



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

SYSTEMS PERFORMANCE COMMITTEE MEETING

AUGUST 15, 2025 AT 9:00AM VIA ZOOM MEETING

ATTENDANCE

Name	Titles	Organization	Trustee	21-Feb	23-May	15-Aug
Abusi, Pat, CHAIR	Human Resources Director	Railroad Construction of SJ	X	X	X	X
Cirii, Frank	Local Area Op Director	COOSOC	X	X	X	X
Cream, Aaron		COOS, Fiscal Team				
Doran, Ryan	Electrician	IBEW Local 351	X			
Eisenmann, Kevin	Counselor	COOSOC				X
Johnson, Tom, Vice		Independent	X	X	X	
Macrina, Peter	Counselor	COOSOC			X	
Maguire, Laurie	Manager/ MIS	COOSOC		X	X	X
Martin, Lynn		COOSOC		X	X	X
Peterson, Jji		COOSOC				X
Raymond, James	VP, Sr Relationship Manager	TD Bank				
Romolini, Eric		COOSOC			X	X
Sinclair, Nidia	Director	COOSOC		X		
Weil, Robert	Business Dev Executive	Conner Strong & Buckelew Co	X			
Michelle Rohan		WDB Staff		X	X	
Richelle Hardison		WDB Staff		X	X	X
Swartz, Jeffrey S.,	Executive Director	WDB Staff		X	X	X
Vaughn, Debra		WDB Staff		X		X
Williams, Leslie J	Comptroller	WDB Staff			X	X

Opening and Agenda Discussion

The meeting began with a roll call to ensure a quorum, led by Debra, who confirmed the attendance of all required participants. Pat Abusi welcomed everyone to the Systems Performance Meeting, called the meeting to order at 9:00am and introduced the agenda.

Approval Of Prior Meeting Minutes

Pat requested a motion to approve the minutes of the May 23, 2025, Systems Performance meeting. A motion was made by Frank Cirii and seconded by Jeffrey Swartz. By majority vote to the affirmative, the motion carried, and the minutes were approved.

Summary

Training Agreements and Program Successes

Richelle reported that 41 Individual Training Agreements (ITAs) have been sent to providers, up from 25-27 last year, with all contracts now fully executed and an updated list shared with one-stop counselors. She also discussed the WIOA youth contracts awarded to OEO and The Work Group based on performance and available funds and mentioned that Workforce New Jersey contracts will be distributed once funds are allocated. Richelle shared positive outcomes from the summer youth employment monitoring, including two interns being hired as teaching assistants, with Jeffrey highlighting Camden County's 98-99% success rate for the program. Additionally, the ShopRite incumbent workers training program has concluded successfully with participants



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receiving raises and promotions, and five occupations have been added to the in-demand occupation list, including the reinstatement of CNA.

Fiscal Year Funding Report

Frank presented the Fund Balance report, showing that almost 99% of the fiscal year 24 WIOA grant was spent, with the remaining balance no longer available to spend. He reviewed the final figures for fiscal year 24 Work First New Jersey programs (TANF, GA, SNAP) and confirmed that unspent funds will be returned. Frank also presented the fiscal year 25 WIOA funds, which can be spent until June 2026, with \$567,295 remaining, and noted that fiscal year 26 WIOA funding began July 1st. Jeffrey mentioned sending updates from Future Works to Frank, Nydia, and Eric.

Contract Performance Analysis Review

Frank presented the contract analysis reports for various programs. For PY23 WIOA Youth, OEO has spent almost 50% of their award, while the Work Group spent 99.99% of theirs. Jeffrey explained that OEO had requested a substantial increase, but the committee decided to maintain last year's funding level with the option to request additional funds if needed. For PY24 programs, there are significant disparities in spending rates, with OEO at 22-33% across different contracts while other providers like Goodwill and the Work Group are achieving 77-89% utilization. Jeffrey suggested having the higher-performing vendors share best practices with OEO to improve their performance.

Provider Performance Accountability Strategy

Frank explained that the organization is facing financial challenges with tight margins, spending almost all their funding but underperforming on performance metrics. Lori pointed out that providers are not meeting performance target timeframes, which is significantly impacting their statistics, with the organization currently 15 percentage points below targets on key youth employment metrics. The group agreed to form a subcommittee to develop a strategy for holding providers financially accountable, with Jeffrey noting they need to address this issue collectively while ensuring they meet performance numbers to secure future funding.

One Stop Operations and Events Update

Frank reported that operations at the One Stop are running well despite budget uncertainties, with increased numbers of Work First clients and referrals. He mentioned that the new organizational structure implemented in July focuses on redundancy and cross-training to manage with fewer resources, and the team is monitoring performance metrics more critically in the competitive NGO environment. Jeff provided updates on upcoming events including the employment weekly event in September, Unity Fun Day, Stand Down of South Jersey, a Winslow Twp job fair, and the Empowerment Expo on October 8th, while noting they're currently under audit by DOL but don't anticipate major issues.

Next steps

- Eric to take the lead in setting up a subcommittee to develop a strategy for holding providers financially accountable for meeting performance targets.
- Eric to notify Pat when the subcommittee meeting is set up.
- Subcommittee to develop a strategy to improve performance metrics, particularly for youth programs.
- OEO to submit their remaining expense reports by today.



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- Eric to provide a report showing ITA numbers to give a more complete picture of service levels.
- Frank and the committee continue monitoring the DOL audit currently underway.
- Richelle to continue working with ShopRite on two more incumbent workers training programs.
- Richelle to continue seeking additional vendors for incumbent workers training programs.
- WDB staff to participate in the upcoming job fair on September 12th at Cherry Hill Mall Atrium.
- WDB staff to participate in Unity Fun Day at Cooper River Park.
- WDB staff to participate in Stand Down of South Jersey at South Jersey Armory.
- WDB staff to participate in Winslow Township job fair at the senior center.
- Deb to continue organizing the Empowerment Expo on October 8th at Clementon Fire Hall.

ADJOURNMENT

Pat thanked everyone in attendance and asked for a motion to adjourn. The motion was made by Frank Cirii, seconded by Jeffrey Swartz. By majority vote to the affirmative, the motion carried, and the meeting was adjourned at 9:49am.

Respectfully submitted by Michelle Rohan, Committee Coordinator.