

## **Burlington County Workforce Development Board (WDB) Minutes**

**Location: Virtual Meeting (Zoom)**

**Friday, October 15, 2021**

### **Attendees:**

Jon Sharp (Chair) - HIG (VM)  
Anna Payanzo Cotton - RCBC/WDI (NVM)  
Byron Blum - SMWI Local #19 (VM)  
Kelly West - WDB/AJC, Director  
Leslie Reis - CVS (VM)  
Rich Temple – Deborah Heart and Lung  
Shirla Simpson - Burlco Dept. of Human Services (VM)  
Stacey Smith - NJDVRS (VM)  
Yvonne Payton - NJDOL (VM)  
Kelly West - WDB, Director  
Zahirah Sabir - WDB, Staff  
Barbara Weir - WDB, Staff

VM= Voting Member

NVM= Non-voting Member

### **Call to Order [8:05AM] – Jon Sharp, Chair**

The Board Chair called the WDB meeting to order at 8:05 AM.

### **Reading of the Sunshine Law – Barbara Weir**

“This virtual meeting is being held in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 – 10:4-21. A public notice announcing this meeting has been posted in the Burlington County Times, the Burlington County website and the Burlington County Clerk’s office.”

Introduction of New Members

- Meredith Brown

### **Approving of Minutes – Jon Sharp**

Motion (to approve with changes): Rich

2nd: Leslie

Motion passed unanimously

### **Committee Updates**

#### Business Committee Engagement - Rich Temple

- Acknowledged staffing shortages in retrospect to fellow citizens fears of return to work, childcare issues, and logistics.
- Established a Workforce Development social media LinkedIn profile.
- Participating with Job Center for training opportunities.

- Participated with 40 employers with the job fair last month.
- Pending target trainings with the Workforce Innovation Center and inquiring about funding.

#### Youth Investment Council - Zahirah Sabir

- Revealing apprenticeships branching from entry level positions to the trades.
  - Associating funding for proposed apprenticeships.
- Launching an Adult Destination Career Fair.
  - October 26: Providing resources and tools for success within employment with reaching out to parents seeking guidance to the workforce.
- Releasing Aspire Youth to be vendor for Youth Investment.

#### Burlington County Workforce System Oversight – Barbara Weir

- Next meeting is October 26.
- A blast email will be delivered to discuss all matters with career coach and all virtual deliveries.

#### Adult Literacy - Anthony Phillips

- No Report

#### Approval of WIOA Stipend/Incentive Procedures – Kelly West

- Focusing on supportive services/incentives to participants who are in career or training activities.
  - Needs-related payments provide financial assistance to participants for a vivid purpose to participate in training and support services granted by WIOA.
  - Incentives are allocated for recognition of milestones for training.
  - Desired outcome is dedicated to helping participants be successful.

#### General Discussion/Questions/Announcements -General Membership

\*\*\*Virtual Voting ballots for WIOA Stipend/Incentives to be submitted by the end of 10/15.

Kelly West mentioned the State Development Unit promoting front line training as well as serving roles such as data elements, finances, programmer, and monitoring.

Anna Payanzo announced high school training entities and regional industry partnerships.

Stacey Smith announced October is Disability Awareness Month and an event being held pronounced Power by Inclusion on October 28.

Stacey Smith acknowledged and announced her end of the year reports with helping 83 new people and bringing in 350 new cases.

Barbara Weir announced the Return and Earn Incentive Program providing a \$500 incentive for unemployed workers reentering the workforce and receiving job training from businesses.

The State to report back in person October 18 offering services.

Meeting Adjourned: 9AM    Next Meeting: 2/4/2022