



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

BUSINESS SERVICE OUTREACH TEAM MEETING MINUTES

Thursday, April 16, 2026, via Zoom

ATTENDANCE

	Organization	Trustee Member	18-Dec-25	15-Jan-26	19-Feb-26	19-Mar-26	16-Apr-26
Thompson Ryan	Mid Penn Bank, BSOT Chair	X				X	
Alpheaus, April	Camden County College - Career/Technical Institute					X	X
Askie-Rosario, Andrea	CC Commission of the Blind						
Baer, Jessica	NJ DOL						
Bass, Henry	NJ DOL		X	X	X		X
Michael Butler	The Fountain Fund						
Campbell, Gabriella	NJ DOL		X	X	X		
Cirii, Frank	CCOSCC	X	X	X	X	X	X
Deitz, Jeff	DVRS						
Field, Nicole	DOL		X	X			
Floyd, Kwame	Teacher Apprenticeship Network					X	
Fuguee, Antoinette	Cooper						
Lakshminarayan, Pavithra	NJ DOL		X	X			
Lex, James	Camden County Improvement Authority		X				
Lord, Lisa	CCTS		X	X			X
Moen, Bill	Camden County College		X				
Perez, Irene	DVRS		X	X	X	X	
Pomales, Nicole	Camden County College						
Regensburger, Robert	Lockheed Martin	X	X	X			X
Terrenny Robinson	NJ DOL						
Shafer, Derena	Camden County College			X		X	
Sinclair, Nidia	Camden County One-Stop						
Spector, David	NJ DOL Business Services				X	X	X
Weil, Robert	Conner, Strong, and Buckelew	X	X		X		
Susan McShane	Npower						
Careline Vieira-Ruiz	NPower						
Richelle Hardison	WDB						
Michelle Rohan	WDB						
Swartz, Jeffrey S.	WDB		X	X	X	X	X
Vaughn, Debra	WDB		X	X	X		X
Williams, Leslie	WDB		X	X	X	X	

WELCOME

Jeffrey Swartz opened the meeting at 2:04 PM and requested a motion to approve minutes from the committee's March 19, 2026 meeting. Motion was made by Frank Ciri, seconded by Henry Bass. With a majority vote to the affirmative, the motion carried, and the minutes were approved.

WORKFORCE DEVELOPMENT BOARD REGIONAL UPDATE

Jeffrey S. Swartz, Executive Director

Planning & Governance

Local workforce plan modification approved and posted online

Regional plan submitted to the state; currently under review

Will proceed to public comment and final approval at June meeting

Summer Youth Work Experience Program

- 73 participants funded (23 by the state, 50 participants funded through Atlantic City Electric)
- Open to Camden County residents ages 16–24 (no income restrictions)
- Applications and worksite agreements available online



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WDB Certification

- Ongoing 2-year recertification process
- Includes One Stop certification, compliance review, and board composition
- Deadline: May 15th

Upcoming Meeting

- Quarterly in-person meeting scheduled for June 17th at Camden County College (Blackwood)
 - Board elections to be held (quorum required)

CAMDEN COUNTY ONE STOP

Frank Cirii, Local Area Director

Training & Partnerships

- Hosted NJDOL/USDOL apprenticeship training
- Emphasis on improved coordination in funding and RFP processes

Facilities

- Passed facility audit with minor corrections (completed)
- Floor cleaning scheduled after hours

Events

Job Fair – May 15th at Location: Cherry Hill Mall (Nordstrom Atrium), 10:00 AM – 2:00 PM

Labor Market

- No major layoffs reported
- Camden County unemployment ~4.5%

Leadership Engagement

- Hosted tour for new County Commissioner

COMMITTEE UPDATES

NJ DOL Business Services

General Update

- Continued employer outreach and engagement
- Focus on aligning employer needs with workforce candidates

David Spector, NJ DOL Business Service Representative

Upcoming Events

- Virtual Job Fair (American Furniture Rental – Pennsauken)
 - Positions: Drivers and movers (4 openings)
- Virtual Recruitment (April 30th – Katsum Property Services)
 - Positions: Field crew and labor (5 openings)
- In-Person Recruitment (May 15th – Department of Corrections)
 - Location: One Stop Career Center
 - Positions: Correctional officers

Henry Bass, NJ DOL Business Service Representative - Veterans

- Veteran-focused recruitment event (6 interviews conducted)
- Multiple virtual recruitments across 7 counties



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- Upcoming events include:
 - ABM Industries recruitment
 - Dedicated Home Care virtual event
 - Casino recruitment (300+ registrants)

Camden County Technical Schools

Lisa Lord, Manager of District Workforce and Career Development

- Career fairs scheduled:
 - April 30th – Gloucester Township campus
 - May 8th – Pennsauken campus
- ~30 employers currently registered
- Focus on graduating seniors
- Aviation program under development

Camden County College – Career-Technical Institute (CTI)

April Alpheaus, Recruitment & Job Placement Advisor

- New Recruitment & Job Placement Advisor
- Planning “Training to Trade” event:
 - Career readiness, employer connections, apprenticeships
- Seeking employer partnerships

ACTION ITEMS

- | | |
|--------------------|--|
| <u>Lisa</u> | <ul style="list-style-type: none">• Send information and flyer about the in-house career fair to Debra (and others) today.• Lisa: Send career expo/fair information to Debra, Dave, and Henry for distribution and/or attendance/materials drop-off.• Contact partner aviation organizations to set up meetings with administration to discuss training and grant opportunities. |
| Frank: | <ul style="list-style-type: none">• Ensure rug and floor cleaning in high-traffic areas at One Stop facilities is completed this weekend after hours. |
| Henry | <ul style="list-style-type: none">• Follow up with Katie Mickelson (or Bob Weil, if unable to connect) regarding employer connections. |
| April | <ul style="list-style-type: none">• Share details about upcoming "Training to Trade" career readiness event with the group once dates are set. |
| Jeffrey: | <ul style="list-style-type: none">• Wait to hear back from Jill regarding the youth committee meeting (run or suspend for June), and schedule accordingly. |
| Committee Members | <ul style="list-style-type: none">• Send flyers or information about upcoming events/sessions to Deb (ccwib@ccwib.com) for posting and distribution. |



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CALENDAR OF IMPORTANT DATES

Date	Event	Time/Details
April 29 th	NJ DVRS Targeted Hiring Event at Camden County College /Blackwood	10:00 AM - 2:00 PM
May 15 th	Spring Job Fair at Cherry Hill Mall (Nordstrom atrium)	10:00 AM - 2:00 PM
June 17 th	Quarterly Board of Trustees Meeting at Camden County College	8:30 AM - 10:30 AM

ADJOURNMENT

Motion to adjourn was made by Frank Cirii, seconded by David Spector. With a majority vote to the affirmative, the motion carried, and the meeting adjourned at 2:40 PM.

The next BSOT meeting will be held on Zoom on May 21, 2026 at 2:00 PM.

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