



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

MINUTES

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

Workforce Development Board Members:

Andrew Bulakowski, Cheryl Golden, Dawn Hunter, Donna Groome, Hugh McCaffery, Kathy Lockbaum, Leslie Gimeno, Louis Joyce, Tom Wysocki, Vicki Clark, Denise Beckson, Thomas Halligan, Erich Florentine, Kathy Lockbaum, Ed Geletka, Bert Lopez

Staff:

Allison Spinelli, Christy DiLeonardo, Cindy Angelo, Zary Irurita

Presenter:

Steven Kehs

I. Welcome/Opening Remarks

Bert Lopez opened the meeting by welcome all attendees and read the Open Public Meeting Act. The meeting began at 12:03pm. Bert requested a motion to approve the minutes of the April 8, 2020 meeting. Lou Joyce made the motion, Second by Hugh McCaffrey. All in favor, minutes approved. Motion carried.

II. Officer Elections

ACTION ITEM – Approval of election of chair and vice chair

Allison asked if anyone wished to nominate a member of the board for Chair or Vice Chair. No nominations were voiced. Allison requested a motion to approve Bert Lopez as Chair and Sheri Stephens as Vice Chair. Hugh McCaffrey made the motion, Second by Erich Florentine. All in favor, Bert and Sheri are confirmed as Chair and Vice chair of the Workforce Development Board.

III. WIN 2.0 Presentation- TRIAD Association



The 2011 approach to accelerated service delivery which became known as the **W.I.N. Program** – or the “Workforce Investments Now” Program had five main objectives:

- To Bring a Proactive Approach to Averting Layoffs and Business Closings;
- To Retain Local Business and Industry;
- To Protect Jobs and Enhance Workforce Wellness;
- To Inform the Business Community about Workforce Wellness Assistance;
- To Link Workforce and Business Assistance Information into a Single Source Database

This new and substantially revised WIN Program proposal is broken into four sections. Section 1 offers an introduction to the concept and the rationale behind the proposed revisions. Section 2, starting on the following page, offers a more detailed look at the specific programs and support services that can be modified and delivered as part of the new WIN Initiative. Section 3 highlights the process of introducing those services to local business and industry; and Section 4 summarizes the implementation/evaluation phase and the next steps in program development.

SUMMARY

The Cumberland-Salem-Cape May WIN Program is not a new initiative. The Cumberland-Salem-Cape May WDB has been providing workforce training and response services to business closures and changing economic conditions for many years. Local economic development offices and State agencies have also been providing support. What is new is the packaging and orientation of the program as a more aggressively proactive initiative. As part of this WIN Program summary, some new initiatives are also being suggested to help grow and sustain the program and to assist regional businesses recover from the COVID Crisis and sustain their operations.

Expanding the WIN Program statewide and implementing new initiatives will require the support and cooperation of local WDB offices, One Stop Career Centers, economic development agencies, planning and engineering departments, and of course, the N.J. Department of Labor & Workforce Development. The Cumberland-Salem- Cape May WDB will serve as a pilot project for this effort. Local officials see the following as needed steps to initiate the pilot program.

1. Approval of the New Concepts. The N.J. Department of Labor & Workforce Development should review and authorize support for the new elements in the WIN Program as presented in this white paper. Modifications to the proposal can and should be suggested and agreed upon by State and local parties.

2. Agreement on Approach. The approach suggested by the program involves a protocol that will demand ongoing attention and support from local WDBs. As in the case of the initial adoption of the WIN Program by the Cumberland-Salem WDB, other counties followed in order to mirror some of its ideas and approaches. There will need to be some flexibility in the program’s protocol and administration to accommodate the circumstances unique to each county or regional WDB and each local service area.

3. Support from Local Stakeholders. In order to get the GIS Service support this program requires, local/County GIS providers such as engineering or planning offices must be on board as part of the WIN-



ning Team. This can be arranged where necessary through an interlocal services agreement among agencies – ideally for no fee to the WDB. Where a fee for mapping services or support is required, such would have to be negotiated among the local parties and may require some funding assistance from the NJDOL&WD.

IV. OSO Contract Approval

***ACTION ITEM* – Approval of contract award to CEZC**

A motion was made to approve the contract awarded to CEZC as the One Stop Operator. Kathy Lockbaum made the motion, second by Andrew Bulakowski. All in favor, motion carried.

V. Preliminary Budget Approval

***ACTION ITEM* – Approval of preliminary budgets**

Cumberland

WIOA

Almost 4% reduction in Adult and Youth funds (slight increase in DW). The reduction in funds will be more than covered by PY20 carry-over funds.

WFNJ

Over 33% increase in TANF and GA/SNAP funding.

Funding will be used to support staff and facility costs. Meeting with BSS staff to discuss additional services we can provide to WFNJ clients until work activity requirements are reinstated.

WLL

A little over 2% reduction in funds from prior year.

Cape May WLL site did not operate last program year. Contract with ACCC for the Cape May WLL site has been reduced to better reflect average number of participants served (25 enrollments).

Salem

WIOA

Increases in all programs from PY 20-21, although there was a significant decrease in funds from the prior PY.

WFNJ



33% increase in TANF and GA/SNAP funding.

Currently exploring program options that will improve service delivery and engagement of WFNJ clients when mandatory participation is reinstated.

Cape May

WIOA

Almost 12% reduction in funding following a 24% increase in the prior year. Requests for Proposals will be released for new programs for disadvantaged Adults and Youth.

WFNJ

Over 33% increase in TANF and GA/SNAP funding. Funding will support staff and program costs. A new CWA Case Manager with an MSW has been hired to replace a Case Manager that resigned in December. The Case Management Supervisor, Administrative Supervisor of Social Work, and the Case Management staff are discussing any services that can be provided outside of the work activity requirement until the requirement is reinstated.

The responsibility for providing CWEP, Job Searches, etc. is transitioning from a contract with a private non-profit to the CMC One-Stop as per a directive from the NJ DOL. The transition date is expected to be January 1, 2022. Meetings will begin next week 7/13/21 with the One-Stop staff to discuss the new referral process. The non-profit has been providing these services in Cape May County since the early 90s so this is a major change for Case Management and our local One-Stop staff.

The CMC One-Stop, DOL, and the CMC CWA are now currently housed in the same complex which will streamline services even more than anticipated.

Allison requested a motion. Erich Florentine made a motion to approve the preliminary budget, second by Hugh McCaffrey. Kathy Lockbaum abstained.

VI. WDB Evaluation

***ACTION ITEM* – Approval of PY20-21 WBD Evaluation**

Allison: WDB is required to do an evaluation of our system each year and document the process to include it in the annual report. Based on committee meetings and WDB meetings, one of the things that was identified to evaluate was procedures for outreach- specifically for adult and dislocated workers and youth. During Youth Council Meetings, it became very evident of the challenges to reach the students.

We have identified a pilot project that will begin in Cumberland and determining on success, expand it to Salem and Cape May. A contract has been awarded to a vendor to provide recruitment and outreach services to the youth. This will be a performance based contract. This is an added layer of connection to



the youth in hopes that it will help increase level of service in youth programs which were under-served in the last year.

Adult and dislocated workers and job seekers can now access a work smart app that will allow employees to outreach without staff having to communicate with personal contact information. Currently working out any bugs with this app.

A Facebook and Twitter page will be made for WDB that will be managed and updated.

Ed Geletka made a motion to approve the PY20 WBD Evaluation, second by Lou Joyce. All in favor, motion carried.

VII. Old/New Business

Erich Florentine is retiring.

VIII. Adjournment

Allison requested a motion to adjourn the meeting. The motion was made by Erich Florentine, Second by Ed Geletka. The meeting adjourned at 12:42 p.m.