



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Matthew Verney, Chair

SYSTEMS PERFORMANCE COMMITTEE MEETING

FEBRUARY 24, 2023

CAMDEN COUNTY WORKFORCE DEVELOPMENT BOARD OFFICE (ZOOM)

ATTENDANCE:

COMMITTEE INFORMATION AND ATTENDANCE								
Name	Organization	Trustee Member	21-May-21	20-Aug-21	19-Nov-21	18-Feb-22	20-May-22	24-Feb-23
Abusi, Pat, CHAIR	Railroad Construction of South Jersey	✓	X	X	X	X	X	X
Cirii, Frank	CCOSCC	✓	X	X	X	X	X	X
Cream, Aaron	CCOS, Fiscal Team					X		X
Doran, Ryan	IBEW Local 351	✓			X			
Johnson, Tom, Vice Chair	Independent	✓		X	X	X	X	X
Maguire, Laurie	CCOSCC		X	X	X	X	X	X
Martin, Lynne	CCOSCC					X	X	X
Raymond, James	TD Bank		X	X		X	X	X
Sinclair, Nidia	CCOSCC		X		X	X	X	X
Weil, Robert	Conner Strong & Buckelew Companies	✓				X	X	
Henderson, Bridget	WDB Staff							X
Levitt, Alex	WDB Staff		X	X	X	X		X
Swartz, Jeffrey S., Exec. Director	WDB Staff		X	X	X	X	X	X
Vaughn, Debra	WDB Staff					X	X	
Williams, Leslie J	WDB Staff		X	X	X	X	X	X

SYSTEMS PERFORMANCE COMMITTEE

The Systems Performance Committee develops the standards and criteria of customer satisfaction and continuous improvement for One-Stop partners, programs, and vendors. The committee also provides for the fiscal planning and management for the One-Stop system.

WELCOME

Pat Abusi, Committee Chair, welcomed the attendees and called the meeting to order at 9:00am. He asked that people state when they conclude their presentations, asking if there are any questions before the meeting progresses. Pat then requested a roll call.

APPROVAL OF PRIOR MEETING MINUTES

Pat requested a motion to approve the November 18, 2022, Systems Performance meeting minutes. Frank Cirii requested an edit to a notation of Lynn Martin's report being incomplete at the time of the meeting. He asked for a change to reflect that Lynn presented the full Fund Balance report at the time of the meeting. He stated the issue was that the report was not presented in the detail requested by Leslie Williams. Jim Raymond motioned, seconded by Frank Cirii. By majority vote to the affirmative, the motion carried, and the minutes recorded for November 18, 2022 were approved.

MASTER BUDGET REVIEW & DISCUSSION

Lynn Martin, Senior Accountant, One-Stop Career Center

- Lynn presented the Fund Balance Report and Contract Analysis Reports for fiscal year 2022-2023.
- Jim Raymond asked for clarification of the purpose of the clothing allowance and asked if it is offered as an outside component to youth services as a secondary program or if it is offered to youth services and other programs. Nidia explained that clothing is provided through Work Group and is accessible to any participant served in programs offered TANF/GA/SNAP and youth clients of the Board of Social Services (BSS) to interview or start employment. The clothing resource is available to any program supported by the One-Stop. The BSS is aware that the clothing resource is available to their clients, but referrals are not being utilized. Jim submitted additional questions via chat to Frank and the One-Stop staff about the clothing allowance.

Camden County Workforce Development Board
 Fund Balance Report
 As of 2/17/2023

FY 2022

	Budget	Expended	% Expended	Remaining Balance	% Remaining
WIOA Admin					
Adult	125,515	99,486	79.3%	26,029	20.7%
Youth	125,515	99,486	79.3%	26,029	20.7%
Dislocated Worker	125,515	99,486	79.3%	26,029	20.7%
WIOA Program					
Adult	1,148,857	356,159	31.0%	792,698	69.0%
Youth	1,295,961	697,238	53.8%	598,723	46.2%
Dislocated Worker	1,262,684	349,880	27.7%	912,804	72.3%
WIOA Total	4,084,047	1,701,735		2,382,312	
WIOA Other	12,971	12,971	100.0%	-	0.0%
WFNJ Admin					
TANF	406,624	392,689	96.6%	13,935	3.4%
GA/SNAP	154,354	152,688	98.9%	1,666	1.1%
WFNJ Program					
TANF	2,754,244	2,288,963	83.1%	465,281	16.9%
GA/SNAP	1,021,913	698,315	68.3%	323,598	31.7%
WFNJ Total	4,337,135	3,532,655		804,480	
WFLL Admin	6,650	4,156	62.5%	2,494	37.5%
WFLL Program	88,350	84,289	95.4%	4,061	4.6%
WFLL Total	95,000	88,445		6,555	

FY 2023

	Budget	Expended	% Expended	Remaining Balance	% Remaining
WIOA Admin					
Adult	128,381	118,852	92.6%	9,529	7.4%
Youth	130,000	111,829	86.0%	18,171	14.0%
Dislocated Worker	131,007	44,043	33.6%	86,964	66.4%
WIOA Program					
Adult	1,167,432	304,100	26.0%	863,332	74.0%
Youth	1,177,168	369,779	31.4%	807,389	68.6%
Dislocated Worker	1,183,387	161,790	13.7%	1,021,597	86.3%
WIOA Total	3,917,375	1,110,393		2,806,982	
WIOA Other	12,971	-	0.0%	12,971	100.0%
WFNJ Admin					
TANF	317,000	172,873	54.5%	144,127	45.5%
GA/SNAP	116,000	66,598	57.4%	49,402	42.6%
WFNJ Program					
TANF	2,858,868	576,000	20.1%	2,282,868	79.9%
GA/SNAP	1,045,267	185,927	17.8%	859,340	82.2%
WFNJ Total	4,337,135	1,001,398		3,335,737	
WFLL Admin	4,340	4,305	99.2%	35	0.8%
WFLL Program	57,660	54,911	95.2%	2,749	4.8%
WFLL Total	62,000	59,216		2,784	

CONTRACT ANALYSIS SUMMARY

2/15/23 Expenditure Analysis

YOUTH PROGRAMS

Note: follow-up year excluded from completion percentage

CONTRACTOR: CAMDEN COUNTY OEO - YOUTH SERVICES 2022-2023					
CONTRACT NUMBER: Y-02-22		100% time completed			
CONTRACT PERIOD: 7/1/22-6/30/23		31% \$ documented			
AWARDED TO DATE:	81,250.00	13	Add'l enrollments needed for NEXT award increase		12
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	121,875.00	49,975.87	10,961.63	60,937.50	
Benchmarks	40,625.00	975.00	580.36	39,069.64	
Total Contract	162,500.00	50,950.87	11,541.99	100,007.14	63% potentially lost
Number of Enrollments	25	1	4%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	YY/OY Doc meas. skills gains	0	0%	of enrollments	
achieved benchmark 3	YY/OY Doc. of Cred. Attainment	0	0%	of enrollments	
achieved benchmark 4	YY/OY Doc placement in employ. and/or edcu.	0	0%	of enrollments	
WORK EXPERIENCE MINIMUM	32,500.00	13,353 Expended	19,147.44	Balance	
CONTRACTOR: THE WORK GROUP - YOUTH SERVICES 2022-2023					
CONTRACT NUMBER: Y-01-22		100% time completed			
CONTRACT PERIOD: 7/1/22-6/30/23		39% \$ documented			
AWARDED TO DATE:	FULL CONTRACT	READY FOR NEXT AWARD			-35
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	263,250.00	109,356.13	153,893.87		
Benchmarks	87,750.00	27,300.00	45,913.70	14,536.30	
Total Contract	351,000.00	136,656.13	199,807.57	14,536.30	61% potentially lost
Number of Enrollments	54	35	65%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	YY/OY Doc meas. skills gains	14	40%	of enrollments	
achieved benchmark 3	YY/OY Doc. of Cred. Attainment	0	0%	of enrollments	
achieved benchmark 4	YY/OY Doc placement in employ. and/or edcu.	0	0%	of enrollments	
WORK EXPERIENCE MINIMUM	70,200.00	47,398 Expended	22,802.23	Balance	
CONTRACTOR: CAMDEN COUNTY OEO - YOUTH SERVICES 2021-2022					
CONTRACT NUMBER: Y-02-21		100% time completed			
CONTRACT PERIOD: 7/1/21-6/30/22		85% \$ documented			
AWARDED TO DATE:	351,000.00	READY FOR NEXT AWARD			0,12,18
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	90,000.00	90,000.00			
Benchmarks	60,000.00	36,878.55	16,406.19	6,715.26	
Total Contract	150,000.00	126,878.55	16,406.19	6,715.26	15% potentially lost
Number of Enrollments	25	19	76%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	YY Doc attain skills gain	16	84%	of enrollments	
achieved benchmark 3	YY HS Diploma/GED w/in time frames	4	21%	of enrollments	
achieved benchmark 4	YY Doc pmt/military/pct-seodry	0	0%	of enrollments	
WORK EXPERIENCE MINIMUM	30,000.00	35,037 Expended	(5,036.72)	Balance	
CONTRACTOR: THE WORK GROUP - YOUTH SERVICES 2021-2022					
CONTRACT NUMBER: Y-01-21		100% time completed			
CONTRACT PERIOD: 7/1/21-6/30/22		72% \$ documented			
AWARDED TO DATE:	FULL CONTRACT	-39 Add'l enrollments needed for NEXT award increase			15,30,45
	BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement	216,000.00	153,945.42	62,054.58		
Benchmarks	144,000.00	104,747.06	19,858.30	19,394.64	
Total Contract	360,000.00	258,692.48	81,912.88	19,394.64	28% potentially lost
Number of Enrollments	60	44	73%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	YY Doc attain skills gain	43	98%	of enrollments	
achieved benchmark 3	YY HS Diploma/GED w/in time frames	36	82%	of enrollments	
achieved benchmark 4	YY Doc pmt/military/pct-seodry	15	34%	of enrollments	
WORK EXPERIENCE MINIMUM	72,000.00	0 Expended	72,000.00	Balance	

CONTRACT ANALYSIS SUMMARY

2/15/23 Expenditure Analysis

CLOTHING SERVICES					
CONTRACTOR: The Work Group Clothing Services - 2022/2023 Tanf					
CONTRACT NUMBER: T/SS-01-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	0% \$ documented				
AWARDED TO DATE: 6,750.00	134	Add enrollment needed for next award increase		135	
		ACTUAL AMT	POTENTIALLY	AMOUNT	
	BUDGET	DOCUMENTED	PAYABLE	NOT UTILIZED	
Cost Reimbursement	10,125.00	-	5,062.50	5,062.50	
Benchmarks	3,375.00	-	-	3,375.00	
Total Contract	13,500.00	-	5,062.50	8,437.50	100% potentially lost
Number of Enrollments	270	0	0% enrolled to date		% of remaining contracted bal.
CONTRACTOR: The Work Group Clothing Services - 2022/2023 GA					
CONTRACT NUMBER: G/SS-01-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	1% \$ documented				
AWARDED TO DATE: 1,725.00	35	Add enrollment needed for next award increase		35	
		ACTUAL AMT	POTENTIALLY	AMOUNT	
	BUDGET	DOCUMENTED	PAYABLE	NOT UTILIZED	
Cost Reimbursement	2,587.50	-	1,293.75	1,293.75	
Benchmarks	862.50	25.00	-	837.50	
Total Contract	3,450.00	25.00	1,293.75	2,131.25	99% potentially lost
Number of Enrollments	0	0	#DIV/0! enrolled to date		% of remaining contracted bal.

After Lynn presented her reports, Leslie Williams asked if the WorkFirst NJ FY2022 funds she provided would be the amount to be returned (approximately \$810k), and if the remaining WIOA FY2022 funds would be spent. Lynn responded that the WorkFirst funds would be returned and it was too soon to determine the amount of WIOA will be returned. Regarding the Contract Analysis and the CCC ESL CWEPS, Leslie asked about the difference between enrollments (0) and the funds spent (63% remaining). Aaron Cream stated the 63% number is actually 65% through the contract. Nobody has been enrolled within 65% of the program. Laurie McGuire noted that CCC accidentally enrolled ESL participants as TANF and they are in the process of making the correction.

CONTRACT ANALYSIS SUMMARY

2/15/23 Expenditure Analysis

BEGINNING 7/1/2022 - TANF CONTRACTS

Grand Totals					
Budgeted CR/BM	Actual CR/BM	Pending CR/BM	Need Enrollments	Total Not Documented	
532,800.00	115,425.56	85,874.44	331,500.00	417,374.44	
CONTRACTOR: Camden County College CWEP w/Job Skills - 2022/2023 Tanf					
CONTRACT NUMBER: T/CW-01-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	30% \$ documented		OPEN		
AWARDED TO DATE: 86,000.00	27	Add'l enrollments needed for NEXT award increase	27		
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED		
Cost Reimbursement	129,000.00	55,436.37	9,083.63	64,500.00	
Benchmarks	60,200.00	1,200.00	3,000.00	56,000.00	
Total Contract	189,200.00	56,636.37	12,063.63	120,500.00	70% potentially lost
Number of Enrollments	43	3	7%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	0	0%	of enrollments		
achieved benchmark 3	0	0%	of enrollments	ctd cost per	
achieved benchmark 4	0	0%	of enrollments		
CONTRACTOR: Camden County College ESL CWEP w/Job Skills - 2022/2023 Tanf					
CONTRACT NUMBER: T/ESL-01-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	6% \$ documented		OPEN		
AWARDED TO DATE: 42,000.00	11	Add'l enrollments needed for NEXT award increase	11		
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED		
Cost Reimbursement	63,000.00	5,312.46	28,187.54	31,500.00	
Benchmarks	21,000.00	-	-	21,000.00	
Total Contract	84,000.00	5,312.46	26,187.54	52,500.00	94% potentially lost
Number of Enrollments	21	0	0%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	0	#DIV/0!	of enrollments		
achieved benchmark 3	0	#DIV/0!	of enrollments	ctd cost per	
achieved benchmark 4	0	#DIV/0!	of enrollments		#DIV/0!
CONTRACTOR: Camden County OEO CWEP w/Job Skills - 2022/2023 Tanf					
CONTRACT NUMBER: T/CW-03-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	15% \$ documented		OPEN		
AWARDED TO DATE: 50,000.00	13	Add'l enrollments needed for NEXT award increase	22		
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED		
Cost Reimbursement	132,000.00	26,226.73	39,773.27	66,000.00	
Benchmarks	61,600.00	2,400.00	3,200.00	56,000.00	
Total Contract	193,600.00	28,626.73	42,973.27	122,000.00	85% potentially lost
Number of Enrollments	44	4	9%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	4	100%	of enrollments		
achieved benchmark 3	0	0%	of enrollments	ctd cost per	
achieved benchmark 4	0	0%	of enrollments		7,156.68
CONTRACTOR: Center for Family Services CWEP w/Occu Skills - 2022/2023 Tanf					
CONTRACT NUMBER: T/CW-02-22	100% time completed				
CONTRACT PERIOD: 7/1/22-6/30/23	38% \$ documented		OPEN		
AWARDED TO DATE: 30,000.00			READY FOR NEXT AWARD	8	
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED		
Cost Reimbursement	45,000.00	18,850.00	3,650.00	22,500.00	
Benchmarks	21,000.00	6,000.00	1,000.00	14,000.00	
Total Contract	66,000.00	24,850.00	4,650.00	36,500.00	62% potentially lost
Number of Enrollments	15	5	33%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2	5	100%	of enrollments		
achieved benchmark 3	5	100%	of enrollments	ctd cost per	
achieved benchmark 4	0	0%	of enrollments		4,970.00

List	Total Available TANF Slots	Actual BM Attained	% of Total BM Attained
Total TANF	123	12	10%
BM 2		9	
BM 3		5	
BM 4		0	

CONTRACT ANALYSIS SUMMARY

2/15/23 Expenditure Analysis

BEGINNING 7/1/2021 - GA/SNAP CONTRACTS

Grand Totals				
Budgeted CR/BM	Actual CR/BM	Pending CR/BM	Need Enrollments	Total Not Documented
242,000.00	41,328.73	43,971.27	156,700.00	200,671.27
CONTRACTOR: Camden County College CWEP w/Job Skills - 2022/2023GA				
CONTRACT NUMBER: G/CW-01-22	100% time completed			
CONTRACT PERIOD: 7/1/22-6/30/23	8% \$ documented		OPEN	
AWARDED TO DATE: 44,000.00	11	Add'l enrollments needed for NEXT award increase	11	
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement 66,000.00	7,308.57	25,691.43	33,000.00	
Benchmarks 30,800.00	800.00	2,000.00	28,000.00	
Total Contract 96,800.00	8,108.57	27,691.43	61,000.00	92% potentially lost
Number of Enrollments 22	2	9%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2 0	0%	of enrollments		
achieved benchmark 3 0	0%	of enrollments	old cost per	
achieved benchmark 4 0	0%	of enrollments		
			4,054.29	
CONTRACTOR: Camden County College ESL CWEP w/Job Skills - 2022/2023GA				
CONTRACT NUMBER: G/ESL-01-22	100% time completed			
CONTRACT PERIOD: 7/1/21-6/30/22	37% \$ documented		OPEN	
AWARDED TO DATE: 18,000.00	5	Add'l enrollments needed for NEXT award increase	5	
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement 27,000.00	14,633.41	(1,133.41)	13,500.00	
Benchmarks 12,600.00	-	-	12,600.00	
Total Contract 39,600.00	14,633.41	(1,133.41)	26,100.00	63% potentially lost
Number of Enrollments 9	0	0%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2 0	#DIV/0!	of enrollments		
achieved benchmark 3 0	#DIV/0!	of enrollments	old cost per	
achieved benchmark 4 0	#DIV/0!	of enrollments		#DIV/0!
CONTRACTOR: Camden County OEO CWEP w/Job Skills - 2022/2023 GA				
CONTRACT NUMBER: G/CW-02-22	100% time completed			
CONTRACT PERIOD: 7/1/22-6/30/23	18% \$ documented		OPEN	
AWARDED TO DATE: 48,000.00	7	Add'l enrollments needed for NEXT award increase	12	
BUDGET	ACTUAL AMT DOCUMENTED	POTENTIALLY PAYABLE	AMOUNT NOT UTILIZED	
Cost Reimbursement 72,000.00	18,586.75	17,413.25	36,000.00	
Benchmarks 33,600.00	-	-	33,600.00	
Total Contract 105,600.00	18,586.75	17,413.25	69,600.00	82% potentially lost
Number of Enrollments 24	0	0%	enrolled to date	% of remaining contracted bal.
achieved benchmark 2 0	#DIV/0!	of enrollments		
achieved benchmark 3 0	#DIV/0!	of enrollments	old cost per	
achieved benchmark 4 0	#DIV/0!	of enrollments		#DIV/0!

List	Total Available TANF Slots	Actual BM Attained	% of Total BM Attained
Total GA/SNAP	55	2	4%
BM 2		0	
BM 3		0	
BM 4		0	

Youth Provider Report

Camden County WIOA Targets		Youth Provider A	Youth Provider A Performance	Youth Provider B	Youth Provider B Performance
	Contracted LOS	60		25	
	Actual Enrollments	44	73%	19	76%
55%	Occupational Credential	34	77%	4	21%
48%	HiSet/GED	20	45%	4	21%
61%	Entered Employment and/or Advanced Training	32	72%	4	21%

PROGRAM EVALUATOR REPORT

Bridget Henderson, Program Evaluator, Workforce Development Board

February 2023 Report-Program Evaluator

Current ITA Contracts Fully Executed: 26

- 0 new from last report, 1 terminated (Abundant Training Institute)

ITA Contracts Being Processed:

- Rutgers Executive Education-Contract package sent on 11/9/22
- Broadway Vocational Technical School-Contract package sent on 12/15/22
- Rutgers Graduate School of Education-Contract package sent on 12/20/22
- Medical Construction Industrial Training Center-Contract package sent 12/22/22
- Rowan College of SJ-Gloucester CTE-Sent to County 2/9/23

Completed Monitoring since last report (Jan 23):

- 1/23/23-A1 Allied Health Training Institute-No corrective/recommended action
- 2/8/23-Academy of Healthcare Excellence-Instructed to include Employment Verification Forms and follow up forms in student files

Scheduled Monitoring: None

Monitoring Scheduling Request Sent: Starlight Medical- In the process of scheduling for February

Comments:

- Most ITA and CWEB providers that Bridget has spoken with are reporting issues with referrals and struggling financially. She explained that sanctions have not yet been made mandatory by the state which is why referrals are low.
- RCSJ Continuing Education's ITA has been executed by County but must provide proof of insurance (lapsed).

RFP Process

- RFP timeline created (Attached)
- Working with MIS on Performance Targets
- I will be reaching out in late March to set up review teams

Fully Executed ITA Contracts

- A1 Allied Health Training Institute
- Academy Of Healthcare Excellence
- American Training Center
- ASI Career Institute
- Avtech Institute of Technology
- Bordentown Driver Training School dba
Smith & Solomon Driver Training
School
- Camden County College - Academic
- Camden County College - Corporate
Center
- Empire Beauty School - Cherry Hill
Campus
- Lincoln Technical Institute
- Merit Training Institute
- Mike's Driving School, Inc
- Angels Of Mercy Nursing Skills School
- Orleans Technical College (formerly
JEVS Human Services)
- Pennco Tech – Blackwood
- Rizzieri Aveda School
- Robotech CAD Solutions
- Rowan College of SJ - Gloucester
Campus
- Rowan College of SJ - Cumberland
Campus
- Starlight Medical
- American Institute - Cherry Hill
Campus
- Career Technical Institute
- Innovate Salon Academy – Ewing
- LivWell Academy
- LasComp Institute of IT
- Gloucester County Institute of
Technology

Bridget stated that the payment process, either by benchmarks or performance requirements, needs to be decided for both WorkFirst NJ and the Youth contracts and put in writing by the One-Stop so it can be incorporated into the RFPs for submission to the Commissioners.

RFP WFNJ/WIOA Timeline

Letter of Intent to Commissioners	By 2/10
RFP Draft & Edit	2/17 Systems Performance; Final Draft by 2/27
RFP to Commissioners	By 2/28
RFP out to public	By 3/27
Tech Conference	4/10
Set up review teams	By 4/14
Return of RFPs	By 5/1
RFP Review	By 5/15
Awards out	By 5/26

CAMDEN COUNTY ONE-STOP CAREER CENTER

Laurie Maguire – Manager, MIS and Nidia Sinclair – Manager, Youth One-Stop

- Laurie stated that she reviewed the RFP and then commented on the payment and structure:
 - She proposed moving from 60% cost reimbursement and 40% benchmarks payments to 75% cost reimbursement and 25% paid when specific benchmarks are achieved.
- Laurie also brought up the option of fee for service. She suggests benchmark payment based on performance targets. She stated that Camden County's performance target for youth is 55%. She used an example of two providers. Provider A is doing very well at 73% or 77%. Provider B is struggling to meet performance targets and is dragging Camden County's performance down to 21%. The same issue applies for Camden County's HiSET/GED target of 48%. Provider A was 1 short of meeting the target, while Provider B is dragging the county down, especially at the level of service. When Jim Raymond asked Laurie why one provider is more successful than another, she offered that each provider has different modules and the funding sources of the providers vary. Laurie commented that a provider who is struggling should be assisted or not renewed if they cannot meet performance standards.
 - She suggested that Performance should be taken into consideration as a part of the new RFP structure. The 25% of benchmark payments should be structured to meet the One-Stop's performance targets. For example, 100% of a payment will be made when 55% of students achieve skills gain.
 - Past performance of providers should be reviewed when awarding the new RFPs.
 - A 100% performance target is unobtainable. It will be easier to reach shared performance standards, but the penalty for not meeting them will be more stringent.
 - The full amount of those funds could only be collected by meeting shared performance standards. If they fail to meet the performance targets, their 2nd year funding may not be renewed.

- Providers can get to 100% of the payment if you achieve a HiSET certification and employment (or two skills gains, entered employment and advanced training).
- Leslie made a motion to keep the RFP's payment structure at 75/25 but adjust the requirements for the benchmarks, tying the 25% to the CC WIOA targets as suggested by Laurie McGuire. The same will apply to the WorkFirst NJ targets. Leslie's motion was seconded by Jim Raymond. By unanimous vote to the affirmative, the motion was carried.
- Laurie clarified information in the previous minutes that the One-Stop was requesting a change to the local plan allowing 25 in-school slots for July, not a change to the RFP. The slots would be to provide services to students in alternative schools. The Youth Committee approved the language change in their last meeting and the Systems Performance Committee was in agreement.
- Leslie explained that a fund allocation on the annual budget was transferred to meet a 1% training for WDB/local governance requirement by the State. The allocation change did not require a vote of approval.

WORKFORCE DEVELOPMENT BOARD

Jeffrey Swartz, Director

- The regional plan has been completed and posted for public comment for 30 days. In the interim, work will continue to write the Local Plan.
- Jeff asked attendees to notify Alex if they wish to attend the upcoming quarterly board meeting to ensure an accurate head count for the catering order. He asked that members bring a member of the private sector so they can become acquainted about the Workforce Board. A full breakfast will be served at 8:30 am.

FINAL REMARKS

The next System Performance Committee meeting is scheduled for Friday, May 19, 2023 @9:00 am via Zoom conferencing. An Executive Committee meeting is scheduled for Weds. April 19th via Zoom. The next quarterly board meeting is Wednesday, March 22, 2023 at 9:00 am. The in-person meeting will take place in Roosevelt Hall at Camden County College-Blackwood.

ADJOURNMENT

Pat Abusi thanked everyone in attendance and asked for a motion to adjourn. Jim Raymond made the first motion, seconded by Jeff Swartz . By majority vote to the affirmative the motion was carried, and the meeting was adjourned at 9:55 am.

Submitted by:

Debra Vaughn

Administrative Assistant to the Executive Director