



Meeting of the Cumberland Salem Cape May Workforce Development Board
MS Teams Meeting
November 4, 2021 – 12:00 p.m.

DRAFT MINUTES

A meeting of the Cumberland Salem Cape May Workforce Development Board was held Thursday, November 4, 2021 via Teams due to COVID-19. Those in attendance were:

Workforce Development Board Members:

Andrew Bulakowski, Cheryl Golden, Dawn Hunter, Donna Groome, Kathy Lockbaum, Leslie Gimeno, Louis Joyce, Tom Wysocki, Vicki Clark, Denise Beckson, Thomas Halligan, Kathy Lockbaum, Ed Geletka, Bert Lopez, Nancy Hudanich, Elizabeth Reed, Taylor Sherwood, Dawn Hunter, Lou Joyce, Cheryl Golden, Melissa Niles

Staff:

Allison Spinelli, Cindy Angelo, Zary Irurita

Guest:

Ed Ramsey

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 July 8, 2020 meeting. Nancy H. made the motion, Second by Lou Joyce. All in favor, minutes approved. Motion carried.

II. Budget

ACTION ITEM – Approval of budget

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.

Bert requested a motion to approve the budget. Ed Geletka made a motion, Dawn Hunter seconded. All in favor, budget approved.

III. Annual Report

***ACTION ITEM* – Approval of annual report**

Allison discussed PY 20-21 WIOA Performance Measures, Financial Status Report, and WDB Evaluation Report which conducted an evaluation of the effect of enrollment levels for various programs to determine the need to modify outreach and recruitment procedures.

Bert requested a motion to approve the annual report. Cheryl Golden made the motion, second by Lou Joyce. All in favor, approved.

IV. Topics for PY 21-22 Evaluation

Allison discussed that each year in the annual report, an evaluation is required. The requirements include systematic improvements. This will be a topic at the upcoming Planning & Oversight Committee meetings as well as WDB meetings.

V. NJDOL: Staff Return to One Stops

Betsy Reed reported staff were reported back, October 18th. Staff are seeing customers in-person by appointment only. The state purchases an appointment scheduler which is the same program the DMV uses. The only difference is customers cannot make their own appointments, they have to call and speak to a staff member. This is to control the volume



of customers that come in the building. Phones and computers are still not available. No date set of opening full-time.

VI. Adjournment

Bert requested a motion to adjourn the meeting. The motion was made by Ed Geletka. The meeting adjourned at 12:44 p.m.