camden County Improvement Authority		X					
Lord, Lisa	CCTS							X
McCormick, Carol	Camden County College		X		X	X		X
Moen, Bill	Camden County College		X	X				X
Page-Soncrant, Jeanne	NJ DOL, Business Rep.		X	X	X			X
Perez, Irene	DVRS		X			X	X	X
Quinores, Cris	WAWA							
Regensburger, Robert	Lockheed Martin	X	X	X	X	X		X
Shafer, Derena	Camden County College		X		X	X	X	
Sinclair, Nidia	Camden County One-Stop						X	
Spector, David	NJDOL				X		X	
Urkowitz, Ronda	Cross County Connection TMA							
Weil, Robert	Connor, Strong, and Bucklew	X	X		X	X	X	
Yares, Yoni								
Henderson, Bridget	WDB							X
Levitt, Alex	WDB		X	X	X	X	X	X
Swartz, Jeffrey S.	WDB		X	X		X	X	X
Vaughn, Debra	WDB		X	X	X	X	X	X
Williams, Leslie	WDB							

WELCOME

In the absence of Ryan Thompson, the meeting was led by Jeffrey Swartz. He greeted committee members and guests and opened the meeting at 2:00 pm. Jeff asked attendees to introduce themselves.

APPROVAL OF MEETING MINUTES

Jeff asked for a motion to approve the minutes from the July 20, 2023 meeting. The minutes will be updated with the cost of the Camden Loop ride (\$2.00). Motion for approval was made by Jeanne Page-Soncrant and seconded by Jeff Swartz. By a majority vote to the affirmative, the minutes for the July 20, 2023 meeting were approved.

NJ DOL Business Services

Jeanne Page Soncrant, Business Services Representative

- All of the business representatives were assigned to the working papers project in May. Effective June 1st, the working papers process for minors is now under the purview of the DOL. The process is now completed

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online, with the youth and parent/guardian/caregiver creating a profile and the employers are also involved.

- Jeanne has been training Henry Bass, Ricky O'Hara's replacement, as Veterans Business Representative for Burlington, Camden and Gloucester Counties. She welcomed Darrell Adams, a new job developer with the Workforce 55+ program. She continues to circulate information and hiring announcements.
- **Outreach**
 - Jeanne will meet (8/20) with the new Camden Business Council, created specifically for Camden employers. She has been meeting with a small group of the program coordinators or program representatives in Camden County (Darrell Andrews from Workforce 55+, Andrea Askie-Rosario. CC Commission of the Blind and Visually Impaired and Irene Perez of the NJ DOL Division of Vocational Rehabilitation Service and Henry Bass, NJ DOL Veteran Services Representative) to discuss demographics and build a rapport. Jeanne commented that it's been going pretty well, with a lot of cross-sharing of employers. She is trying to build an interest in OJT participation and stated that there's still so much OJT funding available and added that even some agencies, government agencies or quasi-government agencies have been given OJT funding.
 - The NJ Division of Civil Rights will lead the Lunch and Learn on Friday, August 25th. They will discuss the legalese of civil rights for employers on the subjects of breast-feeding requirements, sexual harassment, race & gender discrimination, reasonable accommodations, pregnancy and the Equal Pay Act.
 - The African American Chamber of Commerce of NJ (AACCNJ) will participate in a job fair and resource event at Camden County College in Blackwood on Thursday, September 7th from 10:00 am to 1:00 pm. In addition to employment opportunities the AACCNJ will offer career coaching, résumé assessments, interviewing tips and more. They are seeking 30 employers to attend and have requested a presence from the County.
 - Jeanne held a virtual recruitment for the Camden County Department of Corrections. Of almost 500 people who registered, there were 150 to 170 people attendees. She also held a virtual recruitment this week for PILOT (Personalized Independent Living Opportunities and Training) Services for Direct Support Professionals (DSPs) to assist people with moderate to severe disabilities in group homes. Approximately 37 people were on the call for the DSP positions.
 - South Jersey Port Corporation, which is responsible for the port locations in Camden and Gloucester Counties, has positions open for part time/as-needed security, with possibly one full-time security position. They also have an administrative assistant position open, however, they are seeking candidates with executive-level administrative assistant skills for an annual salary of \$43,000. The positions offered are union jobs, and their office support staff are federal union positions. Salaries are contractually set.
 - Gloucester County will hold an event that focuses on job seekers who are in their re-entry program. The event will be hosted by the Rowan College of South Jersey on September 15th.

Irene Perez, NJ DOL Division of Vocational Rehabilitation Service

Irene provided the following update:

- The DVRS is currently vetting a staffing agency called PeopleShare. The company has worked with the Office of Vocational Rehabilitation (OVR) in Pennsylvania and they have expanded their operations to NJ through NJStart. PeopleShare interns who complete their OJT are hired by their assigned company. PeopleShare also offers remote jobs.
- American Water has developed an initiative to hire disabled individuals which they shared in a meeting that included Jeanne Page Soncrant, Irene Perez and a representative from the Commission for the Blind. Plans were discussed to hold a targeted hiring event at American Water but it will be postponed until October 2024 for budgeting reasons. American Water is still interested in meeting with Irene, Andrea and their own team members to work on making its workplace accessible to everyone.
- DEAM (Disability Employment Awareness Month) and targeted hiring events will take place in October,

which is National Disability Employment Awareness Month (NDEAM). Several employers in different counties were awarded DVR grants to hold NDEAM or targeted hiring events.

- The DVRS is circulating flyers offering employers opportunities to provide paid internships which pay 100% of an intern's salary for six to eight weeks. Flyers for OJT will be shared when they are completed.
- Jeff reminded meeting attendees to forward event flyers to Alex to be uploaded in the event section on the WDB website and social media. The information should be a flyer, pdf, QR code or picture format. A spreadsheet is kept at the office of all of the events that office staff will participate in.

Regional Updates

Jeffrey Swartz, Executive Director

- Jeff commented while on a recent call with Camden Works, he learned that the Camden Loop has actually completed 6200 rides as of the beginning of this week (Aug 14th), which is outstanding. According to the passenger survey data, the average ride rating is a 4.8 out of 5. The rating shows that most passengers are happy with the service. The one area outside of Camden that the Camden Loop will travel to is the ShopRite in Garden State Pavilion on Route 70 in Cherry Hill. Camden residents can get a ride to that location for shopping.
- The Atlantic City Electric Training Initiative, its SPARK program, is an internship and externship program that is running this summer. The Line School Program will continue next year, with a number of candidates already lined up for it.
- Garden State Employment and Training Association (GSETA) will be having its annual conference on October 18th & 19th at the Hard Rock Hotel in Atlantic City. Registration can be done online at www.gseta.org (follow the prompts for the conference registration). The event offers national and regional presenters, during two full days of workforce learning and networking opportunities. With 600 tickets offered, close to 400 people are registered for the conference. Registration will be open until Labor Day (Sept. 4th). A full catalogue of the course offerings is available for review on the website at <https://www.gseta.org/wp-content/uploads/2023/10/GSETA-2023-Conference-Catalog.pdf>.

Lois Forman, Jewish Family & Children's Service (JFCS)

Lois shared a story of a woman who called the JFCS this past Friday for assistance to cover her motel expense for the weekend. She is food insecure and was living in a motel after being sick, then losing her job and her home. After receiving food and assistance with her lodging, the woman came into JFCS for intake on Monday. She met with the Director of the Family Assistance Program and the rest of the team and provided more information. When the woman disclosed that she was looking for work but had not succeeded beyond initial interviews, she was referred to Lois. Upon meeting with Lois on Tuesday, a review of her résumé highlighted call center related experience. After practicing some interviewing skills, Lois suggested that she apply for a position posted on the JFCS job board at a collection service. Once she applied, Lois reached out to the recruiter, who pulled the résumé and the woman started working on Monday.

- Lois commented that because of good relationships with recruiters and WDB partners, the JFCS can make a difference one case at a time and provide so many services to help individuals in the community. She welcomes job listings from employers to be posted on the JFCS job board at no charge.
- Two women, a refugee from Ukraine with working papers, and another who is seeking asylum from Colombia, now have their own marketing business, and are helping entrepreneurial women get started in business.
- In another instance, Lois noted that many times in the course of conversation, a person will disclose personal information and she will know which partner's services to refer them to. For example, Lois stated that if a person mentions having a brain injury or other disability, she knows to refer them to DVRS.
- The JFCS is currently holding a drive for snacks and things for kids and is always looking for businesses that are willing to do a food drive on their behalf. Once collected, a JFCS volunteer will pick up the donations and deliver them to the pantry for distribution.

Bill Moen, Camden County College (CCC)

Camden County College is preparing the Fall semester. Convocation will be held on Tuesday, August. 29th.

- On Friday, September 22nd, CCC will hold a Workforce Development Day event at its William G. Rohrer Center at 1889 Rte.70 E in Cherry Hill. A flyer to promote the event should be finished at some point this afternoon and will be sent to local employers, and also to Jeanne Page-Soncrant and to Alex to post on the WDB's web page and social media. This year's event will focus on local employers and showcasing the partnerships that exist between the Workforce Development Board, the One-Stop and CCC. Jeff will be part of the event program, highlighting the work accomplished through partnership.
 - To demonstrate the value of the workforce development program, CCC's will present its most popular class, which is tied to emotional intelligence, to attendees in the afternoon.
- In November, planning will begin for CCC's National Apprenticeship Week event. Currently slated for Thursday, November 16th, the event will be held at the CCC Blackwood campus.
- Camden County College is beginning its second year of participation in the U.S. Navy's submarine building program, which is in its third year. The College has provided local employers with data about how many graduates are ultimately passing through its doors seeking work in certain specific degrees that are important to the shipbuilding companies which will be working with the Navy to build the next generation fleet of ships on the Delaware River. Just today, CCC submitted updated numbers to employers of students enrolled for the Fall semester that will be graduating in December or May, and also for those enrolled in non-credit coursework that is specific to some of the trade training programs for anytime between May and June of next year.
 - Because of the demand received, in terms of interest from not just employers but also from training providers, the group managing the submarine project on behalf of the Navy has decided to more or less spin off a New Jersey-based group. The decision is a good sign that employers on both sides of the Delaware River are stepping up to say they want to serve the mission of the Navy. More information for the NJ-based group will be coming out over the next few weeks and will be shared with this committee and the Board as it becomes available. The College is very proud to be part of the pipeline of qualified candidates for employment.
- Irene Perez asked Bill if CCC has a committee that DVR can join to gain information to refer its clients for apprenticeships. Bill responded that, other than the upcoming National Apprenticeship Week event, the College is hosting in November, there are a few opportunities for collaboration they recently learned about that that Irene he will share with Irene. In addition, he noted that the County has an apprenticeship coordinator with which she can connect.

Lisa Lord, Camden County Technical School (CCTS)

CCTS is preparing for the start of school in September and revamping a portion of the website to better serve their alumni by creating a link to job boards, resources, and services. CCTS is expanding its offerings to its students, as well as all the alumni.

- The school is starting a Career Connection Program for 12th grade students. The program operates year-round on Tuesday and Thursday from 3:00 to 6:00, offering classes for welding, electric and auto. Welding and auto classes are offered at the Pennsauken Campus and all three classes will be offered at the Gloucester Township campus. The welding program is free to interested 12th grade students. Information can be found on the school's website, which is ccts.org. There's a Career Connection Program link and an online application to fill out on the website. Irene Perez commented to Lisa that the welding program is working, stating the DVR just placed a 12th grade student from the welding program to an OJT with an employer.
- Jeff commented to Lisa that he would reach out to her for an update on the culinary program they'd spoken about earlier in the summer.

Darrell Andrews, Workforce 55+

Workforce 55+ would like seniors in the program for over a three-month period to actively prepare to start for a job search for a higher wage. With assistance from the One-Stop and DVR, Darrell will be the person to expedite the process to get seniors workforce ready and prepared for job search.

Andrea Askie -Rosario, Commission for the Blind and Visually Impaired

Andrea commented that she had no updates to provide for her particular unit. They are brainstorming what to plan for National Disability Employment Awareness Month (NDEAM) in October.

Jeffrey Swartz, Executive Director, Workforce Development Board

- WDB staff participated in several National Night Out events, as well as events at high schools. Upcoming events:
 - On Saturday, September 16th, the Camden County Prosecutor’s Office will host Unity Fun Day from 10:00 am to 2:00 pm. The event will be located at the Louis F. Cappelli Sr. Bocce Court & Piazza on North Park Drive. Event activities include a bike ride/walk, entertainment, food and beverages.
 - Camden County College will host Workforce Development Day on Friday, September 22nd at the William G. Rohrer Center, 1889 Route 70 East in Cherry Hill.
 - On September 22nd, the 2023 Stand Down for South Jersey event will be held at the Cherry Hill Armory at Grove Street and Park Blvd in Cherry Hill. The event brings together veterans of the Korean and World Wars, as well as recent veterans. Participating organizations need to be on site between 7:00 am and 7:30 am to set up. The event from starts at 8:30 am and ends at 1:00 pm. The flyer for the event is posted on the WDB website. Jeff will attend the event with general managers from two Pennsauken Wawa stores.
 - On Saturday, October 21st the Winslow Township Job Fair will be held at the Bud Duble Senior Center at 33 Cooper Folly Road from 10:00 am to 12:00 pm.
- Jeff commented that if anyone would like event information, or has information for events of interest, to contact the office.
- For questions regarding registering for the GSETA Conference, Jeff commented to call him and he will put people in touch with Samantha Pfeiffer, GSETA’s Executive Director. A two-day package or one-day package option is available.
- The Quarterly Board Meeting will be held on September 20, 2023 via Zoom at 9:00 am. Board members should confirm intent to attend the meeting. A quorum is needed to approve the fiscal budget and other business items that are on the agenda. The meeting is open to anyone who wants to attend but confirmation of attendance with Alex is needed for distribution of the Zoom meeting invitation.

THE NEXT MEETING

The next Business Services and Outreach Team meeting is scheduled on Thursday, September 14, 2023, at 2:00 pm via Zoom.

ADJOURNMENT

Jeff asked for the motion to adjourn. Motion was made by Irene Perez, seconded by Lois Forman. By majority vote to the affirmative, the motion was carried, and the meeting adjourned at 2:53 pm.

SUBMITTED BY:

Debra Vaughn
Administrative Assistant to the Executive Director