



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, August 14, 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	14-Aug-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	X
Connors, Kristi	NJ LWD-Employment Services	✓	X	X	X	X	X	X	X	X
Deitz, Jeff	NJDVRS	✓		X	X	X		X	X	X
Gutierrez, Inocencia	Camden County One-Stop		X	X	X	X	X	X	X	X
Kelly, Sandy	SLK Partners Marketing	✓								
Jones-Benjamin, Michaela	Board of Social Services						X			
Martin, Lynn	Camden County One-Stop									X
Maguire, Laurie	Camden County One-Stop		X	X	X	X	X	X	X	X
McFarland, Salama	Camden County Board of Social Svcs		X	X		X		X	X	X
Peterson, Jyi	Camden County One-Stop		X	X	X	X	X	X	X	X
Regensburger, Robert	Lockheed Martin	✓	X	X	X	X	X	X		X
Romolini, Eric	Camden County One-Stop		X	X	X	X	X	X	X	X
Sinclair, Nidia	Camden County Resource Center		X			X	X		X	X
Spector, David	NJ DOL-Business Services									
Weil, Bob	Conner, Strong & Buckelew	✓	X	X	X	X		X		X
Wemple, Anita	CPAC	✓	X	X	X			X	X	
Hardison, Richelle	WDB			X	X	X	X	X	X	X
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X	X
Vaughn, Debra	WDB		X	X	X	X	X	X	X	X
Williams, Leslie J	WDB		X	X	X	X	X	X	X	

WELCOME

Bob Weil called the meeting to order at 9:02 AM and requested a motion to approve the minutes of the meeting held on July 10, 2026.

Motion by: Frank Ciri Seconded by: Salama McFarland Motion carried: All present voted in favor

WDB UPDATE

Jeffrey S. Swartz, Executive Director

Regional Plan & WIB Certification

- Regional workforce development plan has been completed
- WDB certification process is in progress

MOU/WIOA Agreement

- Extended MOU/WIOA agreement for Board of Social Services still requires signing by several individuals, pending approval of the organization's board at the next meeting.

Board of Trustees

Three new trustees were approved:

- Heidi Daunoras
- Rachele Dorsey
- Joeliza Rosado

Summer Youth Work Experience Program

- Program in its seventh week of operation
- 95 interns successfully placed across 31-32 work sites
- Highlight: Successful field trip organized to Atlantic City Electric's headquarters

1111 Markkress Road, Suite 101, Cherry Hill, NJ 08003 • www.ccwib.com

Phone: 856.751.1500 • Fax: 856.751.4495



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

ONE STOP CAREER CENTER

Frank Cirii, Local Area Director of Operations

Frank provided program updates:

Operational Updates

- Client management issues discussed
- New processes implemented for building transit and security procedures

Facility Inspections & Maintenance

- Fire suppression system issues in server room have been successfully addressed
- Recent inspections by Cherry Hill Fire Department identified only minor issues: out-of-date fire extinguishers requiring replacement
- Space concerns discussed for hiring additional staff — Frank offered assistance in finding appropriate workspace locations, with potential coordination with Brian Ferguson

Budget & Financial Status

- Completed processing people from waiting list using recently allocated funds
- Currently running low on old money; need to access new funds soon
- Budget restructuring occurred due to fiscal audit

Grant Partnerships

New grant partnerships established:

- New Beginnings Behavioral Health — Jobs Grant and Pathways to Recovery Grant
- Inspire U — ongoing discussions regarding Digital Literacy Grant
- Nidia to continue coordinating with these partners to inform counselors and distribute program information

Upcoming Events

- Job fairs scheduled
- Food distribution events planned
- Commissioner John Young's visit scheduled for August 20, 2026 for social media content creation

PY25 Performance and Updates

Overall Performance

The region is meeting or exceeding goals in most performance areas.

Areas of concern:

- Youth employment — in the red category
- Use credentialing — in the red category

Jeff to follow up with Laurie and the One Stop team to validate the new performance metrics from the state, and if necessary, prepare a renegotiation request.

July Counseling Statistics

- 280 people served
- 72 GED tests provided



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

- 117 CASAS assessments conducted
- 21 placements in CWEP assignments

YOUTH ONE STOP

Jyi Peterson

- Attorneys are currently reviewing amendments to the agreement with Cooper Hospital; feedback expected soon.

BOARD OF SOCIAL SERVICES

Salama McFarland, Asst. Administrator - Case Management

EBT Cards

Salama reported that the chip card rollout is progressing well, with more than 120,000 transactions completed as of the end of the prior week. Retailer issues were resolved. Fifty-three clients mistakenly received Alabama-branded cards because the vendor serves both Alabama and New Jersey; although the physical cards were incorrect, the New Jersey account information was accurate. The statewide mailing of PIN cards remains on track, with full implementation expected soon.

- **Summer EBT Cards**

A number of cards were delivered to the agency because recipients had used the agency address. Director's Office clerks are contacting known clients to arrange pickup. Additional coordination with the school system is needed for recipients whose contact information is not available to the agency.

Timeliness and SNAP Payment Error Rates

July processing timeliness was slightly above 90% statewide and 84% in Camden County, below the federal standard of 95%. New Jersey will remain under federal review until it achieves at least 95% for two consecutive quarters. The 2025 SNAP payment error rate was 6.23% statewide, above the 6% threshold, while Camden County was 5.44%. The State is disputing the federal calculation. For 2026, the current rate is 3.92% statewide and 7.28% in Camden County. Incorrect income calculations during recertification and information carried over from initial applications were identified as possible causes. The Deputy Director will work with the affected departments. ABAWD cases have not yet been reviewed and may increase the rate when included.

State Coordination and Systems

A state meeting is scheduled for September 18th to review compliance concerns and corrective strategies. Concerns were also raised about placement of clients into appropriate activities through the partnership between CSSAs (County Social Services Agencies) and the Department of Labor. Yolanda Allen, Director of Labor, will hold listening sessions with the agencies. Salama will brief Ivory and Christine on current issues so they are prepared to participate. OneTrack is expected to replace UAP (Universal Application Process) for benefit processing, with a tentative statewide launch of September 14th. Ocean, Union, and Warren counties are piloting the system; implementation may be delayed because of challenges identified during the pilot.

Staggered Schedules

A final draft policy was submitted to the union for a 45-day comment period. Proposed employee start times are 8:00 a.m., 8:30 a.m., and 9:00 a.m.; client service hours would remain 8:30 a.m.–4:30 p.m. Supervisory coverage is planned for every shift, and department administrators would determine staffing levels.

Budget, Promotions, and Staffing

The budget was approved in June, and promotions and backfills are underway. HSC4 (Human Services



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

Specialist 4) applicants have been interviewed, with Board and Commissioner approval expected the following week and supervisors anticipated to be placed within several weeks. HSS3 (Human Services Specialist 3) and HSS1 (Human Services Specialist 1) promotions are also planned, including eligible clerks moving into HSS1 roles. Several retirements and departures are expected during the year. Positions vacated in the third quarter may remain open until the next annual budget is approved.

July Service Data:

- 726 clients served: 542 GA, 89 TANF, and 95 SNAP.
- 178 referrals to employability activities: 50 GA, 112 TANF, and 16 SNAP.
- 60 exemptions: 45 GA and 15 TANF.
- 92 clients scheduled for G-JOBS; 24 reported.
- 19 clients received supportive assistance for new employment: 1 GA and 18 TANF.
- Current month-to-date G-JOBS activity: 81 referrals and 30 reporting.

Retirement Remarks

Salama announced her retirement effective August 31, 2026. She reflected on 25 years of service, including seven years as Case Management Administrator. She commended staff for helping clients overcome employment barriers and achieve self-sufficiency, noting that case management was a career highlight. Her final workday is expected to be Friday the 28th. The Chair recognized her public-service career and extended best wishes.

BSS Follow-Up Items:

- Continue monitoring Camden County's processing timeliness and SNAP payment error rate.
- Review recertification income calculations and prevent inappropriate carryover of application data.
- Participate in the September 18th state meeting and Department of Labor listening sessions.
- Brief Ivory and Christine on current partnership and client-placement challenges.
- Confirm whether the September 14th OneTrack statewide launch will proceed.
- Coordinate with schools regarding undelivered Summer EBT cards.
- Finalize shift coverage and staffing allocations following the union comment period.

DIVISION OF VOCATIONAL REHABILITATION (DVRS)

Jeff Deitz, Manager

- Jeff discussed space concerns for hiring additional staff, with Frank offering assistance in finding appropriate locations.

NJDOL/LWD EMPLOYMENT SERVICES

Kristi Connors, Manager

Organizational Restructuring

- Kristi reported on organizational changes moving workforce services from Transitional Services to Career Services under Kendra Lee, and updates on new video content being developed with SCG Marketing.

Marketing & Communications

- New video content being developed with SCG Marketing



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

LOCKHEED MARTIN

Bob Regensburger reported ongoing hiring efforts at Lockheed Martin.

REGIONAL UPDATES

Jeffrey Swartz

- Jeff provided updates on regional initiatives, including a meeting about Hanwha Shipbuilding Company and the upcoming GSETA Conference in Atlantic City. He reminded the group to RSVP for the upcoming quarterly board meeting on the 16th, which will be held via Zoom, to ensure a quorum.

NEXT STEPS

Frank

- Coordinate with Brian Ferguson to explore options for additional clerical staff workspace, if needed.

Jeff

- Follow up with Laurie and the One Stop team to validate the new performance metrics from the state, and if necessary, prepare a renegotiation request.

Nidia

- Continue coordinating with New Beginnings Behavioral Health and Inspire U to inform counselors and distribute information about their grant programs to partners.

Motion to Adjourn: Frank Ciri

Seconded: Kristi Connors

Adjourned: 10:00AM

The next Operations Committee Meeting will be held on September 18, 2026 at 9:00 AM on ZOOM.

The next Quarterly Board of Trustees Meeting will be held on September 16, 2026 at 9:00 on ZOOM.

Respectfully submitted: Debra Vaughn, Executive Assistant