



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, OCTOBER 9, 2025 VIA ZOOM

ATTENDANCE

Name	Organization	Trustee Member	9-Jan	13-Feb	13-Mar	10-Apr	8-May	12-Jun-25	10-Jul-25	14-Aug-25	11-Sep-25	9-Oct-25
Donato, Carl, Chair	An Affair To Remember	✓	X	X	X	X	X	X	X	X	X	X
Askie-Rosario, Andrea	CC Commission for the Blind		X		X	X	X	X		X		
Banner, Salema	Center for Independent Living, So Jersey									X	X	X
Cirii, Frank	Camden County One-Stop	✓	X	X		X	X				X	
Floyd, Kwame	Teacher Apprenticeship Network		X									
Forman, Lois	Jewish Family & Children's Service		X	X		X	X	X	X		X	
Fugee, Antoinette	Cooper University Healthcare				X		X					X
Lynn, Meghan	ARC of Camden County		X	X	X	X	X	X			X	X
McClintock, Monica	Rowan University		X		X	X	X		X		X	X
Perez, Irene	NJDVRS		X	X	X	X		X	X	X		
Quigley, Kimberly	St. John of God Community Services		X	X	X	X		X	X	X	X	
Rohlfing, Theresa	Center for Independent Living, So Jersey										X	
Rosado, Joeliza	Truist Bank								X			
Santana, Theresa	Popcorn for the People										X	
Storm, Jeanne, Vice Chair	American Water	✓							X			
Weinberg, Oriel	Jewish Family & Children's Service			X	X	X	X					
Marlyn Kalitan	Pathways to Literacy Chair	✓	X						X	X		
McClelland, Stacy	Enterprise							X				
Waxman, Nicole	Enterprise							X				
Hardison, Richelle	WDB Staff									X	X	X
Rohan, Michelle	WDB Staff		X	X	X	X	X	X		X	X	
Swartz, Jeffrey S.	WDB Staff		X	X		X		X	X	X	X	X
Vaughn, Debra	WDB Staff		X	X		X	X		X	X	X	X

WELCOME

Carl Donato, Abilities Chair, greeted the attendees and called the meeting to order at 8:37 AM.

Carl asked for a motion to approve the minutes of the September 11, 2025 meeting. The motion was made by Monica McClintock and seconded by Jeff Swartz. With a majority vote to the affirmative, the motion carried, and the minutes were approved.

QUICK RECAP

The team discussed the success of recent events, including a job fair and resource fair, while exploring new venue options like schools and considering feedback on event naming and signage. Updates were shared on various ongoing programs and initiatives, including workforce development partnerships, upcoming meetings, and the potential for incorporating music into future events.

- Committee to consider renaming future events from "Empowerment Expo" to "Resource Fair" for clarity.
- Committee to consider adjusting the timing of future events to accommodate school dismissal schedules.



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EMPOWERMENT EXPO EVALUATION AND IMPROVEMENTS

The team reflected on a successful event held in Clementon, which attracted approximately 30 registered attendees despite some logistical challenges. The venue was deemed suitable, though there were discussions about potentially adjusting the timing to 4-7 PM or moving it to a weekend, with concerns about transportation issues affecting attendance. The vendors expressed satisfaction with the quality of participants, with Enterprise receiving several promising resumes and the headshot photographer securing two new clients. Monica and Salema discussed expanding their resume review services for future events, potentially partnering with additional workforce development specialists and talent acquisition experts. The team agreed on the success of incorporating music into events, with Carl highlighting its ability to enhance engagement and create a positive atmosphere.

EVENT PLANNING/DISCUSSION

- The group explored the possibility of hosting future events at schools, such as Lindenwold or Overbrook High School, to allow students and parents to participate. Jeffrey suggested this idea after Salema mentioned school dismissal times. Antoinette supported the suggestion, citing Camden County Technical School's similar approach. Meghan shared her experience at a successful resource event at the Collingswood Ballroom and offered to gather tips for future events. The group also considered the logistics and potential costs of using a school venue.

EMPOWERMENT EXPO NAME CLARIFICATION

The team discussed feedback from their recent resource event, where some attendees mistakenly thought it was a trade show. Jeffrey noted that while the event was well attended and provided valuable services, the name "Empowerment Expo" might be confusing, suggesting they should consider using "Resource Fair" instead. Carl and the team agreed to develop a universal A-frame sign for future events to better attract passersby, and Meghan shared a touching story about how a mother was moved by a presentation about career opportunities for children on the autism spectrum, highlighting the event's positive impact.

- Carl expressed satisfaction with the outcome of the event and plans for future meetings. He mentioned the agenda for the November 13th meeting, which will focus on discussing next steps and attendees were encouraged to come prepared with ideas for early next year.

COMMENTS AND UPDATES

Monica McClintock, TriState-HRMA

Monica provided updates on the Tri-State HRMA chapter's upcoming meetings, including changes in venue and topics for November and December. The group discussed the potential for repeating or refining the recent successful event in October.

Antoinette Fugee, Cooper Hospital

discussed the ongoing programming with Camden County College, including a 5-month Certified Medical Assistant program fully funded for 8 students, which had a 100% graduation and certification pass rate last year, and is now at an 80% placement rate. She highlighted the expansion of workforce development to include career pathway navigation for students with special needs and expressed her commitment to being more involved in the Abilities Committee.



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Jeff Swartz, WDB Executive Director

Jeff shared a new potential committee member from High Focus Treatment Centers, who expressed interest in the Abilities Committee. He mentioned upcoming events, including the GSETA Conference and the receipt of state funding for workforce training. The team is also working on rewriting an addendum to their local plan, which is due at the end of the month. Richelle Hardison, WDB Program Evaluator/Contract Manager, shared updates on incumbent worker training program in partnership with Camden County College. Jeff expressed gratitude for the program's impact

WEBINAR SUCCESS AND TRAINING UPDATES

Carl and Meghan Lynn discussed the success of a recent webinar and the potential for similar future events with different topics.

NEXT STEPS

- All committee members to come prepared with ideas for next year's events at the November 13th meeting.
- Jeff to send meeting information to the new potential committee member from High Focus Treatment Centers.
- Antoinette to support future events with resume review services alongside Monica.
- Antoinette to potentially bring talent acquisition specialists from Cooper for on-the-spot prescreens at future events.
- Megan to gather tips from the Camden County Resource Event about attracting attendees.
- Committee to consider hosting a webinar on a new topic similar to their previous successful format.
- Committee to consider purchasing an A-frame sign for future events.
- Committee to explore alternative venues for future events, possibly at schools or more central locations.
- The group discussed upcoming meetings and attendees were encouraged to come prepared with ideas for early next year

ADJOURNMENT

Carl asked for a motion to adjourn. The motion was made by Frank Ciri and seconded by Monica McClintock. The motion was carried with a majority vote to the affirmative and the meeting was adjourned at 9:39 AM.

The next Abilities Committee meeting will be held on Zoom on Thursday, November 13th at 8:30 AM.

Respectfully submitted by Debra Vaughn, Executive Assistant