



Meeting of the Cumberland Salem Cape May Workforce Development Board
MS Teams Meeting
April 8, 2021 – 12:00 p.m.

MINUTES

A meeting of the Cumberland Salem Cape May Workforce Development Board was held Thursday, April 8, 2021 via Zoom due to COVID-19. Those in attendance were:

Workforce Development Board Members:

Andrew Bulakowski, Cheryl Golden, Dawn Hunter, Donna Groome, Hugh McCaffery, Kathy Lockbaum, Kim Ayers, Leslie Gimeno, Louis Joyce, Melissa Niles, Nancy Hudanich, Terrence Hardee, Tom Wysocki, Vicki Clark, Jack Swain, Denise Beckson, Thomas Halligan, Erich Florentine, Sheri Stephens, Kathy Lockbaum, Frederick Keating, Ed Geletka

Staff:

Allison Spinelli, Christy DiLeonardo, Cindy Angelo, Zary Irurita

Guests:

Carol Musso, Ed Ramsay

I. Welcome/Opening Remarks

Sheri Stephens opened the meeting by welcome all attendees and read the Open Public Meeting Act. The meeting began at 12:03pm. Sheri requested a motion to approve the minutes of the January 7, 2020 meeting. Cheryl Golden made the motion, Second by Hugh McCaffrey. All in favor, minutes approved. Ed Geletka sustained.

II. OSO Procurement-

***ACTION ITEM* – Authorize Review Committee to Release RFP and Make Recommendation for Contract Award**

Allison reported the review committee which included: Bert Lopez, Sheri Stephens, Tom Wysocki, Vicki Clark, Erich Florentine, and Cheryl Golden. The review committee will meet virtually on June 8th at 9:30am. Once a contract is awarded, it will be sent over to the purchasing department. The current OSO contract expires on June 30th, 2021.



Allison requested a motion to approve to give authority to the Review Committee to release RFP and make recommendation for contract award. Sheri Stephens made the motion, Second by Hugh McCaffrey. All in favor, motion approved.

Allison will keep the board members informed on every step of the process.

III. OSO Report

Cindy Angelo reported the last few months have been productive with additional offices openings and staff returning to work. As everyone is seeking guidance on the new normal of servicing their customers, each county seeks opportunities to connect residents to workforce related services.

Highlights included:

- Opportunities exist for work, job search, and training.
- Collaboration with BSS resulted in WFNJ customers volunteering to participate in Job search, Learning Link, and training programs.

Challenges included:

- Technology
- Childcare
- Needs met through state and federal assistance

Other projects for WDB:

- Completed partner directories for certification of Cumberland/Salem/Cape May WD agencies
- Providing presentations of resources within each county as it related to Workforce or Workfirst initiatives;
- Communication of relevant WDB updates, resources, opportunities to partners in each county as received
- Attendance at weekly and monthly meetings with WDB Executive Director
- Attendance at partnering organization's meeting upon request
- One on One meetings with partners regarding specific information requests, needed consultation, and problem solving
- Assist in Website design and Social Media platforms for each county
- Assisting in State directed Self Audit and Monitoring
- Plan and assist in creation of new Customer Feedback tool
- Participate in new initiative in Bridgeton under Project Hope for WDB



IV. Service Delivery Updates

Salem: Kathy Lockbaum reported they are still not open to the public and are by phone/virtually. There is not search of urgency in employment and rates are low due to unemployment and stimulus. It is impacting customers wanting to be motivated and trained. Still trying to outreach and stay connected even with challenges.

Cape May: Leslie Gimeno reported from the WIOA standpoint, they are fully staffed and serving remotely. Started a laptop lending program to customers that many not have access to test. OJT Program has had 4 successful matches. Expanded online training for on demand jobs.

Donna reported that on WFNJ standpoint, they are constantly attempting to keep up with engagement minimal success in numbers due to COVID-19. Very little motivation in customers. Office has moved to around the corner. Staff is excited to go back to in-person and hoping for things to pick up.

Cumberland: Allison reported using C.A.R.E.S Act funding for Work Merk for all 3 counties. This is a tool allowing engagement with customers via cellphone and staff using desktop computers. This allows staff and customers to share documents through a secure platform and send text messages back and forth. This eliminates having to get cellphones for staff and staff using personal devices. Meeting next week on that.

V. Old/New Business:

Christy reported about Cumberland's Drive-Thru Hiring Event being held in the RCSJ Campus on April 20th, 2021 with opportunity in Advanced Manufacturing careers.

VI. Adjournment

Sheri requested a motion to adjourn the meeting. The motion was made by Cheryl Golden, Second by Tom Wysocki. The meeting adjourned at 12:56 p.m.