



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, May 15, 2025 via Zoom

	Organization	Trustee Member	16-Jan-25	20-Feb-25	20-Mar-25	17-Apr-25	15-May-25
Thompson Ryan	Mid Penn Bank, BSOT Chair	X	X		X	X	
Adams, Darrel	Camden County 55+ Program						
Askie-Rosario, Andrea	CC Commission of the Blind						
Baer, Jessika	NJ DOL			X			X
Bass, Henry	NJ DOL				X		
Burden, Lawrence	Hopeworks						
Michael Butler	The Fountain Fund				X		
Campbell, Gabriella	NJ DOL		X	X	X	X	X
Cirii, Frank	CCOSCC	X	X	X	X	X	X
Davis, Gerald	CCOSCC						
DeFulvio, Michelle	Camden County College						
Deitz, Jeff	DVRS			X			
Farrar, Gary	Transportation						
Forman, Lois	Jewish Family & Children's Service						
Fugee, Antoinette	Cooper		X	X	X	X	
Gaskins, Melanie	Camden County College						
Kaur, Nimit	Camden County Health and Human Services						
Laguna, Connie	Truist Bank						
Lakshminarayanan, Pavithra	NJ Dept. of Labor & Workforce Dev.						
Legge, Patty	Volunteer Up						
Leonetti, Mike	CCOSCC						
Lex, Jim	Camden County Improvement Authority						
McCormick, Carol	Camden County College				X		
Moen, Bill	Camden County College		X	X			X
Page-Soncrant, Jeanne	NJ DOL, Business Rep.		X	X	X		
Perez, Irene	DVRS		X		X	X	
Randall, Angela	Community Planning & Advocacy Council (CPAC)						
Regensburger, Robert	Lockheed Martin	X	X	X	X	X	
Robinson, Terrenny	Net America						
Scott, Karen (for Angela Randall)	Community Planning & Advocacy Council (CPAC)						
Shafer, Dorena	Camden County College			X		X	X
Sinclair, Nidia	Camden County One-Stop				X		
Spector, David	NJDOL						
Urkowitz, Ronda	Cross County Connection TMA						
Weil, Robert	Conner, Strong, and Buckelew	X		X	X	X	
Susan McShane	Npower					X	
Careline Vieira-Ruiz	NPower					X	
Richelle Hardison	WDB				X		
Michelle Rohan	WDB			X	X	X	X
Swartz, Jeffrey S.	WDB		X	X	X	X	X
Vaughn, Debra	WDB		X	X		X	

Welcome and Approval of Minutes

Jeff Swartz opened the meeting at 2:07PM. Jeff asked for a motion to approve the minutes for the April 17, 2025 meeting. A motion was made by Dorena Shafer and seconded by Frank Cirii. With majority vote to the affirmative, the motion carried, and the minutes were approved.

Summary

Webinar Discussion

Jeff was running the meeting in place of Ryan, who was called away for business. He also discussed the possibility of a webinar, but the discussion was postponed to the next meeting.

Summer Youth Work Experience Program

Jeff discussed the progress of the summer youth work experience program, which had 208 applicants and 28 work sites. He also mentioned a job fair at the Cherry Hill Mall and the ongoing budget preparation. Gabriela



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provided updates on the BSR team's activities, including a Service Master recruitment and a Career Summit in July. She also mentioned the virtual recruitment for May and potential OJT opportunities.

Upcoming Event and Digital Literacy

Frank discussed the upcoming Job fair with 150 preregistered attendees, and a digital literacy grant application and the Book Smiles program. He also mentioned a partnership with Camden County College for digital literacy and computer programming. He added the outreach for all partners is ongoing, with ads and QR codes leading to their one-stop web page.

Apprenticeship Program and Budget Planning

In the meeting, Bill discussed the college's apprenticeship program, which will see its first cohort of 4-year apprentices graduating this year. He also mentioned the college's partnership with P2A, a service provider, to offer a 6-week pre-apprenticeship training program at the Camden campus, with the aim of placing individuals into union apprenticeships. Furthermore, Bill mentioned the college's exploration of offering programming in artificial intelligence, which will be covered by the Workplace Literacy Program. Derena, on the other hand, shared her focus on budgeting and planning for the new fiscal year. Jeffrey expressed his excitement about giving remarks at the Camden County Adult Basic Education graduation. The college is celebrating its commencement with 1,591 graduates. Michelle updated the group on the summer youth work experience, and Frank thanked the county for their support.

Next steps

- [Michelle to send out acceptance letters for the summer youth work experience program this weekend.](#)
- [Frank to coordinate the job fair at Cherry Hill Mall on May 17th.](#)
- [Gabriela to resend the flyer for the Service Master recruitment event on May 21st.](#)
- [Henry to distribute the flyer for the Hiring Our Heroes Career Summit in July next week.](#)
- [Frank to continue outreach efforts for One Stop services through various advertising channels.](#)
- [Bill to explore and develop AI programming for the workplace literacy program over the summer.](#)
- [Jeffrey to give remarks at the Camden County Adult Basic Education graduation on June 12th.](#)
- [Board members to respond to the invitation for the quarterly meeting on June 18th to ensure a quorum for officer elections.](#)
- [Larry Abrams to present an update on BookSmiles at the quarterly meeting on June 18th.](#)

Adjournment

Jeff asked for a motion to adjourn. A motion was made by Frank Cirii and seconded by Derena Shafer. By majority vote to the affirmative, the motion carried, and the meeting adjourned at 2:26PM.

Respectfully submitted by: Michelle Rohan, Committee Coordinator