



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

March 21<sup>st</sup>, 2023

**Attendance:** Riaz Rajput (Chair), Fran Kuhn, John, Fata, Dan Kelly, Joe Calio, , Michael Chait, Jean McAllister, Sherwood Taylor(Proxy B. Gaba) , Candace Titanski, Phillip Guenther, Kelly DeCurtis, Parina Desai, Alan Beatty, Maryann McGhee , Dan Brown, James Drew, Geoffrey Dorsey, Mark Ford, Greg Freelon, Pat Constantino, Tim Kreischer , Steven Stokes, Anton Koros (Proxy for Jon Schleifer), Lisa Martinez (Proxy for McClellan), Dan Kelly, Dr L. Kahanov, Dan Konczyk, Max Slusher, Forrest Gilmore, Thomas Jennings, Michael Pompei,

**Absent:** Lillian Smith, Neal Bellinger ,Nandini Singh, Roy Foster, Sandra Foyil,

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The Meeting came to order by the Chair Mr. Rajput at 9:10am. He requested a motion to approve the December minutes. Motion by Mr. Drew second by Ms. McGhee, motion passes with one abstention by Mr. Koros (FAA).

**A.** The current financial report was submitted by Mr. Fata, Fiscal Officer. Please review the budget attached to the end of this report.

The Chair introduced our newly appointment members, Sandra Foyil-Seaview Resort, Michelle Soreth-Hard Rock Casino, Michael Chait- Greater Atlantic City Chamber.

**B.** Nomination for officers for the following positions, Chair, Vice Chair and Secretary/Treasurer were distributed to the members. Several forms were returned in person. The members will receive the results at the June 6<sup>th</sup> meeting.

**Executive report:** Mr. Kuhn has completed the Local Plan and the Regional Plan has been completed by the South Jersey Workforce Collaborative. Both plans have been placed on the Board's web site and forwarded to all Board members, electronically emailed to all partners, and forwarded to ACWDB staff for review and comment.

Mr. Kuhn reported on the governance policies 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 we have satisfied most of the requirements to date. Resolution @1 of 2023 was introduced to extend the current MOU/IFA until the end of December 2023. The resolution was approved by the entire Board during the meeting. The new MOU/IFA must be completed and approved prior to January 2024.

Mr. Kuhn updated the members of the RFP for Career Services and the One Stop Operator's first draft is not complete. He is still working with Mike Rennick, a consultant with ACEA.

**C.** Contracts and MOU's: The ACWDB is working with Barbara Kozek from Atlantic Cape and the Family Success Centers, to complete the interlocal agreement for literacy services at the Family Success Center locations. They provide ESL and GED services to customers that meet the low-moderate income criteria.



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ACWDB is preparing several RFP's for WFNJ and Out of School Youth and preparing for a Renewal Contract with, In School Youth vendors, ACSSSD, and Atlantic City Boys and Girls Club.

**D. Summer Youth Award:** Mr. Kuhn reported ACWDB submitted the application prior to the deadline. Total award is \$682,000. The plan is to work along with The LIT Program of Atlantic City to service approximately 200 young adults and youth. Mr. Kuhn plans to expand enrollment to include as many youth and young adults as possible.

**E. Work-based Learning:** Mr. Kuhn discussed an increase from four to seven OJT contracts 1) Ocean Casino 2) Resdale 3) New Standard of Living 4) Touching Hearts 5).A Belle Salon to just name a few. Six total apprentice contracts and the increase in applications for the Low-Income Families with Dependent Children to 45. He reported one person actually receiving one of three potential checks in the amount of \$1,000. The program is still accepting applications.

**F. Community Engagement:** Mr. Kuhn and the Job Developers have been attending several community events in Atlantic County to increase awareness of the services we offer here at the One Stop.

**G. WIOA Funding Targeted Outreach:** Following approval from the internal audit unit of NJDOL, the agency initiated a marketing campaign to recruit table game dealers for several casinos. Prior to this year, the agency understood that WIOA funding could not be used for marketing, however, recent clarifications have given the agency permission to market for targeted training needs.

**H. Performance Update:** Mr. Kuhn provided the members with the state report highlighting how the ACWDB is currently performing in relation to the state performance requirements. In the summary chart the skills gain increase due to the employees follow-up with customers. The Adult Dislocated Worker in the 2<sup>nd</sup> quarter numbers reflected 133.58%, the WDB outperformed the state's requirement, and the Youth were under performing in the measurable skills category at 18.66%, but Mr. Kuhn felt that this was more of a data entry problem than a lack of skill gains for the youth.

### Committee Reports:

**Business Development Committee:** Max Slusher Chair, reported that his meeting was held on February 10<sup>th</sup>. He reported the appointment of Fran Kuhn as the Chair of the Workforce Development Committee for ACEA. They meet every six months. Mr. Kuhn updated the committee on the meeting at Stockton that discussed several topics: 1. Customer services discrepancy and time management. Some employers thought work and training was most important. Mr. Kuhn concluded that employers would have difficulty acquiring J-1 workers will be a challenge in the summer due to inability to find housing.

**Executive Committee:** Conducted their quarterly meeting on February 8, 2023.

**Disability Committee:** Tim Kreischer reported that the meeting will be held on March 15<sup>th</sup>. Mr. Kuhn added that Michele Soreth from Hard Rock will be joining the committee. Mr. Kreischer discussed "Stop



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the Stigma” campaign presented by Nina Stolzenberg from Jewish Family Services in committee. This campaign has been considered by the committee and will be shared with all internal teams.

**Healthcare:** Alan Beatty Chair reported no meeting on February 7<sup>th</sup>. He shared that Shore Memorial housed a job fair and the attendance was great. Looking to create a resource fair in the future.

**Literacy Committee:** Pat Constantino, Chair reported the Literacy meeting was held on Friday February 10<sup>th</sup> 2:30pm. She reported that literacy activity levels are still reduced because of remaining Covid restrictions, however, there is discussion regarding the expansion of the number of test takers. Also stated that concerns had been raised about the HiSet high school equivalency exam, but everything seems to be ok to continue. Mr. Kuhn reported the George McDonnell is transitioning to a new opportunity with the County Parks Department at the end of the month.

**Membership:** Mr. Kuhn discussed the merging of the membership committee and developing a financial committee. This will be placed on the agenda for March ,the first reading then again in June for the second reading. Mr. Kuhn reported that Stephanie Koch ( Boys and Girls Club Executive) resigned her membership. We have two application, Sandra Foyil (Seaview Country Club) and Michael Chait’s (Greater A.C. Chamber of Commerce) application approved.

**Oversight Committee:** Mark Ford, Chair was not in attendance. Mr. Kuhn’s update included information on the One Stop summer hours pending approval (8:30am to 6:00pm). The shortage of dealers in Atlantic City and the partnership with T-Byrd Computers with an approval for in-demand training. He reported that USDOL’s Office of Apprenticeship conducted a site visit which resulted in a plan to extend the certification as a sponsor and intermediary. The Interlocal update with Atlantic Cape, WFNJ contract with IDEAL and SYEP with LIT of Atlantic City were all reviewed.

**Youth Investment Council:** Greg Freelon Chair, reported that the YIC meeting will be in March. He expressed an interest in sharing his continuing education experience. He is working with the Boys and Girls Club (Dr.Holmes) with the Heritage Gardening program. Mr. Freelon will speak with the youth at the club for young adult members to participate as part of the Youth Investment Council. A new start time for the YIC meeting has been approved. (4:00pm)

Mr. Kuhn requested a motion to adjourn the meeting. Motion by Mr. Ford second by Ms. McGhee.

Next Meeting June 6<sup>th</sup> ACIT, Mays Landing.

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



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**SCHEDULE OF WDB FINANCIAL TEMPLATE**

**PROGRAM YEAR 2021 - (JULY 1, 2022 - JUNE 30, 2023)**

**Month Ending** February 28, 2023

<b>ATLANTIC WDB BUDGET SUMMARY</b>			
<i>Grant Period: 7/01/22 - 6/30/23</i> <i>Report Period: 1/01/23 – 3/28/30/23</i>			
<b>LOCAL AREA Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %
9,679,001	3,916,079	5,762,922	40%
<b>WDB Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %
467,772	173,339	294,433	37%
<b>OSO Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %
9,211,229	3,742,740	5,468,489	41%

<b>ATLANTIC WDB REVENUE SUMMARY</b>			
<b>WIOA</b>			
WIOA - Adult		1,383,379	
WIOA - Youth		1,488,727	
WIOA - Dislocated Worker		776,696	
WIOA - Prior Year Carry-In		2,066,023	
<i>WIOA Sub-total</i>			5,714,825



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<b>WFNJ</b>		
WFNJ - TANF	3,741,519	
WFNJ - GA/SNAP	<u>1,194,061</u>	
<i>WFNJ Sub-total</i>		4,935,580
<b>WLL</b>		
WLL - Direct Allocation	<u>30,000</u>	
<i>WLL Sub-total</i>		30,000
<b>NJYC</b>		
NJYC - State Appropriation	159,566	
NJYC - TANF	41,178	
NJYC - WIOA Discretionary	<u>163,256</u>	
<i>NJYC Sub-total</i>		364,000
<b>Other</b>		
Urban Gateway Program	0	
Summer Youth Program (SYEP)	682,000	
WIOA OJT-Dislocated Worker	0	
Atlantic City Electric Company	<u>1,470,000</u>	
<i>Other Sub-total</i>		<u>2,152,000</u>
<i>WDB Revenue Total</i>		<b>12,002,344</b> =====