



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

SYSTEMS PERFORMANCE COMMITTEE MEETING

NOVEMBER 15, 2024, 9:00 A.M.

ZOOM MEETING

ATTENDANCE:

COMMITTEE INFORMATION AND ATTENDANCE									
Name	Organization	Trustee Member	26-May-23	24-Aug-23	3-Nov-23	16-Feb-24	23-May-24	13-Aug-24	15-Nov-24
Abusi, Pat, CHAIR	Railroad Construction of South Jersey	✓	X	X	X	X	X		X
Cirii, Frank	CCOSCC	✓	X	X	X	X	X	X	X
Cream, Aaron	CCOS, Fiscal Team								
Doran, Ryan	IBEW Local 351	✓						X	
Johnson, Tom, Vice Chair	Independent	✓	X	X			X	X	X
Maguire, Laurie	CCOSCC		X	X	X	X			X
Martin, Lynn	CCOSCC		X	X	X	X	X	X	X
Raymond, James	TD Bank			X				X	
Romolini, Eric	CCOSCC		X	X	X	X	X	X	
Sinclair, Nidia	CCOSCC		X					X	
Weil, Robert	Conner Strong & Buckelew Companies	✓							
Michelle Rohan	WDB Staff								X
Gutbezah, Maayan	WDB Staff					X	X	X	
Richelle Hardison	WDB Staff								X
Henderson, Bridget	WDB Staff		X	X	X	X	X	X	
Swartz, Jeffrey S., Exec. Director	WDB Staff		X	X	X	X	X	X	X
Vaughn, Debra	WDB Staff		X	X	X		X	X	X
Williams, Leslie J	WDB Staff		X	X	X	X	X	X	X

Systems Performance Committee

The Systems Performance Committee develops the standards and criteria of customer satisfaction and continuous improvement for One-Stop partners, programs, and vendors. The committee also provides for the fiscal planning and management for the One-Stop system.

Welcome

Pat Abusi welcomed the attendees and called the meeting to order at 9:06 a.m.

Approval Of Prior Meeting Minutes

Jeff requested a motion to approve the minutes of the August 13, 2024, Systems Performance meeting. Motion was made by Leslie Williams and seconded by Frank Cirii. By majority vote to the affirmative, the motion carried with Pat Abusi abstaining, and the minutes recorded for August 13, 2024 were approved.

Introduction of new WDB staff

Michelle Rohan, Committee Coordinator

Richelle Hardison, Program Evaluator

Program Evaluator Report

Richelle Hardison, Program Evaluator, Workforce Development Board

November 2024 Report-Program Evaluator

Completed: 11/14/2024

Upcoming Monitoring:

- Center for Healing Arts, American Institute, Center for Family Service, The Work Group



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

Completed Monitoring Observations

- Holt Computer Training
 - Holt has been informed that requirements added after the course's end date is a breach of contract which could affect the county's outcomes.
- The Father Center of New Jersey
 - Files need to be organized and concise
 - Due to participants not showing up, Reggie Lawrence, program manager, suggested funding be allocated for bus pass. The participants should be reaching out to their counselors for transportation support services.
 - The student scheduled for a meeting did not show.

WFNJ & WIOA

- All contracts with active participants have been notified of the tuition cap increase.
 - Amendments which have been returned, are currently with the county for signatures.

ITA

- 21 schools have fully executed contracts.

Current ITA Contracts:

- A1 Allied Health Training Center
- American Training Center
- ASI Career Institute
- Avtech Institute of Technology
- Bordentown Driver Training School dba Smith & Solomon Driver Training School
- Medical Construction Industrial Training Center
- Mike's Driving School, Inc
- Pennco Tech – Blackwood
- Center for the Healing Arts
- Robotech CAD Solutions
- Rowan College of SJ - Gloucester Campus
- Rowan College of SJ-Gloucester CTE
- Rowan College of SJ - Cumberland Campus
- American Institute - Cherry Hill Campus
- LasComp Institute of IT
- T Byrd Computer School
- Holt Computer Training, Inc.
- PRISM Career Institute
- Start CDL, LLC.
- Compassionate Care Institute of NJ
- Love Works for All



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

Finance Report

Lynn Martin, Senior Accountant, One-Stop Career Center

The fiscal reports were presented to the committee for FY 2024 for month ending October 2024.

- Fund Balance (See attached)
 - Smart Steps money has not been expended. It is now a separate NGO, the One Stop has not applied for additional Smart Steps money.
- Contract Analysis ((See attached)
 - The Father Center of New Jersey will be reminded to push for more referrals for clothing.
 - Richelle will follow up with Camden County Council OEO regarding spending at only 10% of their contract year to date.

Finance Update

Leslie Williams, Chief Financial Officer

- Monthly Meetings with Lynn Martin and Eric Romolini of One Stop to go over Fiscal Activity, timely submission of reports, and NGO applications. An ITA spending report will be forthcoming for the next Systems Performance Meeting.

Committee Updates

Jeffrey Swartz, WDB Director

- The quarterly board meeting will be on December 18, 2024 at 8:30am at the Camden County College/Roosevelt Hall, Blackwood Campus. Breakfast will be served. We will discuss all of the positivity's that collectively we have experienced during the course of the year.
- The WDB received its certification from the state as well as the MOU/IFA was approved.

Final Remarks

The next System Performance Committee meeting is scheduled for Friday, February 15, 2024 at 9:00 a.m. via Zoom conferencing.

Adjournment

Pat thanked everyone in attendance and asked for a motion to adjourn. Motion was made by Frank Cirii, seconded by Leslie Williams. By majority vote to the affirmative, the motion carried, and the meeting was adjourned at 9:41 a.m.

Submitted by:

Michelle Rohan

Committee Coordinator