



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, February 19, 2026, via Zoom

ATTENDANCE

	Trustee Member	15-Jan-26	19-Feb-26	19-Mar-26	16-Apr-26	16-May-26	18-Jun-26	16-Jul-26	20-Aug-26
Thompson Ryan	X		X	X					X
Alpheaus, April					X			X	
Askie-Rosario, Andrea									
Baer, Jessika									
Bass, Henry		X	X		X				
Michael Butler									
Campbell, Gabriella		X	X						
Cirii, Frank	X	X	X	X	X			X	X
Deitz, Jeff									
Field, Nicole		X							
Floyd, Kwame				X					
Fugee, Antoinette									
Lakshminarayan, Pavithra		X						X	
Lex, James									
Lord, Lisa		X			X			X	X
Moen, Bill								X	
Perez, Irene		X	X	X					
Pomales, Nicole									
Regensburger, Robert	X	X			X			X	
Robinson, Terrenny									
Roman, Xavier								X	
Shafer, Derena		X		X				X	X
Sinclair, Nidia									
Spector, David			X	X				X	X
Weil, Robert	X		X						X
Susan McShane									
Carelina Vieira-Ruiz									
Richelle Hardison									
Swartz, Jeffrey S.		X	X	X	X			X	X
Vaughn, Debra		X	X					X	X
Williams, Leslie		X	X	X	X				

WELCOME

Ryan Thompson welcomed members to the August meeting at 2:07 PM. She thanked Jeffrey Swartz and Bob Weil for chairing meetings during her recent absence and requested a motion for approval of the July meeting minutes. Jeffrey Swartz's motion to approve the minutes was seconded by Bob Weil. The motion carried and the meeting minutes for July 20, 2026 were approved.

WDB UPDATE

- The regional workforce plan was completed and submitted to the State.
- Workforce Investment Board certification remains pending; two partner signatures are still needed for the memorandum of understanding and infrastructure agreement. The signatures are expected following the partners' September board meeting.
- A regional workforce board meeting concerning Hanwha Shipbuilding and the development of a South Jersey worker pipeline is scheduled for September 8th at Rowan College of South Jersey.



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Representatives from southern New Jersey workforce boards, Hanwha, the State, and the Economic Development Authority are expected to attend. Registration is available through a flyer/QR code or by contacting Jeffrey Swartz or Deb.

- The committee continues to seek a vice chair. Jeffrey Swartz reported that he had spoken with a potentially interested member who currently serves on another committee. Eligible candidates must represent the private or nonprofit sector and may not be vendors.

WORKFORCE DEVELOPMENT UPDATES

- A Southern New Jersey Chamber Resource Fair is scheduled for Wednesday the 26th, from 4:00 to 6:00 PM, at American Water. Dave Spector and Jeffrey Swartz plan to attend and provide employer outreach.
- A layoff-aversion job fair is being organized for approximately 130 International Paper employees expected to separate from the Barrington facility effective September 24th. The fair is scheduled for September 9 at International Paper in Barrington; 10 employers, The Camden County Municipal Utilities Authority plans to participate and may have opportunities for electricians and related occupations. Employment Services, and the One-Stop have confirmed participation. David Spector will provide further details.
- An EMR recruitment event is scheduled for September 18th at the One-Stop in Cherry Hill. EMR expects to hire approximately 30 people for positions in Camden and South Jersey; approximately 125 job seekers were registered at the time of the meeting.
- On-the-job training funding and staffing remain uncertain. Employers interested in OJT may be referred to Dave Spector.

INCUMBENT WORKER TRAINING

- Camden County is actively promoting incumbent worker training using available local funding. Richelle Hardison is leading outreach while monitoring summer youth work-experience sites. Ravitz ShopRite is interested in another cohort, and additional employers have expressed interest. Employer referrals should be sent to Richelle Hardison.

ONE-STOP UPDATE

- During the prior month, the One-Stop served approximately 280 people in person and completed 72 GED tests, 117 CASAS assessments, and 30 CareerScope assessments.
- Backlog funding was used to issue training vouchers to approximately 40 individuals who had been waiting for services.
- An in-person job fair is scheduled for September 11th, from 10:00 AM to 2:00 PM, in the Nordstrom atrium at Cherry Hill Mall. The One-Stop is a gold sponsor with 10 tables, including a Workforce Development Board table.
- The One-Stop continues outreach at South Jersey Food Bank distributions and other community events. The next referenced event is September 15th at St. Vincent de Paul in Berlin. The County's food insecurity task force is coordinating One-Stop, health screening, and social services resources.



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- Three resolutions passed at the County Commissioner meeting, including the Workforce Development Board budget.
- New grant accounts are being established, and a Systems Performance Committee meeting is scheduled for Friday to align State, WDB, finance, and County reporting requirements.

MEMBER UPDATES

- **Camden County Technical Schools:** Lisa Lord reported that school resumes September 1st. Planning is underway for job fairs, back-to-school events, open houses, and a Women in Business event featuring women working in local industrial trades.
- **Camden County College:** Darena Shafer reported preparations for the fall semester beginning September 2nd. Members thanked her for her service as she prepares to relocate to Florida.
- **Connor Strong & Buckelew:** Bob Weil reported that open positions are posted online and are generally specialized roles requiring insurance experience. Candidates may undergo multiple virtual and in-person interviews. Lisa Lord will encourage a prior human resources referral to reconnect and apply.
- **Mid Penn Bank:** Ryan Thompson reported openings for tellers in Audubon and Collingswood, a floater role, a quality assurance specialist position in Pennsylvania or New Jersey, and a commercial lending support representative in Mount Laurel.

ACTION ITEMS

Action	Owner	Timing
Send the Southern New Jersey Chamber Resource Fair flyer to Jeffrey Swartz and share it with the group.	Dave Spector	Before the event
Notify Jeffrey Swartz of interest in serving as committee vice chair.	Eligible committee members	Open
Refer interested incumbent-worker-training employers to Richelle Hardison.	Committee members / Dave Spector	As opportunities arise

ADJOURNMENT

Dave Spector moved to adjourn, seconded by Jeffrey Swartz. The meeting adjourned at 2:30 PM.

The next BSOT meeting will be held on Zoom on September 17, 2026 at 2:00 PM.

The next quarterly Board of Trustees meeting will be held on Wednesday, September 16th at 9:00 AM on Zoom. Board Members are asked to RVSP as a quorum is needed to conduct board business.

Respectfully submitted by: Debra Vaughn, Executive Assistant