



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

OPERATIONS COMMITTEE

MEETING MINUTES

Friday, July 10, 2026, 9:00 AM on Zoom

NAME	ORGANIZATION	TRUSTEE MEMBER	9-Jan-26	13-Feb-26	13-Mar-26	10-Apr-26	8-May-26	12-Jun-26	10-Jul-26
Donato, Carl (CHAIR)	Workforce Development Board	✓							
Buscher, Steven	NJ DOL-Unemployment		X						
Cirii, Frank	Camden County One Stop	✓	X	X	X	X	X	X	X
Connors, Kristi	NJ LWD-Employment Services	✓	X	X	X	X	X	X	X
Deitz, Jeff	NJDVRS	✓		X	X	X		X	X
Gutierrez, Inocencia	Camden County One-Stop		X	X	X	X	X	X	X
Kelly, Sandy	SLK Partners Marketing	✓							
Jones-Benjamin, Michaela	Board of Social Services						X		
Maguire, Laurie	Camden County One-Stop		X	X	X	X	X	X	X
McFarland, Salama	Camden County Board of Social Svcs		X	X		X		X	X
Peterson, Jyi	Camden County One-Stop		X	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	X
Sinclair, Nidia	Camden County Resource Center		X			X	X		X
Spector, David	NJ DOL-Business Services								
Weil, Bob	Conner, Strong & Buckelew	✓	X	X	X	X		X	
Wemple, Anita	CPAC	✓	X	X	X			X	X
Hardison, Richelle	WDB			X	X	X	X	X	X
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X
Vaughn, Debra	WDB		X	X	X	X	X	X	X
Williams, Leslie J	WDB		X	X	X	X	X	X	X

The meeting was called to order by Jeffrey Swartz at 9:04AM.

Approval of Minutes for July 10, 2026

Motion: Weil

Second: Cirii

The meeting minutes from July 10, 2026 were approved.

WDB UPDATE

Jeffrey S. Swartz, Executive Director

Regional Planning & WDB Certification

The Regional Plan has been submitted to the state with no public comments received.

The certification is 99% complete. The remaining task is obtaining updated signatures on the MOU/IFA contract, which expired in June and requires a one-year extension to align with state timelines. Jeff needs to collect signatures from all partners and submit to the state when reviewed. Several partners need their Board approval to sign the agreement.

Approved Appointment of New Board Members

- Heidi Daunoras
- Rachele Dorsey
- Joeliza Rosado

Summer Youth Program

- The summer youth program successfully placed 95 interns across multiple host sites.



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ONE STOP CAREER CENTER

Frank Cirii, Local Area Director of Operations

Frank provided program updates:

PY25

- Counselors saw 229 clients in June to place them on waiting lists and connect them to work-experience programs, for a total of 1,686 clients served year-to-date.
- 89 WFNJ customers were served in the monthly program, for a total of 1,205 customers year-to-date.

Testing and Assessment

- GED: 124 tests were scheduled; 112 tests were administered, bringing the total GED tests to 1,004 for the year.
- CASAS: 102 tests were scheduled; 88 were completed, for a year-to-date total of 1,742.
- CareerScope: 37 were scheduled; 18 were completed, for a year-to-date total of 412.

Youth Services

- 2 youth were placed in youth work experience, for a total of 25 youth work experience placements this year.

Workforce Program Activity – June

- 26 ten-day evaluations were completed.
- 46 ABAWDs were completed, an increase attributed to changes in federal law.
- No RTV contracts were written for Dislocated Workers, Youth, GA, or TANF customers due to funding shortages earlier in the year.

Youth Services

- 31 youth attended orientation in the last month.
- 260 youth have completed evaluation and initial scheduling to date.
- Cooper's youth worksite program is paused due to pending agreement amendments.

Events:

- Food Insecurity Outreach
 - ✓ August 9, 2026: Dudley School
 - ✓ August 18, 2026: Cato School
 - ✓ September 14, 2026: St. Vincent de Paul
- Employment
 - ✓ Employment Weekly Job Fair, September 11th at Cherry Hill Mall (the atrium/Nordstrom)
- GSETA:
 - ✓ 13 One Stop staff members will attend the GSETA Conference in October

BOARD OF SOCIAL SERVICES

Salama McFarland, Asst. Administrator - Case Management

Salama announced her retirement effective August 31, 2026.

Staffing:

- Two supervisor vacancies in the Case Management Department



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- ✓ Interview process begins next week with goal to fill positions by end of August

Department Metrics - June 2026:

- 314 assessments completed
- 130 CSAs (Comprehensive Service Assessments)
- 91 G-Job referrals

System Challenges: The team discussed challenges with client location tracking in AOSOS and system issues preventing client referrals to the One-Stop. Salama will schedule a meeting with Nydia, Jyi, and Laurie to address these technical barriers.

EBT Card Transition: Camden County will transition to new chip-based EBT cards in August or September. Clients will need to activate cards within 90 days. Salama's team will communicate the new activation process to clients.

Division of Vocational Rehabilitation Services (DVRs)

Jeff Deitz, Manager

Jeff reported that despite summer being slow, they are experiencing increased walk-ins and phone calls, with good numbers attending Thursday orientations at 10 a.m. He confirmed Project SEARCH is ready for the upcoming school year with students being dispersed to appropriate school districts.

Project Search Status:

- Ready for the upcoming school year with students being dispersed to appropriate school districts.

NJDOL/LWD EMPLOYMENT SERVICES

Kristi Connors, Manager

Kristi announced staff changes including Elton Custis' transfer from Workforce 55 and Annie Santiago's promotion to Employment Supervisor 1 and mentioned Geoffrey's upcoming outreach events at the Norcross Constituency Career Fair and Hire Our Heroes at Joint Base.

Kristi presented statistics showing 2,671 services provided in June with an average of 127 people served and reported that 36,000 people visited the facility throughout the fiscal year with an average of 3,000 per month. The data revealed that 61% of appointments were attended, with 74% of employment services delivered virtually and 26% in-person, and UI services maintaining a consistent 59-62% attendance rate.

- Jeff noted that Steve Buscher (UI Manager) was expected to join but did not attend. Kristi explained that a new regional manager for the One-Stop portion of unemployment services would likely attend future meetings instead.

REGIONAL UPDATES & FUTURE MEETINGS

Jeffrey S. Swartz, Executive Director

- Southern New Jersey Regional Board Meeting: Scheduled for September 8, 2026 at Rowan College of South Jersey. The meeting will focus on Hanwha shipbuilding's expansion plans at the Navy Yard and will include their talent acquisition team to discuss:
 - ✓ Curriculum development
 - ✓ Training needs assessment
 - ✓ Building a talent pipeline for shipbuilding industry careers
- GSETA Conference: Scheduled for October 21-22, 2026 in Atlantic City. Jeffrey will notify interested board members about registration.



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Upcoming Committee Meetings:

- Operations Committee: August 14th (via Zoom)
- Quarterly Meeting: August 15th (via Zoom)

NEXT STEPS

Frank

- Coordinate with Eric to update budget line items for the newly secured \$476,000 funding to address the training backlog.

Jeff

- Obtain updated signatures and a one-year extension for the MOU/IFA from all partners and submit to the state for WDB certification completion by August.
- Send out invitations for the regional board meeting on September 8th at Rowan College of South Jersey, focusing on Hanwha shipbuilding.
- Notify interested board members about registration for the GSETA conference on October 21-22.

Kristi

- Verify and provide the name of the new regional manager for the One-Stop portion of unemployment to Jeff.

Nidia

- Schedule a follow-up meeting with Sherie Jenkins within the next 2-3 weeks to discuss referral processes and challenges.

Salama

- Begin the interview process for two supervisor vacancies in the case management department next week, with the goal to fill the positions by the end of August.
- Schedule a meeting with Nidia, Jyi, and Laurie next week to address system challenges preventing client referrals to the One-Stop.
- Communicate to clients the new process for activating the upcoming chip-based EBT cards.

Motion to adjourn: Bob Weil

Second: Frank Ciri

Adjourned: 9:47AM

The next Operations Committee will be on August 14, 2026 at 9:00 AM on ZOOM.

The next quarterly Board of Trustees meeting will be held on Wednesday, September 16th at 9:00AM on ZOOM. Board members are asked to RSVP to ensure quorum.