



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

## Executive Committee Minutes February 8, 2023

**Attendance :** Fran Kuhn, , John Fata, Sherrise A. Moten, Riaz Rajput, Pat Constantino,  
Max Slusher, Alan , Beatty, Jim Drew ,Tim Kreischer, Greg Freelon

**Absent:** Mark Ford

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The meeting came to order at 9:05am by the Chair Mr. Rajput. Mr. Kuhn requested to table the motion to accept the minutes from the November 30,2022 meeting. No objections, tabled. The Chairman requested the financial report from Mr. Fata.

Mr. Fata provided the financial report with the schedule of budget/expenditures which are attached to this report. The PY21 and PY22 financials were included and the expenditures of WFNJ were discussed. Alan B. questioned vendors begin removed from the report and what that process looks like. Please see the end of this report for the attachment. Mr. Rajput requested a motion to accept the financial report, motion by Alan B. second by Pat C., after hearing a few questions on page six of the report. the motion passes.

The Chairman's report included a statement about the long term and short-term plans for the One Stop Operator/Career Services RFP. Mr. Kuhn's response was that the WDB is ahead of the process, and he will report back after the meeting with the County Administrator.

Executive Director's report included information on the replacement of units within the county, firewalls and how that would look. He continue on with stating that the meeting will not provide any information to the County to eliminate any biases. He stated the discussion will include two viable options 1. Human Services Department 2. Depart, Integrated Services. Mr. Kuhn explained the Local Plan and the press the WDB is having and how it is due in mid-March. This does not include the 30-day review period. He will have a discussion with SETC to make sure we meet the deadline.

Mr. Kuhn update included the RFP for Transitional jobs had no response form the public. He would like to discuss a possible partnership with Atlantic Cape to provide these specific services for a population of customers on public assistance for the past four years.

Mr. Kuhn had a meeting with Barbara Kozek that included a representative from the Family Investment Centers. The plan is to provide services for ESL and GED prep classes to customers that meet the low-moderate income criteria.

Mr. Kuhn reported the Summer Youth Employment Grant application has been submitted prior to the deadline. Atlantic City Electric hosted a graduation with over 200 in attendance. This



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cohort had 26 youth with 11 passing and all in attendance receiving an offer of employment. Mr. Kuhn stated a line school is pending, instructed by Atlantic Cape College in April 2023.

### ***The Committee Reports:***

***Business Development Committee:*** Max Slusher Chair, reported that his meeting will be February 10<sup>th</sup>. His only report was the appointment of Fran Kuhn as the Chair of the Labor Force Committee. 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. Most of the employers thought work and training was most important. Atlantic Cape was in attendance among others. Mr. Kuhn concluded with J-1 workers will be a challenge in the summer. Several questions regarding expungement, low level marijuana crimes, and soft skills discussions.

***Literacy Committee:*** Pat Constantino, Chair began her report with stating automatic expungement has taken place. Individuals did not have to make application. She reported the Literacy meeting will be held on Friday February 10<sup>th</sup> 2:30pm. Mr. Kuhn reported the George McDonnell is transitioning to a new opportunity with the County Parks Department at the end of the month.

***Membership:*** Mark Ford Chair was not in attendance. 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 applications, Stephanie Foyil (Seaview Country Club) and Michael Chait's (A.C. Chamber of Commerce) applications are pending.

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

***Healthcare:*** Alan Beatty Chair reported no meeting on February 7<sup>th</sup>. He shared that Shore Memorial hosted a job fair and the attendance was great.

***Oversight Committee:*** Mr. Kuhn reported the performance numbers and @13358%, the WDB outperformed the state's requirement, and the Youth were under performing in the measurable skills category at 18.66%. He reported the job developers have been working on work-based learning obtaining four contracts, six apprentice and incumbent worker contracts. The Working Low Income Families with Dependent Children program currently has 45 applications. The contract update included WFNJ contract with IDEAL. The SYEP will include a partnership with the Atlantic City LIT Program. The One Stop Career Service RFP will only include 14 employees not the 42 reported previously. Finally, he reported the Interlocal Agreement with Atlantic Cape, and the Family Success Center is pending.



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**Youth Investment Council:** Greg Freelon Chair, reported that the YIC meeting will be in March. He wanted to express 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 participation on the Board. New start time for the YIC meeting will be 4pm.

Mr. Kuhn concluded the meeting with stating that a MOU/IFA will be presented to the Full Board on March 21st . This will be a formal resolution.

The Chair called for an adjournment at 10:00am. Motion by Alan B. second by Pat C. Meeting concluded at 10:35am.

Mr. Fata provided the financial report with the schedule of budget/expenditures as follows:

<b>ATLANTIC COUNTY WORKFORCE DEVELOPMENT BOARD</b>				
<b>SCHEDULE OF WDB FINANCIAL TEMPLATE</b>				
<b>PROGRAM YEAR 2021 - (JULY 1, 2021 - JUNE 30, 2023)</b>				
<b>ATLANTIC WDB BUDGET SUMMARY</b>				
	<i>Grant Period: 7/01/21 - 6/30/23</i>			
	<i>Report Period: Month Ending January</i>			
	<b>LOCAL AREA Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %	
9,679,001	3,242,496	6,436,505	34%	
	<b>WDB Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %	
467,772	146,053	321,719	31%	
	<b>OSO Bud/Exps</b>			
BUDGET	EXPENSES	BALANCE	YTD %	
9,211,229	3,096,443	6,114,786	34%	
<b>ATLANTIC WDB REVENUE SUMMARY</b>				
	<i>Grant Period: 7/01/21 - 6/30/23</i>			



**ATLANTIC COUNTY**  
**W D B**  
 Workforce Development Board



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	<b>WIOA</b>			
	WIOA - Adult		1,365,915	
	WIOA - Youth		1,468,016	
	WIOA - Dislocated Worker		814,785	
	WIOA - Prior Year Carry-In		2,065,915	
	<b>WIOA Sub-total</b>			5,714,631
	<b>WFNJ</b>			
	WFNJ - TANF		2,397,458	
	WFNJ - GA/SNAP		1,189,061	
	<b>WFNJ Sub-total</b>			3,741,519
	<b>WLL</b>			
	WLL - Direct Allocation		30,000	
	<b>WLL Sub-total</b>			30,000
	<b>NJYC</b>			
	NJYC - State Appropriation		159,566	
	NJYC - TANF		41,178	
	NJYC - WIOA Discretionary		163,256	
	<b>NJYC Sub-total</b>			364,000
	<b>Other</b>			
	Urban Gateway Program		0	
	Summer Youth Program (SYEP)		0	
	WIOA OJT-Dislocated Worker		0	
	Atlantic City Electric Funding Agreement		1,470,000	
	<b>Other Sub-total</b>			1,470,000
	<b>WDB Revenue Total</b>			11,320,344
				=====

Next meeting May 10, 2023

Respectfully submitted by,  
 Sherrise A. Moten  
 Contract Administrator/ Board Liaison



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