



Meeting of the Cumberland Salem Cape May Workforce Development Board  
MS Teams Meeting  
April 7, 2022 – 12:00 p.m.

### **DRAFT MINUTES**

A meeting of the Cumberland Salem Cape May Workforce Development Board was held Thursday, April 7, 2022 via Teams. Those in attendance were:

**Workforce Development Board Members:**

Andrew Bulakowsky, Sherwood Taylor (Alternate), Bert Lopez, Elizabeth Reed, Cheryl Golden, Ed Geletka, Gary Green, Hugh McCaffery, Jack Swain, Katie Czajkowski, Kathy Lockbaum, Kim Ayers, Leslie Gimeno, Louis Joyce, Melissa Niles, Nancy Hudanich, Pat Harrison, Tom Wysocki

**Staff:**

Allison Spinelli, Christy DiLeonardo

**Guests:**

Carol Musso, George Castellini, Joseph Sileo, Ed Ramsey, Tom Halligan

**I. Welcome/Opening Remarks**

Bert Lopez opened the meeting by welcome all attendees and read the Open Public Meeting Act. The meeting began at 12:02pm. Bert requested a motion to approve the minutes of the January 13, 2022 meeting. Nancy Hudanich made the motion, Second by Andrew Bulakowsky. All in favor, minutes approved. Motion carried.

**II. Presentation – SJEDD Cares Act Supplemental Planning Grants**

Lou Joyce provided information about the grant that covers South Jersey counties. Cumberland County Economic Development received funding to support a part of their plan. The Cumberland County Department of Workforce Development received a grant for several business outreach projects. Salem County received funding for the creation of an economic vision and action plan. The plan was completed and beginning to be implemented with funding to support the startup of an Economic



Development Office in the county. Cape May County funding is supporting an economic strategy that reviews all aspects of business structure and climate; supports the recovery of the tourism industry; diversifies industry in the county. SJEDD use funds for the CEDS update last year. Atlantic County is using funding to update and implement a 5-year economic development plan. Christy DiLeonardo discussed the business services projects and noted the flexibility these funds provided.

Lou addressed a question about whether this was a one-time funding opportunity or if there were additional funds. A request for an extension through 12/31/22 was submitted. If received, there is a possible redistribution of funds if some projects do not fully expend.

Bert asked about funding for infrastructure projects; Lou responded that those funds are awarded through traditional EDA grants; need to apply directly to EDA for those grants.

### **III. Expenditure and Budget Review**

Allison Spinelli presented a slide that provided current expenditures and budget balances for Cumberland, Salem, and Cape May as of the February 2022 report. Due to the pandemic, there are still funding balances in all 3 counties for PY20 WIOA funds that expire on 6/30/22. Cumberland's balances will be fully expended by 4/30/22. Kathy Lockbaum noted plans to create space for people to come into the office to complete career planning services that will utilize the balance of Salem County funding. Cape May's balances are not a true reflection of their financial position as their WIOA expenses have only been reported through 9/30/21. The team is working with the Treasurer's office to get the reporting up to date for the next reporting cycle.

### **IV. Local Policy for One-Stop Certification**

Allison reported that the WDB Certification process included the certification of the One-Stop systems in each county. The SETC provided a benchmark tool for which was used for this process for our certification application.

Our WDB Certification was approved yesterday and included a recommendation that each local area create their own certification policy and benchmark tool for future certifications. The Planning and Oversight Committee will be working on this policy and several others over the course of the next program year to bring to the board for approval.

### **V. Old/New Business**

Commissioner Ramsey provided some remarks for Salem County. Commissioners Musso, Castellini and Sileo shared some remarks for Cumberland County.



The Atlantic City Electric Workforce grant program completers will have the option to apply for 30-40 upcoming meter tech positions (\$30 per hour for 18 months; potential to transition to permanent position). Staff is reaching out to all program completers to connect them to these opportunities.

**VI. Adjournment**

Bert requested a motion to adjourn the meeting. The motion was made by Cheryl Golden and seconded by Melissa Niles. The meeting adjourned at 12:46 p.m.