



<b>Committee Members</b>		22-Jun-22	21-Sep-22	14-Dec-22	22-Mar-23
Banks, Evangeline	Juvenile Justice Commission		X	X	X
Barclay, Arthur	Camden County One-Stop				X
Forman, Lois	Jewish Family & Children Services			X	
Lucas, Angela	Jewish Employment and Vocational Services				
McCormick, Carol	Camden County College, Business Services	X	X	X	X
McKelvey, Chris	NJ Dept. Labor and Workforce Development				X
Page-Soncrant, Jeanne	LWD, Business Services			X	X
Peterson , Jyi	Camden County One-Stop		X	X	X
Sinclair, Nidia	Director, Camden County Career Center	X	X		X
Waller, Darchelle	Winslow Township High School	X	X	X	X
Wardlow-Hurley, Rhonda	HACC Youth Build	X	X	X	X
<b>Guest:</b>		22-Jun-22	21-Sep-22	14-Dec-22	22-Mar-23
Abdill, Suzanne	Department of Education	X			
Abrams, Larry	BookSmiles, Inc.				X
Collins, Christopher (Councilman)	Anointed News Journal				X
Daunoras, Heidi	Pine Hill School District				X
Davis, Pastor Keith	Camden Dream Academy				
DeLaRosa-Delgado, Maria	Camden Board of Social Services				X
Eisenmann, Kevin	Camden County One Stop				
Fetty, Brett	Camden County Technical Schools				
Fussell, Imani	Camden County Board of Commissioners				
Fugee, Antoinette	Cooper University Health	X			X
Guzman, Elizabeth	DVRS				
Hanna, Kaina	Camden County College				
Hill, Lauren	Camden County College	X	X		
<b>Guest:</b>		22-Jun-22	21-Sep-22	14-Dec-22	22-Mar-23
Johnson, Niladga	Camden County Dept. of Corrections				X
Leonetti, Mike	Camden County One-Stop			x	x
McFarland, Salama	Camden County Board of Social Services	X	X	X	X
Mendez, Kelly	Camden County Board of Social Services				
Moen, William	Camden County College				X
Plaza, Diana	Camden County One-Stop				X
Quinones, Cris	Wawa	X		X	
Richardson, Ryan	NJ DOL				X
Robinson, Terrenny	NJ Industry Partnerships				
Rosario-Askie, Andrea	NJ Commission for the Blind				X
Schafer, Derena	Camden County College				
Smith, Jacob	Success Story				X
Taylor, Karen	Camden County Dept. of Corrections				X
Veneziani, Jennifer	DVRS				
Venable, Margo	Camden County College				
Williams, Rev. Michael	Abundant Life Fellowship Church	X	X	X	X
Young, Jonathan	Camden County Board of Commissioners			X	

Jeff Swartz, Executive Director, called the meeting to order at 8:45 am, and welcomed attendees to the March Quarterly Board of Trustees Meeting.

### WELCOME

Camden County College President, Dr. Lovell Pugh-Bassett, greeted attendees. Dr. Pugh-Bassett commented that Camden County College (CCC) is working to ensure students seeking a degree, certificate, or access to an apprenticeship, have an opportunity to achieve their goals successfully. The college seeks to bridge academics and workforce development by making

sure its students are prepared on their career pathway. Where the opportunity doesn't exist, the college seeks to ensure that students are exposed to opportunities to make academic progress in their chosen area of study and support their career goals in the workforce. For example, students enrolled in the cosmetology program can include business courses that will provide the groundwork of how to run their own business if that is their goal.

- The Cosmetology Program is being expanded. Renovations are being done by the Fall at the Camden City campus to make the program more accessible.
- By way of a grant, CCC hopes to expand the Automobile Repair Program to offer electric vehicle maintenance, so that our students gain the knowledge necessary to repair electric vehicles.
- CCC is reimagining its services for students with disabilities to make sure their Transitions Program Grant offers maximum opportunities to students transitioning into the real world.
- Dr. Pugh-Bassett concluded saying Camden County College continues to make changes and seek partnerships that benefit its students, and the community as a whole.

Jeff Swartz continued on with the meeting, stating that it would be an open-mic theme so attendees could gain an understanding of the functions of the Board's committees.

- Alex Levitt took an official roll call of Board members in attendance.
- Jeff Swartz led the Pledge of Allegiance
- Reverend Michael Williams gave the invocation.
- Jeff introduced Jyi Peterson, Counselor at the Camden County One-Stop, to share a WorkFirst success story.

Jyi thanked the Youth One-Stop, resource center staff and the MIS Department before discussing the youth work experience program. Before providing a brief background of Jacob Smith, the selected "Success Story" of the Work Experience Program, Jyi commented that the Work Experience Program was changed this year to adapt to more of a work-cycle learning experience, where the client has the opportunity to work at the work site, and still come into the office to gain employable skills such as resumé preparation, financial literacy, and obtain information about the labor market. Jyi noted that Jacob came in with unique experiences and had abilities of a great makeup artist. Mr. Kalieb Bey, owner of Absolutely Fabulous Hair and Sea Bar II Restaurant in Washington Township NJ, hired him through the work experience. Jacob will be soon attending Rizzieri for cosmetology and makeup.

#### JACOB SMITH, SUCCESS STORY

Jacob shared his experience at the One-Stop, and the people there who impacted him and his 6-week work-site experience. He also spoke of gaining employment at his worksite, continuing to learn there and how much he was looking forward to starting cosmetology school at Rizzieri Aveda School. Jeff presented Jacob with a Certificate of Accomplishment.

Leslie introduced Jacob's employer, Kalieb Bey, owner of Absolutely Fabulous Hair and Sea Bar II Restaurant in Washington Township NJ. Mr. Bey spoke briefly of his introduction to the Work Experience Program as an employer site and what a great job Jacob did. He told Jacob about the opportunities that await him, and that he very much wanted Jacob to return to Absolutely Fabulous Hair once he finished cosmetology school. Mr. Bey applauded the work of the program that offers youth an opportunity to flourish, and how important it is for employers to participate as worksites.

## BUSINESS MEETING - SUNSHINE LAW

Pat Abusi, Systems Performance Chair, read the following:

- In accordance with the Sunshine Law and the public's right to know, we are required to provide adequate advance notice of our meetings. This meeting was advertised on the WDB's website, and in the Courier Post on March 8, 2023. Therefore, the public is welcome to witness the process by which governmental decisions are made and see democracy in action. Due to the COVID-19 restrictions, the notice of this meeting was emailed to members and previous guest attendees in advance.

## APPROVAL OF MEETING MINUTES

- The minutes for the Quarterly Board of Trustees Meeting held on December 14, 2022, were sent electronically to the full Board of Trustees for review. Pat Abusi, asked for a motion to approve the minutes for the December 14, 2022 meeting. Motion was made by Carl Donato, seconded by Bob Weil. By unanimous vote to the affirmative, the motion carried and the minutes for the December 14, 2022 were approved.

## MOTION TO DESIGNATE AN EQUAL OPPORTUNITY OFFICER

- Motion was introduced to designate Equal Opportunity Officer for the Workforce Innovation and Opportunity Act (WIOA), Section 188. Local workforce development boards are required to designate an Equal Opportunity Officer who will be responsible for the implementation of non-discriminating and equal opportunity provisions of the Act, which prohibits discrimination on the basis of race, color, sex, national origin, age, disability, or political affiliation or belief, or for beneficiaries, applicants, and participants only on the basis of citizenship status or participation in WIOA Title One financially assisted programs or activities. The Camden County Workforce Development Board with the Local Area Operations Director has selected Marisol Vasquez to serve as the Camden County Workforce Development Board, designated Equal Opportunity Officer. Pat asked for a motion to approve the appointment. Motion was made by Michael Willman, seconded by Jennifer Young. By unanimous vote to the affirmative, the motion carried, and appointment of Marisol Vasquez was approved.

## MOTION TO AMEND THE BYLAWS CONFLICT OF INTEREST POLICY WITH EXPANSION OF PROCEDURAL GUIDELINES

- Motion was introduced to amend the Bylaws Conflict of Interest Policy. Prior to this meeting, all Board of Trustee members received a copy of the current conflict of interest policy, included in the bylaws, as well as a proposed revised expanded conflict of interest policy. The revision provides a clear description of the purpose of the policy and a more detailed explanation of the requirements and procedural guidelines concerning the policy. Pat asked for a motion to amend the bylaws by replacing the current conflict of interest policy with the revised conflict of interest policy. Motion was made by Michael Willman, seconded by Carl Donato. By unanimous vote to the affirmative, the motion carried, and the amendment was approved.

## ONE STOP CAREER CENTER UPDATES

Nidia Sinclair, Operations Director, Camden County Career Center

- The One-Stop is meeting its targets for adult credentials, dislocated worker, and youth credentials.
- The One-Stop operated during COVID. The office is open, and customers receive services in-person and virtually.

- Incumbent Worker Training continues through Camden County College, ensuring that employers can position their employees for promotions and in turn, open up opportunities for new employees.
- Staff continues to work diligently with the participants of the Youth Work Experience.

Jeff began to call on the Chairs of the Committees to discuss their work.

### ABILITIES COMMITTEE

Carl Donato, Chair

As Chair, Carl set the focus of the Committee on supporting Veterans.

- The Abilities Committee includes One-Stop, Cooper University Hospital, the Division of Vocational Rehabilitation, Jewish Family and Children Services, JEVS Human Services, Arc of Camden County, JEVS Hire-Ability, Rowan University and WAWA.
- The Abilities Committee hosted a PTSD Awareness Event last June in partnership with Cooper University Hospital. This year, the committee and Cooper University Hospital will host a veteran hiring and resource event on June 8, 2023. Details are not finalized but the event program will serve three functions: a workshop for employers on how to hire a veteran, assistance from veteran resource representatives and career coaching session for veterans, and a networking opportunity for the employers and veterans.
  - Employers will hear from speakers, including Matt Verney, and receive a “toolkit” of information

Carl thanked the WDB staff for their assistance.

### BUSINESS SERVICES AND OUTREACH TEAM (BSOT)

Robert (Bob) Weil, Chair

Bob Weil of Conner, Strong and Buckalew, introduced himself and Vice Chair, Ryan Thompson of Truist Bank, and his committee members. He noted that the Business Services Committee works to identify and solicit employers to match open job slots with the perspective employees. He thanked Jacob Smith and Kalieb Bey for being present, noting that their story illustrated the committee’s goal of providing people in need of employment with training that leads to jobs. The business services outreach team meets once a month and serves as sort of the clearing house for all the activities that are going on, such as job fairs and job postings, which are added to a page on the WDB website.

- Bill Moen, Camden County College, Executive Director of Workforce Development and Innovation
  - Bill commented that the next generation of Navy submarines are going to be built in Philadelphia. The U.S. Navy identified the Philadelphia region as a hotspot for investment in a workforce pipeline and asked the training providers like Camden County College and other institutions to support the mission of training future employees for the companies that will build the submarines. Camden County College is meeting with employers on both sides of the Delaware River, which are working in welding and engineering spaces
- Jeanne Page Soncrant, NJ DOL, Business Representative
  - Jeanne commented that her job is to reach out to employers, businesses or schools, any kind of employer about their labor needs, and talk to them about incentives and programs that the Department of Labor and the County offers to employers. She also assists with recruiting events.

- Ryan Thompson, Truist Bank, Banking Officer, Branch Leader 1, BSOT Committee Vice-Chair
  - Ryan commented on Truist Bank’s financial literacy and financial learning programs, which are led by branch leaders for employee meetings or presentations. They will be teaching financial literacy for the Summer Youth Employment Program.
  - The BSOT Committee has been working on the transportation issue in Camden County. It has identified a small business in South Jersey, Drivers Seat/Philadelphia, which is willing to assist with getting people to work once funding is identified.
- Antoinette Fugee, Cooper University Hospital, Workforce Development Consultant
  - Antoinette stated that Cooper University Hospital is recruiting frontline workers and to create a feasible opportunity for training so they can move up in the Cooper workforce.
  - Cooper University Hospital is working through its partnerships with Camden County College and other organizations with incumbent worker training funds to allow employees to work and receive additional training, such as nursing and on new programs for such things as certified medical assistance, and critical care technician.

### LITERACY COMMITTEE

Marlyn Kalitan, Vice Chair

Marlyn commented that with the help of Hopeworks and a Rutgers graduate student, the Literacy Committee compiled data from the census and put together the literacy needs assessment, focusing its attention on the areas outside of Camden City which were most in need: Lindenwold, Clementon, Pine Hill. The Committee will hold an outreach event at the Clementon Memorial Library.

- Bring a Child to the Library Day will be held on Thursday, April the 20th, and it's from 4:00pm to 7:00pm at the Clementon Memorial Library. The event will include a take-away bookmark making project, a scavenger hunt, raffles of ShopRite gift cards, and storytelling by some of the athletes from Overbrook High School. Books will be given away by Larry Abrams of BookSmiles, a book bank that has collected hundreds of thousands of gently used children's books. Larry emphasized the need for baby board books so interest in books can start at the earliest age. Heidi Daunoras created the event flyer in both English and in Spanish and they'll be distributed throughout the schools and displayed by local businesses. The committee has worked with Clementon Councilman Chris McKelvey to prepare the library for the event and in a continued effort to have the library reopened to serve the public. ,

### SYSTEMS PERFORMANCE COMMITTEE

Pat Abusi, Chair

Pat explained that the System Performance Committee strives to achieve and support a system of accountability and integrity, demonstrating success through performance standards, outcomes, benchmarks, and quality of data. Meeting on a quarterly basis, one of the roles of the Systems Performance Committee is to ensure that the Workforce Development Board contracts with vendors and partners are being spent according to applicable state and federal grant guidelines and laws. The committee is essentially responsible for the accounting and monitoring for state and federal grants. Its goal is to improve the job skills of all New Jersey residents as well as our residents of Camden County by creating a coherent, integrated system of employment and training programs and services which, in concert with the private sector, will create an equal access to the opportunities needed to attain, and maintain employment for the residents of Camden County. The System Performance Committee monitors and performs the following tasks:

- Performs accountability for grants and partners.

- Encourage improvements in workforce systems performance, transparency of program performance and outcomes.
- Evaluate and analyze workforce programs and services.
- Provide fiscal planning and management for the one stop system through statistical analysis.
- Develop standards for customer service satisfaction.

### YOUTH COMMITTEE

Alex Levitt, Administrative Assistant WDB

In Matt Verney's absence, Alex discussed the work of the committee.

Alex commented that the Youth Committee recognizes that the youth need a pathway to success and an environment that is designed to meet their comfort level for learning. The Camden County Youth One Stop staff have worked diligently to bring these youth into the workforce. The out of school youth ages 16 to 24 that face significant barriers to future successes including adjudicated youth, young people enrolled in or aging out of foster care, homeless youth, as well as children of incarcerated parents, and the migrant, seasonal farmer. These youth are encouraged to participate in the services available at the Youth One-Stop.

- One of the main accomplishments of the committee was a Youth Services video. The goal for this promotional project was to create a comprehensive video to showcase what Youth Services can be for the entire youth of Camden County. The production utilized members of the community that have been part of eligibility in the process and highlighted Charles Yancey, who gained a CDL license, full employment and was just moving into his own first house with his family after utilizing the services of the Youth One-Stop.
- Currently, a subcommittee of the Youth Committee is working to incorporate a youth presence. In the past, members of schools or a student or have joined committee meetings, but those interactions did not provide a wide-range picture of what is needed for youth in Camden County. The subcommittee aims to bring in youth voices, learn from them and bring what is shared into the main committee for the betterment of the youth community in Camden County.
- The goal for the rest of the 2023 continues to be providing resources for Camden County youth and to get them engaged with our committee to hopefully build a stronger relationship and understanding for the future of this county and the workforce.
- The next youth committee meeting is on Wednesday, April 26th. It will be via Zoom. At 9:00 AM, if you are interested in attending, e-mail [receptionist@ccwib.com](mailto:receptionist@ccwib.com).

### SUMMER YOUTH EMPLOYMENT PROGRAM

Leslie Williams, WDB Comptroller

Leslie commented that the summer youth employment program is an opportunity to help youth learn and develop skills at employment work sites.

- The internship program runs from June 26 through August 18<sup>th</sup>, for Camden County residents ages 16- to 24-years-old. In total, it will be an 8-week program. The applications will be available on the WDB website on April 1st.
- The interns must be able to complete all eight weeks of the program. They will receive a stipend of \$375 per week for eight weeks for a total of \$3000. No taxes will be taken out.
- Employers are needed for approximately 55-60 young people, so interested public or private sector businesses that would like to have an intern should contact the WDB office for an application.

- Antoinette Fugee offered a very positive story of her son’s experience with the Summer Youth Employment Program. She noted that the program application is very detailed, the process includes interviews, and the focus is on making sure that youth who participate in the program are given the opportunity to go where they will flourish.,
- Leslie noted that volunteers were welcome to interview the youth applicants.

### OPERATIONS COMMITTEE

Jeffrey Swartz, Executive Director

The Operations Committee is comprised of the leadership of all our partner agencies at the One-Stop and Unemployment Insurance. The committee oversees the policies and procedures at our One-Stop to ensure compliance and that programs are running smoothly. Two additional activities that the committee participates in is helping to craft the regional plan and local plan. The State mandates that the regional and local plans are updated every four years.

- The regional plan is comprised of the southern seven local areas including Camden County. The regional plan has been completed and is now out for public comment, after which, it will be sent to the State for their review. It will be on the WDB website as well,
- Our local plan is being written by our operations committee and our partners. The local plan looks at some of the regional aspects with emphasis on Camden County. For example, the local plan will highlight some emerging industries in Camden County such as the wine, cannabis and wind industries, and some challenges that we discuss about in our local plan. The local plan will be completed by the end of this month and then it’ll be out for a 30-day public comment as well and be put up on our website before submission to the State.

### ADJOURNMENT

Jeff asked for a motion to adjourn the meeting. Motion was made by Carl Donato, seconded by Arthur Barclay. By a unanimous vote to the affirmative the motion was carried, and the meeting adjourned at 10:25 am.

The next meeting will be virtual on Zoom, on June 21, 2023, at 8:30am.

### **WDB MISSION STATEMENT, AS STATED ON ALL REGULAR BOARD MEETING MINUTES**

*To create the BEST customer driven delivery system for employment, training and education-related programs and services by providing strategic management, planning, implementation, and evaluation to enhance the regions long term economic success for all citizens and organizations.*

- *To provide leadership in all workforce issues.*
- *To provide a holistic delivery of services.*
- *To continually improve the quality of services for all customers.*
- *To empower customers to make informed choices and take control of their careers.*
- *To provide and guarantee universal access to employment opportunities.*
- *To provide quality workers for all the region’s employers.*
- *To create partnerships and collaboration in the government, private and non-profit stakeholders.*

Submitted by,

Debra Vaughn, Administrative Assistant to the Executive Director