



2 South Main Street 2<sup>nd</sup> Floor Pleasantville, NJ 08232  
 Telephone: 609.485.0153 Fax: 609.484.0067

**ACWDB Full Board Minutes**

December 14,2023

**Attendance :** Jim Drew Chair, Fran Kuhn, Alan Beatty ,Bob Frankin( Proxy for Dan Brown), Michael Chait, Kelly DeCurtis, Parina Desai, Geoffrey Dorsey, Mark Ford, Roy Foster, Greg Freelon, Sherwood Taylor (Proxy for Dr. B. Gaba), Forrest Gilmore, Phil Guenther, Elaine Hawkes, Dan Kelly, Dan Konczyk, Tim Kriescher, Paul McClellan, Maryann McGhee, Michael Pompei, Riaz Rajput, Romeo Ruddock, Nandini Singh, Max Slusher, Candace Titanski, Charles Wallace, John Schleifer

**Absent:** Joe Cali, Neal Bellinger, Sandra Foyil, Thomas Jennings, Dennis Lennon, Michelle Soreth

The meeting was called to order at 9:10am by the Chair Jim Drew. After a brief discussion he requested a motion to accept the minutes from the September 15th meeting. Motion by Alan Beatty second by Dan Kelly, the motion passes.

Mr. Drew introduced Mr. Fata, Fiscal Supervisor to present the financial report. He explained the contract is contingent upon what is awarded, not actual expenditures. Mr. Kuhn explained how Stockton’s contract reflects a zero balance to date and the delay in payments are due to the bureaucracy at Stockton. Mr. Kuhn discussed the One Stop Operator contract and how next quarter ACWDB will be able to see the financial impact on the budget. He described his concerns on the PY22 funds and anticipated that all WIOA Title I funds would be spent down by end of March. He continued stating how the ACWDB may have to return WFNJ funds as they are only one year funding and there are numerous restrictions as to how those funds can be spent. WFNJ is a one-year funding source with the TANF guidelines still not changing to enforce sanctions. This will dictate how much will be returned , it was estimated to be in excess of \$1 million. Mr. Kuhn informed the committee that the Innovative Service Grant from the State is still pending, with the award date proposed for late February in the amount of 1

**ATLANTIC COUNTY WORKFORCE DEVELOPMENT BOARD  
 SCHEDULE OF WDB FINANCIAL TEMPLATE  
 PROGRAM YEAR 2023 - (JULY 1, 2023 - JUNE 30, 2024)**

<b>ATLANTIC WDB BUDGET SUMMARY</b>			
<i>Grant Period: 7/01/23 - 6/30/24</i>			
<i>Report Period: 7/01/23 - 10/30/23</i>			
<b>LOCAL AREA Bud/Exps</b>			
<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>	<b>YTD %</b>
11,007,699	2,149,863	8,857,836	20%
<b>WDB Bud/Exps</b>			
<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>	<b>YTD %</b>
467,772	82,727	385,045	18%
<b>OSO Bud/Exps</b>			
<b>BUDGET</b>	<b>EXPENSES</b>	<b>BALANCE</b>	<b>YTD %</b>
10,539,927	2,067,136	8,472,791	20%



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million. The Chair requested a motion to accept the Financial Report, motion by Mr. McClellan second by Mr. Slusher, motion passes.

**The Chairman's Report:** He began welcomed the new members. He commented on the Summer Program being very successful and thank you the efforts of the staff. He thanked the Board members, committee Chairs and staff in their efforts through the year. He planned to present retiree Pat Constantino a plaque for years of community service. She did not attend the meeting. It will be scheduled for the next Board meeting in 2024.

**The Executive Director Report:** Mr. Kuhn updated the committee on the governance process as required by the state. He would attend a meeting to discuss findings relative to the governance policy except for the Ine Stop Operator/ Career Services RFP. Mr. Kuhn believes the ACWDB has meet every other guidelines as per the state compliance. More to follow. The local regional Plan need to have some clarification on data and the population of the area. The Local and Regional Plans were re-submitted, no update from the state. Mr. Kuhn is working of the Workforce Development Certification.

Mr. Kuhn explained the MOU/IFA agreement and the relationship with Title I funding source. Mr. Kuhn stated the team is working on shared services and dual enrollment as required by the state. The state would like to see how the services (programmatic process) are being provided. The deadline pending, extension might already be in place. Mr. Kuhn is looking for opportunities to roll out new RFP's using the WFNJ funding, this includes providing door-to-door transportation assistance, and trauma informed care. ACWDB can fund a lot of programming. Mr. Kuhn would like to spend down WFNJ funds with new programs.

Mr. Kuhn discussed Stockton's reluctance to collaborate with the Philadelphia Federal Reserve's ANCHOR program to conduct a research project. Stockton wants to publish their project and felt that they had invested the time and effort in getting it through the Independent Review Board process. ACWDB created a focus group with the help of Jim Waters FCD unit, to evaluate the motivation behind why public assistance customers move toward or away from gainful employment. In order to attract public assistance customers, willing participants received a stipend of \$50 each. The ANCHOR will create something else, stated Mr. Kuhn. He shared the workforce development performance numbers and how well the ACWDB has done in the last quarter. He thanked Ms. Moten for her efforts to complete the Annual Report as required at the end of the program year. He concluded by thanking Ms. Hawkes and her radio station WEHA for allowing ACWDB to speak once a month to share information with the community for free.

**Business Development:** Report provided by Mr. Slusher. The meeting dates were confirmed since this committee meets more often than any other committee. Mr. Slusher discussed the Longport media digital package. He discussed having a pilot project for advertisement and reaching out to the state for approval. The state is pushing registered apprenticeship programs. The ACWDB is writing a letter of support for the GAINS grant for Atlantic care. He concluded with the importance of having a business connection in the high schools and working on that with ACEA.

**Disability Committee:** Mr. Kreisler reported that the committee welcomed a new member from the Arc of Cape May. He shared information about the unions and how they have been working together to resolve the issues surrounding hiring workers with disabilities. He spoke with Donna DiCaprio of the union; further discussions will be had. Providing special hours and other accommodations would be a



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must. He discussed the partnership with the center for Independent Living and the effort to work on a media campaign. Also of note was the effort to work with ACIT and complete the project with Mr. Guenther's assistance.

**Healthcare Committee:** Reported by Mr. Beatty- the numbers have not changed for LPN's and medical assistant. This county has continued to see the shortages in staff at AtlantiCare as well. Mr. Kuhn reported Dennis Lennon's application for engaging in work-based learning has been completed. Mr. Beatty confirmed that he will be stepping back from his duties with Shore Medical but will continue working with this committee for 2024. He will report any changes from Shore Medical as they arise.

**Literacy Committee:** Ms. Singh reported to the committee. Thanking everyone for the opportunity to serve as a Chair for the first time. She requested more information on duties and expectations for the committee. She provided the Learning Link numbers and the GED numbers provided by ACCC.

**Fiscal / Membership Committee:** Reported by Mr. Konczyk that the membership numbers reflect two vacancies and two pending applications. Atlantic County currently has 36 seats for the ACWDB. We are working to replace Neal Bellinger with someone that is willing to participate. He would like to see more participation with the high school and increase enrollment numbers with the youth in the community.

**One Stop Oversight Committee:** Mr. Kuhn provided this report, due to Mr. Ford not being present at the last quarterly meeting. All issues discussed previously.

**Youth Investment Council** Report Provided by the Chair, Mr. Freelon. Mr. Freelon added an update with Care SPARC and their Sustainable Health and Wellness Village event and working with the community garden to share healthy food. He discussed his partnership with the Boys and Girls Club and the current transition with the youth and the Club. They have a new CEO Dr. Charles Wallace and how he is still making changes to the Club. He stated ACWDB will be applying for funding for the Summer Youth Employment Program. The Plan is to work with the LIT Program again. Mr. Freelon wanted increase youth participation during the YIC meetings. He is still working on that. Mr. Freelon closed with continuing his efforts with IDEAL on special projects.

**New Business:** Mr. Kuhn discussed the ALICE income eligible guidelines and expanding the agency's reach further out into the community. ACWDB can service more families and single individuals using the new income guidelines. Mr. Kuhn stated that he is working with the state DOL will allow funding to hire a consultant to create a strategy for marketing and outreach using WIOA funds. He will reach out to his colleagues to collect possible names of companies. He confirmed receiving a name from Mr. Chait from the AC Chamber. He discussed the Resolution # 6 2023 Amending Language Related to WIOA Title I Adult Eligibility Income Guidelines Associated with Priority of Service. He requested a motion, Motion by Mr. Taylor seconded by Mr. Foster, motion passes.

Mr. Rajput added that we need to invite more of the public to the meetings and to stress in person attendance in the future.

The Chair requested a motion to adjourn, motion by Mr. McClellan, second by Mr. Guenther, motion passes.

Next meeting March 2024

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