



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, AUGUST 14, 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
Donato, Carl, Chair	An Affair To Remember	✓	X	X	X	X	X	X	X	X
Askie-Rosario, Andrea	CC Commission for the Blind		X		X	X	X			X
Banner, Salema	Center for Independent Living, So Jersey									X
Cirii, Frank	Camden County One-Stop	✓	X	X		X	X			
Floyd, Kwame	Teacher Apprenticeship Network		X							
Forman, Lois	Jewish Family & Children's Service		X	X		X	X	X	X	
Fugee, Antoinette	Cooper University Healthcare				X		X			
Lynn, Meghan	ARC of Camden County		X	X	X	X	X	X		
McClintock, Monica	Rowan University		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
Rosado, Joeliza	Truist Bank								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
Rohan, Michelle	WDB Staff		X	X	X	X	X	X		X
Swartz, Jeffrey S.	WDB Staff		X	X		X		X	X	X
Vaughn, Debra	WDB Staff		X	X		X	X		X	X

WELCOME

Carl Donato, Abilities Chair, greeted the attendees and called the meeting to order at 8:36AM.

Carl asked for a motion to approve the minutes of the July 10, 2025 meeting. The motion was made by Kim Quigley and seconded by Irene Perez. With a majority vote to the affirmative, the motion carried, and the minutes were approved

SUMMARY

Empowerment Expo Planning Update

The committee discussed plans for an upcoming October collaborative event in Clementon, themed as an "Empowerment Expo" to coincide with Disabilities Awareness Month. The event will feature confirmed vendors including resume help, health information, and professional headshots, with Jeffrey noting that vendor participation is secured but marketing remains a challenge.

Mobile Food Unit Event Planning

Jeffrey mentioned working with Jeff Sanders from St. John of God to potentially bring their mobile food unit, which offers fresh produce and roasted coffee, though there was a challenge with the driver's availability after 4 PM. Salema offered to help contact Access Link if needed, while Kimberly noted she had recently hosted a forum for Access Link and was familiar with their operations.

Health Services Event Planning

The committee discussed several events planning matters, including the status of Larry's participation and book donations for the BookSmiles initiative, with Jeffrey offering to arrange for book delivery and set up a free book table. They also reviewed updates on potential health services providers, with Cooper confirming their commitment to blood pressure and glucose screening, while Virtua Health was still considering their involvement with a deadline set for the following Friday. Jeffrey proposed adding a fire truck display from the Clementon Fire Department, which Carl and others supported as an attractive addition to the event.



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Logistics and Event Planning

The committee discussed focusing on finalizing a flyer by August 31st to allow for a 6-week saturation period before the September events. They confirmed that while not all vendors are confirmed, they have a good mix of support services planned, including legal services, health and addiction support, and disability navigators. The group also discussed equipment needs, confirming they have a projector but need a screen for success story presentations.

Employer Connections and Internship Opportunities

Irene discussed her work with various employers, including a hybrid digital instructor position and a partnership with AAPC for medical billing training. She mentioned an upcoming NDEAM event in Mercer County and requested assistance in connecting with the appropriate contact person. Irene also sought help in finding a welder employer for a paid internship in Cape May and mentioned a need for a substance abuse counselor internship. She concluded by highlighting the use of the employer module database to facilitate job placement assistance.

Organizational Updates

Frank provided updates on the organization's status, noting budget uncertainties due to federal issues but confirmed funding through October. He mentioned increased summer traffic at the one-Stop location, ongoing audits, and upcoming events like a job fair on September 12th at Cherry Hill Mall. Frank also highlighted building upgrades, including new signage and fixed hardscaping, which improved accessibility.

Community Programs and Updates

Salema Banner, a program manager at the Center for Independent Living in South Jersey, discussed their services, including a weekly food pantry and an upcoming backpack giveaway on August 29th. Richelle provided updates on her visit to BookSmiles, where she met Larry, who expressed interest in participating in an upcoming event. Michelle reported on the progress of the Summer Youth Program, which is winding down with two cohorts ending in mid-August. Jeffrey shared details about a recent event honoring STEM participants at Atlantic City Electric, where they had funded 10 spark participants.

Workforce Board Recruitment Updates

The meeting focused on recruitment for the Workforce Board, with Carl emphasizing the need for three private sector members from Camden County. He shared upcoming plans for workforce development board orientation and trustee succession planning, emphasizing the need to prepare brief presentations for potential new board members and address future leadership transitions. Jeffrey mentioned that board appointments are made by County Commissioners and explained the process of joining through committees first before a potential board appointment. The group discussed the upcoming GSETA Conference in Atlantic City on October 22-23, and Carl announced the next Quarterly Board meeting for September 17 at 9:00 AM via Zoom and the Abilities Meeting on September 11 at 8:30 AM via Zoom.

NEXT STEPS

- Kim: Follow up with Chris from Access Link about their participation in the October Empowerment Expo.
- Jeff: Continue working with Jeff Sanders at St. John of God regarding bringing their mobile food unit and coffee to the event.
- Deb: Finalize the event flyer once all vendors are confirmed.



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- All committee members: Help spread the word about the October 8th Empowerment Expo to ensure good attendance.
- Jeffrey: Reach out to Larry from BookSmiles as a backup to secure books for the event even if Larry cannot attend personally.
- Jeffrey: Contact Chris McKelvey about having the Clementine Fire Department bring out a fire truck as an attraction at the event.
- Kim: Text the co-owner of Spectrum Sports to confirm their participation in the event.
- Debra: Follow up with Virtua by next Friday's deadline regarding their participation and potential food bus.
- Carl: Bring a projector for the success stories presentation at the event.
- All board members: Identify potential private sector members to join the board, particularly from cannabis, wine, movie, retail, health, manufacturing, finance, or real estate industries.

ADJOURNMENT

Carl asked for a motion to adjourn. The motion was made by Frank Cirii and seconded by Kim Quigley. The motion was carried with a majority vote to the affirmative and the meeting was adjourned at 9:28AM.

Respectfully submitted by Michelle Rohan, Committee Coordinator