



**WORKFORCE DEVELOPMENT BOARD**

*Supporting the Development and Retention of a World Class Workforce*

*Jeffrey S. Swartz, Executive Director*

*Carl A. Donato Jr., Chair*

**ABILITIES COMMITTEE**

**MEETING MINUTES**

**THURSDAY, APRIL 9, 2026 VIA ZOOM**

**ATTENDEES**

Name	Organization	11-Dec-25	8-Jan-26	12-Feb-26	5-Mar-26	9-Apr-26
Donato, Carl, Chair	An Affair To Remember	X	X	X	X	X
Askie-Rosario, Andrea	CC Commission for the Blind			X		
Banner, Salema	Center for Independent Living, So Jersey			X		
Cirii, Frank	Camden County One-Stop	X		X	X	X
Cole, Samuel	High Fcus Centers			X		
De Feo, Marcello	ARC of Camden County			X		X
Floyd, Kwame	Teacher Apprenticeship Network					
Forman, Lois	Jewish Family & Children's Service		X		X	X
Fugee, Antoinette	Cooper University Healthcare	X			X	X
Lynn, Meghan	ARC of Camden County	X	X		X	X
Martin, Janeene	Jewish Family & Children's Service			X	X	X
McClelland, Stacy	Enterprise					
McClintock, Monica	Rowan University			X		X
McKelvey, Chris	Borough of Clementon				X	
Newman, Jason	NJ DOL - Veteran Services				X	X
Perez, Irene	NJDVRS			X	X	X
Quigley, Kimberly	St. John of God Community Services		X	X		X
Rohlfing, Theresa	Center for Independent Living, So Jersey			X	X	X
Rosado, Joeliza	Truist Bank					
Santana, Theresa	Popcorn for the People	X	X	X	X	X
David Square	JEVS	X				
Storm, Jeanne, Vice Chair	American Water	X		X		
Taylor-Walls, Corinne	Weisman Children's Rehabilitation Hospital					X
Thompson, Ryan	MidPenn Bank					X
Weinberg, Oriel	Jewish Family & Children's Service					
Marlyn Kalitan	Pathways to Literacy Chair					
Watson, Jess	MidPenn Bank	X				
Waxman, Nicole	Enterprise					
Hardison, Richelle	WDB Staff				X	
Swartz, Jeffrey S.	WDB Staff	X	X	X	X	X
Vaughn, Debra	WDB Staff	X	X	X	X	X

**WELCOME**

Carl Donato, Chair, opened the meeting at 9:07 AM. Motion to approve the minutes of the March 5, 2025 was made by Kimberly Quigley, seconded by Jeff Swartz. The motion was carried with a majority vote to the affirmative and the minutes were approved.

**INFORMATIONAL EVENT PLANNING**

The committee discussed planning an informational session to educate employers about workforce development services and resources for hiring individuals with ability challenges.

- The purpose of the event is to educate employers about available resources and prevent services from becoming a “best-kept secret.”
- The Jonathan Sinay Building is no longer an option due to a rental fee, as well as concerns about traffic congestion and potential gym floor damage.

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- Kim Quigley offered the St. John of God Hospitality Suite as an alternative venue with a 50-person capacity. She suggested a hybrid format (in-person and virtual), similar to AccessLink forums.
- Jeff proposed using a classroom at the Rohrer Center/Camden County College on Route 70 and Springdale Road as a centrally located option.
- Monica suggested seeking sponsors, such as Bancroft, to offset venue costs if a rental fee is required.
- Jeff recommended a timeframe of 8:30–10:00 AM or 9:00–10:30 AM, with coffee, bagels, and pastries.
- The event has been postponed from May 14<sup>th</sup> to June 11<sup>th</sup> to allow time to secure a venue.
- The committee will explore Camden County College and St. John of God as primary venue options.
- The event format will include presenter talks about services and employer testimonials.
- A display area is planned for organizations to showcase products and services.
- The venue must be confirmed before sending invitations and finalizing the guest list.
- Multiple presenters are confirmed, including DVRS and the Arc of Camden County, with an invitation extended to Jason Newman for veteran services.
- Employer testimonials will be incorporated into the program.
- Jeff mentioned Best Works Industries for the Blind as a potential participant, noting their impressive work with visually challenged individuals.
- Carl referenced his daughter's experience at Wawa as an example of a successful employment story.

### **SUMMER YOUTH WORK EXPERIENCE PROGRAM**

Updates were provided on the summer youth employment initiative and funding.

- The WDB was awarded a grant for the Summer Youth Work Experience Program.
  - Eligibility is based on Camden County residency (ages 16–24), not worksite location.
  - The program will serve 73 youth in total (23 state-funded and 50 Atlantic City Electric-funded).
- A program manager has been hired to oversee the program in conjunction with the workforce board.
- Website materials are being finalized. The information flyer and details related to worksite agreements will be posted on the WDB website and social media.
- The One-Stop will assist with coordination for intern positions.

### **VETERANS SERVICES UPDATE**

Jason Newman provided an update on veteran employment services and staffing changes.

- Jason is now dedicated full-time to Camden County. His colleague, Matt Still, is returning to the Woodbury office.
- New outreach initiatives are planned for the law enforcement and healthcare sectors, such as Cooper Hospital in Camden.
- Stability in staffing will enable more focused veteran employment services.



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**DVRS SERVICES AND TARGETED HIRING EVENT**

- Irene provided a comprehensive update on Division of Vocational Rehabilitation Services (DVRS) activities. DVRS is actively building employer relationships through events and follow-up activities.
- Multiple recruitment initiatives are underway across various sectors and skill levels, including cross-promotion with veteran services to maximize the candidate pool.
- A targeted hiring event for individuals with disabilities and service-connected veterans will be held on April 29<sup>th</sup> at Camden County College, Blackwood Campus.
  - The Abilities Committee will have a table at the April 29<sup>th</sup> event.
  - To date, 40 employers and 10 resource organizations have registered.
- Recruitment efforts are planned for CHOP University Hospital (behavioral specialist positions requiring psychology or sociology degrees).
- A post-event “lunch and learn” is being planned, focusing on DVRS hiring incentives to strengthen employer relationships.

**ST. JOHN OF GOD COMMUNITY SERVICES UPDATE**

Kim provided an update on staffing needs and program activities.

- St. John of God is seeking three employment specialists (currently has 12; needs 15 total).
  - The role serves as the southern agency for DVRS career pathway evaluation, with referrals from the Cherry Hill office.
  - A bachelor’s degree in human services, psychology, or sociology is required (state regulation).
  - Two additional community-based work evaluation sites are needed in Camden County (currently only two sites).
- The career pathway evaluation pilot program has been extended beyond its original one-year timeframe (now in years 2–3).
- The organization’s CARF accreditation (Commission on Accreditation of Rehabilitation Facilities) survey has been delayed from the February–June window to July–August, largely due to challenges in maintaining survey readiness while staff take time off.

**ROWAN UNIVERSITY / TRI-STATE HRMA**

Monica provided updates on Rowan University and Tri-State Human Resources Management Association events and activities.

- All Majors Career Fair at Rowan University main campus (10:00 AM–2:00 PM on the meeting day).
- Free virtual Recruiters Roundtable and Networking event on April 15<sup>th</sup> at 5:30 PM, featuring 4–5 leading recruiters.
- Tri-State SHRM Annual Conference on May 7<sup>th</sup> at the Westin Hotel.
  - Monica highlighted the appearance of the first Phillie Phanatic as a speaker at the annual conference.
- Monica announced the final business-year meeting on June 4<sup>th</sup> at Dooney’s Pub at 5:30 PM, featuring Chief Learning Officer Christopher Ridenhour, GFN, as speaker.
  - Summer networking events will maintain connections during the regular meeting hiatus.



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- Jeffrey confirmed attendance at the May 7<sup>th</sup> SHRM conference and the state SHRM conference in Atlantic City.

**ONE-STOP CAREER CENTER OPERATIONS**

Frank provided a comprehensive update on One-Stop activities and metrics.

- An in-person job fair will be held at Cherry Hill Mall on May 15<sup>th</sup> (Friday, 10:00 AM–2:00 PM).
  - The next job fair is scheduled for September 11<sup>th</sup> at the Cherry Hill Mall atrium.
- Shuttle service is running well daily from 8:30 AM–4:30 PM, with a 12:00–1:00 PM break.
  - Frank encouraged Board of Social Services counselors to inform clients about shuttle availability.
- The treasury inspection checklist has been completed, with the exception of high-traffic area rug cleaning, which is being scheduled.
- An ICE employee incident created an alert but was resolved without issues.
- Three staff members reported a successful virtual GSETA AI conference.
  - Frank emphasized the significant impact AI will have on workforce development operations over the next five years.
- Commissioner Fleischer’s tour of the Board of Social Services and One-Stop is scheduled for April 15<sup>th</sup>.

Testing Metrics:

- 69 GED tests last month (671 year-to-date)
- 82 CASAS tests last month (1,415 year-to-date)
- 28 CareerScope assessments last month (367 year-to-date)

**WDB UPDATES**

Jeffrey provided updates on workforce board administrative activities and strategic planning.

- Local and regional planning processes are on track with state requirements.
  - The local plan was approved by the board at the last quarterly meeting and submitted to the state.
  - The regional plan (seven South Jersey counties) has been completed and sent to the state and SETC.
    - Regional plans must return to each local area for board approval at June quarterly meetings.
- WDB certification is underway, with a May 15<sup>th</sup> deadline (required every two years).
- A succession planning initiative has been launched to ensure leadership continuity.
- Current leadership is committed to continued board engagement.

**COMMITTEE OPERATIONS AND SUMMER SCHEDULE**

Discussion of committee meeting schedule and operational matters.

- The May 14<sup>th</sup> regular Abilities Committee meeting is confirmed.
- The June 11<sup>th</sup> informational event date is set (pending venue confirmation).
- The July meeting is canceled for the summer break.
- The August meeting will be optional attendance.



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- The June 17<sup>th</sup> quarterly board meeting is scheduled in person.
- Carl proposed canceling the July meeting for the summer break and reconvening in August.
  - The August meeting could be optional attendance, similar to the previous year.

**ADDITIONAL COMMITTEE UPDATES**

Brief updates from various committee members and workforce board activities.

- BSOT (Business Service Outreach Team): Ryan reported that the committee remains active with job fairs and information sharing.
- Literacy Committee: The Pathways to Literacy Committee is developing a strategic plan.
- Youth Investment Committee: The Youth Advisory Board subcommittee meeting has been scheduled.
- Systems Performance Committee: The committee is working on reallocating encumbered funds for additional ITAs.

**ACTION ITEMS**

**Debra**

- Contact Camden County College to check venue availability for June 11<sup>th</sup> event

**Kimberly**

- Send employment specialist job description to Jeffrey for distribution to contacts
- Confirm St. John of God Hospitality Suite availability for June 11<sup>th</sup> as backup venue option

**Jeffrey**

- Circulate St. John of God employment specialist job description to network contacts
- Complete WDB certification process with Leslie (Due: May 15<sup>th</sup>)
- Attend SHRM conference on May 7<sup>th</sup>
- Attend state SHRM conference in Atlantic City

**Carl**

- Follow up with Megan later in the day to update on meeting and get her updates
- Attend SHRM conference on May 7<sup>th</sup>
- Update absent committee members on informational event planning details

**Ryan**

- Update colleague on Abilities Committee meeting discussion and decisions

**Irene**

- Send Jason email about targeted hiring event details (April 29<sup>th</sup>)
- Organize post-event lunch and learn focused on DVRS hiring incentives for employers

**Jason**

- Promote April 29<sup>th</sup> targeted hiring event to service-connected veterans
- Develop outreach initiatives to law enforcement agencies and Cooper Hospital in Camden

**Frank**

- Assist with Summer Youth Work Experience Program coordination

**Committee**

- Finalize venue selection for June 11<sup>th</sup> informational event
- Develop presenter lineup and program structure once venue confirmed
- Create save-the-date materials and invitation list for informational event
- Identify potential employer testimonial speakers for event



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**ADJOURNMENT**

Motion to adjourn was made by Kimberly Quigley, seconded by Irene Perez. The motion carried with a majority vote to the affirmative and the meeting adjourned at 9:55 AM.

**The next Abilities Committee meeting will be held on Zoom on Thursday, June 11, 2026 at 9:00 AM.**

**The next quarterly Board of Trustees meeting will be held on Wednesday, June 17, 2026, in person at Camden County College, Roosevelt Hall/Room 102 at 8:30 AM.**

Respectfully submitted by Debra Vaughn, Executive Assistant