



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl Donato, Jr., Chair

**OPERATIONS COMMITTEE
MEETING MINUTES
Friday, April 10, 2026, 9:00 AM on Zoom**

ATTENDANCE

NAME	ORGANIZATION	TRUSTEE MEMBER	25-Nov-25	12-Dec-25	9-Jan-26	13-Feb-26	13-Mar-26	10-Apr-26
Donato, Carl (CHAIR)	Workforce Development Board	✓	X					
Buscher, Steven	NJ DOL-Unemployment				X			
Cirii, Frank	Camden County One Stop	✓	X	X	X	X	X	X
Connors, Kristi	NJ LWD-Employment Services	✓	X	X	X	X	X	X
Deitz, Jeff	NJDVRS	✓				X	X	X
Gutierrez, Inocencia	Camden County One-Stop			X	X	X	X	X
Kelly, Sandy	SLK Partners Marketing	✓	X					
Maguire, Laurie	Camden County One-Stop		X	X	X	X	X	X
McFarland, Salama	Camden County Board of Social Svcs		X		X	X		X
Peterson, Jyi	Camden County One-Stop		X	X	X	X	X	X
Regensburger, Robert	Lockheed Martin	✓	X	X	X	X	X	X
Romolini, Eric	Camden County One-Stop		X	X	X	X	X	X
Sinclair, Nidia	Camden County Resource Center		X	X	X			X
Weil, Bob	Conner, Strong & Buckelew	✓	X	X	X	X	X	X
Wemple, Anita	CPAC	✓	X		X	X	X	
Hardison, Richelle	WDB		X	X		X	X	X
Michelle Rohan	WDB							
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X
Vaughn, Debra	WDB		X	X	X	X	X	X
Williams, Leslie J	WDB		X	X	X	X	X	X

WELCOME

Jeffrey Swartz welcomed attendees and called the meeting to order at 9:05 AM. He asked for a motion to approve the March 13, 2026 meeting minutes. Motion to approve the minutes was made by Frank Cirii, seconded by Bob Regensburger. With a majority vote to the affirmative, the motion carried and the minutes were approved.

WORKFORCE DEVELOPMENT BOARD UPDATES

Leslie Williams

- Local Plan: approved and submitted
- Regional Plan: Under review; currently in public comment period
 - Submitted and under 30-day public comment
 - Will return for final board approval
- WDB Certification: In progress; due May 15th
- Summer Youth Work Experience Program:
 - Program manager secured
 - Application launch scheduled
 - Program to begin end of June

Jeffrey Swartz

Jeffrey discussed the following upcoming budget challenges:



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- Potential merging of Department of Education services with Department of Labor

ONE STOP OPERATIONS

Frank Cirii

- Facility updates nearing completion
- Accessibility review required
- Funding constraints impacting services:
 - Limited funds for Adult, TANF, SNAP, and Youth programs
 - Waiting lists established
 - Adult waiting lists is priority for any available funds
 - Youth program waiting list exists
 - GA SNAP services waiting list exists
- March service data reviewed (career services, testing, RTVs, etc.).

Customers served	139
RTVs Written *all for dislocated workers due to funding constraints in other areas	20

** Jeff offered to request additional funds from the state when the specific funding amount needed for the RTVs was provided by the One Stop.

AOSOS System Challenges

The system is experiencing problems with selective service registration for individuals who are 17.5 years old, creating barriers to enrollment and service delivery.

Significant issues have been identified with RESEA (Reemployment Services and Eligibility Assessment) customer coding:

- Dislocated workers are being incorrectly categorized as adults in the system
- MIS team is actively working to correct these placement errors
- This miscategorization affects funding allocation and program reporting

BOARD OF SOCIAL SERVICES

Salama McFarland

ABAWD/SNAP & Workforce Updates

- Managing large caseload (~7,500 cases)
- Staffing shortages noted
- System challenges with referrals (AOSOS)
- EBT chip cards expected in summer
- March metrics reported (assessments, referrals, employment outcomes)

Client Screening Efforts

- Salama reported on extensive screening activities:
- Approximately 7,500 clients require proper coding review



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- Coordination ongoing with DFD (Division of Family Development) representatives
- Managing referrals and compliance across the client base

Operational Changes

- New Standard Operating Procedure (SOP) has been created
- Staff changes include the loss of a supervisor position
- Ongoing coordination with DFD reps and other administrators

System Integration Challenges

- Salama is working with IT and DFD to resolve system barriers that are preventing information transfer between FAMIS and AOSOS systems. The team is also identifying alternative referral methods to work around these technical limitations.
- **March Performance Metrics**
- 517 initial assessments completed
- 45 clients obtained new employment with supportive services
- **Administrative Updates**
- Updates provided on various waivers
- EBT card changes coming in summer with new chip technology

DIVISION OF VOCATIONAL REHABILITATION SERVICES (DVRS)

Jeffery Deitz

- Weekly orientations ongoing
- Outreach continues at Veterans Haven and ANCORA
- Youth outreach initiatives in progress
- Project SEARCH evaluations underway

NJ DOL EMPLOYMENT SERVICES

Kristi Connors

- Kristi reported that March 2026 achieved the highest service numbers of the year to date
 - Total people served: 3,483
- March represents the peak month for service delivery so far this year
- Internship recommendation submitted
- Pilot recruitment event yielded 3 hires
- AOSOS system issue affecting data classification.
- Potential federal budget reductions discussed.
- Vet Haven: 9 candidates interviewed

BUSINESS SERVICES OUTREACH TEAM (BSOT)

Jeffrey Swartz

- BSOT meeting recap provided:
 - The Teacher Apprenticeship Network introduced
 - Target audience: Career changers interested in becoming teachers
 - Provides support for transition into teaching profession

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- o Upcoming DVRS targeted hiring event at Camden County College.
- o Employer engagement updates.

WDB REGIONAL UPDATES

Jeffrey Swartz

- Regional initiatives (EMT program, aviation apprenticeship).
- NASA grant application (pending).
- Successful AI-focused workforce summit.
- Upcoming meetings:
 - o May 8th (virtual)
 - o June 17th - quarterly Board of Trustees Meeting, in-person at Camden County College/Blackwood

ACTION ITEMS SUMMARY

- | | |
|---|--|
| Leslie: | <ul style="list-style-type: none"> • Send minutes of local plan approval to SCTC to notify them of approval. • Complete WDB certification, including gathering and submitting required documents, by May 15th. • Complete and submit updated accessibility report for the One Stop as part of WDB certification. • Program Manager (Summer Youth Work Experience): Have application up and running by Monday, March 13th. • Program Manager (Summer Youth Work Experience): Collect OSOS intake forms from every participant and send documentation to Frank/Lori for entry into AOSOS. |
| Frank, Brian, Eric, Nydia, and Jeff Dietz | <ul style="list-style-type: none"> • Work together to update and ensure compliance with accessibility requirements for all One Stop partners and update the accessibility report. |
| Frank | <ul style="list-style-type: none"> • Send request to Jeffrey and Leslie for the specific amount of additional RTV funds needed to finish the year. |
| Frank, Inocencia, Nydia, Jyi | <ul style="list-style-type: none"> • Strategically review adult RTV waiting list and determine allocation of newly available adult funds. |
| Eric | <ul style="list-style-type: none"> • Call Leslie after the meeting to review budget/encumbrance details |
| Salama | <ul style="list-style-type: none"> • Continue screening ABAWD client list and coordinate with DFD reps and other administrators to manage referrals and compliance. • Work with IT and DFD to resolve system barriers preventing MIS and AOSOS information transfer and identify alternative referral methods. |
| Jeff Deitz | <ul style="list-style-type: none"> • Get information about the DVRS hiring event at Camden County College (April 29th) from Irene and distribute to the group. |



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Kristi

- Send PDF versions of the administrative numbers report to Leslie and group (since shareable links are not printable).

Jeffrey

- Ensure new Business Service Representative (David Spector) is invited to future Operations Committee meetings.
- Seek additional funding from the state when Frank provides the specific amount required for RTVs.

ADJOURNMENT

Motion to adjourn was made by Salama McFarland, seconded by Nidia Sinclair. With a majority vote to the affirmative, the meeting adjourned at 9:55 AM.

The next Operations Committee meeting will be on Friday, May 8, 2026 at 9:00 AM on ZOOM.

The next quarterly Board of Trustees meeting will be held on Wednesday, June 17th at 8:30 AM at Camden County College/Blackwood Campus, Roosevelt Hall/Room 102 at 8:30 AM. Breakfast will be served.

Respectfully submitted by: Debra Vaughn, Executive Assistant