



Meeting of the Cumberland Salem Cape May Workforce Development Board  
The Authority Training Center  
245 Lebanon Road, Millville NJ  
July 14, 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, Bert Lopez, Cheryl Golden, Dawn Hunter, Donna Groome, Ed Geletka, Hugh McCaffery, Jack Swain, Jody Classen, Kathy Lockbaum, Leslie Gimeno, Tom Halligan (Alternate), Melissa Niles, Jamie Moscone (Alternate)

### **Staff:**

Allison Spinelli, Christy DiLeonardo, Cindy Angelo

### **Guests:**

Carol Musso, Joseph Sileo, Ed Ramsey, Jerry Velazquez, Lianna Velazquez

### **Public:**

Nancy Ridgway

## **I. Welcome/Approval of Minutes**

Bert Lopez opened the meeting by welcome all attendees and read the Open Public Meeting Act. The meeting began at 12:16pm. Bert requested a motion to approve the minutes of the April 7, 2022 meeting. Jack Swain made the motion, Second by Jody Classen. All in favor, motion carried. Minutes approved.



## **II. Presentation – NJEDA NJ Wind Port**

Allison Spinelli informed the board that today's presentation will need to be rescheduled as the presenter was not feeling well and not able to travel. The presentation will be included on the agenda for the October 6<sup>th</sup> board meeting.

Membership began a local discussion about the project in lieu of the presentation. Bert shared an update about Atlantic City Electric's project connected to the developing Wind Port in Salem. Plans include a substation that will create job opportunities. Jerry Velazquez reported that The Authority is working with Salem County and EDA to ensure that all parties are paying attention to ancillary services and interconnectivity to businesses and residents. A Wind Institute may be located in Salem.

Jack stated that from an education perspective, EDA has reached out to provide educational resources. Submerged welding and painting programs are being developed and they have been engaged in pre-apprenticeship and apprenticeship discussions.

A job fair was held in Salem City in December for trade union positions. One-Stop, Salem Community College and Salem County Vocational Technical Education Center all participated. The event was well attended and included a review of the qualification to apply for union positions; long term commitment (1 year plus). Construction started but will be ongoing so participants could enroll in training and start working after they complete. Challenges identified include transportation to the union training centers.

Andrew Bulakowsky shared that the carpenters union is currently accepting applications; in the participant is more than 60 miles away from the training, the union will house them during the week-long training. Commissioner Ramsey suggested that technical schools could be an option for satellite locations for some of the book work related to the apprenticeship.

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

Allison Spinelli presented the PY 2021-22 Expenditure Report. The WIOA grants are required to be 80% expended or obligated by 6/30/22. As of the May 2022 report submission, the local area is 45.86% expended. The program year-end reports are due tomorrow (7/15/22) and will increase the percentage of expenditures but we will not meet the 80% requirement. We received a no-cost extension for our WFNJ funds; required to be fully expended or obligated by 10/31/22. As of the May 2022 report submission, the local area is 80.37% expended. Miscellaneous grants include Workforce Learning Link (90.85% expended; will be fully obligated on June report) and WIOA OJT (1.04% expended; anticipating a no-cost extension on this grant).



Allison reported that the PY 2020-21 WIOA grants expired on 6/30/22. The June 2022 reports are still in process but we are anticipating the return of approximately \$400,000 (estimated \$280,000 for Cape May County and \$120,000 for Salem County).

Allison presented preliminary budgets for PY 2022-23. All three counties received level funding for WFNJ. The Cumberland WIOA allocation was slightly increased (less than 1%), Salem's WIOA allocation was increased by almost 5% and Cape May received an almost 10% increase in WIOA funds. The WLL allocation was decreased by 34% but NJDOL is working to identify additional funding to support that activity.

Bert requested a motion to approve the preliminary PY 22-23 budgets. Ed Geletka made the motion, Second by Jack Swain. All in favor, preliminary budgets approved. Motion carried.

#### **IV. Local Governance Policy**

Allison reported that the NJDOL issued a Local Governance Policy on May 16, 2022. This policy offers some potential shifts for our local area. In July of last year, USDOL monitored two local areas on a number of issues programmatic and fiscal issues, with a focus on Local Board Governance. USDOL is requiring that NJDOL work to resolve the specific findings related to the two local areas, and furthermore required that NJDOL assess the entire state to ensure that every local area is brought into compliance before they return in 2024.

Under this policy, WDB staff will engage in specific functions related to governance as highlighted in the policy. Activities related to One Stop Operations and services must be staffed separately and through procured contracts. There may be functions that are currently being performed by One Stop Career Services staff that actually should be performed by Local Workforce Development Board Staff. We expect there will need to be some changes in how budgets are set to ensure alignment with the governance policy.

Our WDB is not in compliance because we are not currently competitively procuring WIOA Adult and DW career services. In addition, our WIOA Operations in Cumberland and the WDB functions are within the same county department and both lead by the same Director.

NJDOL's goal is to help support each local area in bringing its governance and operations into compliance with this policy. They are developing plans to further roll out and operationalize this policy and plan to share more information with us in the coming weeks and months. Beginning this fall, they are seeking to rolling out a series of local governance trainings and will continue to have on-going conversations on how to move this work forward.



**V. Old/New Business**

Dawn Hunter shared information about the tri-Chamber Business Expo on September 21, 2022 from 4-7pm in the Gymnasium at Rowan College of South Jersey Cumberland Campus.

**VI. Adjournment**

Bert requested a motion to adjourn the meeting. The motion was made by Melissa Niles and seconded by Jack Swain. The meeting adjourned at 1:10 p.m.