



2 South Main Street 2<sup>nd</sup> Floor Pleasantville, NJ 08232  
Telephone: 609.485.0153 Fax: 609.485.0067

**Workforce Development Full Board Minutes  
June 6, 2023**

**Attendance:** Riaz Rajput (Chair), Fran Kuhn, John, Fata, Dan Kelly, Joe Calio, Michael Chait, Karen McCormick (Proxy B. Gaba) , Candace Titanski, Phillip Guenther, Alan Beatty, Maryann McGhee , Dan Brown, James Drew, Mark Ford, Greg Freelon, Pat Constantino, Tim Kreischer , Steven Stokes, Jon Schleifer, Paul McClellan, Dan Kelly, Dan Konczyk, Max Slusher, Forrest Gilmore, Thomas Jennings, Nandini Singh, Elaine Hawkes, Sandra Foyil,

**Absent:** Lillian Smith, Neal Bellinger, Roy Foster, Michael Pompei, Kelly DeCurtis, Parina Desai  
Geoffrey Dorsey

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The meeting was called to order by the Chair Raiz Rajput at 9:05 am at the Café located at the Atlantic County Institute of Technology. Mr. Rajput thanked Board member Guenther for the excellent service and location.

The Chair requested a motion to approve the March minutes. Motion from Mr. Kreischer and a second from Mr. Freelon. There was no discussion. Minutes were approved. No questions during the public comment period.

Mr. Fata provided the financial report please see attached. Financial report included total expenditures for PY 22 through April of 2023. Report discussed contracts and expenditures for current year. Mr. Fata reviewed the fiscal activity for competitive contracts, occupational training contracts and work-based learning/OJT contracts. Additionally, Mr. Fata explained that normally the board would be submitting the new budget, however, the agency has yet to receive its allocations for several of the funding categories.

The Chair requested a motion to approve the financial report, motion by Mr. Chait second by Mr. Freelon, the motion passes. All reports were reviewed no questions from membership

The Chairman's Report: Mr. Rajput has been working as the Chairman for the past seven years. The Board acknowledged him, and Mr. Kuhn presented him with a plaque of appreciation. Mr. Kuhn thanked Mr. Rajput for over ten years of service, reliability and being a responsible leader of the board.

Introduction of New members: Elaine Hawkes and Sandra Foyil were welcomed by the Full Board. The new slate of officers for the board were introduced; The new officers are as follows:

Jim Drew- Chair

Maryann McGhee- Vice Chair

Michael Pompei- Secretary/Treasurer



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**Executive Director's Report:** Mr. Kuhn reported on the governance policies that have been placed on the ACWDB web site as required by the state. The review of the list provided by the state was extensive and the ACWDB has satisfied most of the requirements to date.

Mr. Kuhn discussed contracts and MOU's: the ACWDB is working with Barbara Kozek from Atlantic Cape Community College and the Family Success Centers, on an interlocal agreement that will provide ESL and GED services to new customers.

Mr. Kuhn updated the members of the progress on the RFP for Career Services and One Stop Operations. The RFP is not complete but is anticipated to be completed by an August release date.

Mr. Kuhn updated the members on the community engagement plan to work with the Hispanic Alliance, the Bangladesh Community and is planning on scheduling a meeting with the faith community with the assistance of our newest member, Elaine Hawkes.

WIOA Funding Targeted Outreach: Mr. Kuhn is still working on confirming if funds can be used for advertisement . To date we are not allowed to use the funding for commercials or flyers.

Anchors for Equity Research in Action Lab: Mr. Kuhn shared that we have been approved to work with a team from the Philadelphia Federal Reserve to conduct research on the current and future workforce and economic development in Atlantic County. The first meeting was scheduled for May at Stockton University, Atlantic City Campus.

Mr. Kuhn confirmed a purchase (\$3,400) for the YouScience aptitude assessment. This is an aptitude program that will be used for all customers receiving services at the One Stop. Mr. Chait highly recommends using this program, as he has seen the results from high school students.

Performance Update: Mr. Kuhn provided a performance update that placed all performance benchmarks at or above required levels in all areas. He expressed satisfaction with current outcomes and commended the hard work and competency of all One Stop staff.

**Literacy Report:** The Chair P. Constantino provide her report that included an update on the GED testing. The discussion focused on the Pearson Vue requirement for testing and the cost of additional equipment to prepare on site testing. Finally, she concluded the Atlantic Cape Community College's program, created by the Governor, to attract more students to college by reducing or eliminating the cost of tuition.

**Disability Committee:** The report was provided by Mr. Kreischer. He discussed the Stop the Stigma campaign and the attempt to connect members of the disabled population to work in the casino with the assistance of the unions. He wants to find a funding source to cover the cost of a video for the campaign.

**Youth Report:** Mr. Freelon, Youth Investment Council Chair, reported the committee has moved the meeting time to 4:00pm in order to accommodate the youth membership. He welcomed three youth



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members to committee as required by policy created by the State Employment and Training Commission (SETC). He reported on the youth garden project that he is working on with the youth of the Boys and Girls Club and the success of the program. He briefly added the small cohort that he is working with at IDEAL Institute of Technology. He discussed the summer program numbers that include youth with the Atlantic City Leaders in Training (LIT) Program. The SYEP numbers were anticipated to include 100 from LIT and 100 students from the Youth Works Department, with C. Torres Supervising the entire program.

**Healthcare Report:** Mr. Beatty provided his report suggesting that we should locate a fund that will provide healthcare navigators that would be talking about various roles independent of any one organization, advocating for the jobs that are out in the field. Respiratory therapist and medical assistant jobs are still difficult to fill.

**One Stop Oversight Committee:** Mr. Kuhn's update included information from the Executive reports.

**Business Development :** The Chair, Mr. Slusher provided an update on the employment numbers and how baby boomers are not staying in this area after college. No plan made to require people to return to work and that poses a problem with the employment numbers in Atlantic County.

**Old Business: NONE**

**New Business:** There were two resolutions: Resolution #3 of 2023 and Resolution #4 of 2023.

A motion to approve the Resolution#3 to approve the two-year local strategic plan was requested by the Chair, Mr. Rajput, motioned by Mr. Freelon second by Mr. Foster, with no further discussion on the plan, the motion passes.

Resolution #4 to provide use of the GED funds for incentive payments of \$50 per group member, for planned research-based focus groups, requested by the Chair, motioned by Mr. Guenther , second by Mr. Chait, motion passes.

Mr. Rajput requested a motion to adjourn, motion by Mr. Drew second by Mr. Foster.

Meeting concluded at 10:30am.

**Next meeting September 12, 2023**

Submitted by,  
Sherrise A. Moten  
Contract Administrator, Board Liaison



ATLANTIC COUNTY  
**WDB**  
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