

MINUTES
Executive Committee Meeting
February 26, 2004

Present: Robert Santare - Champion Fasteners, Inc.
Mark Remsa - Economic Development & Regional Planning
Kelly West - Workforce Investment Board
Joseph Doney - Goodwill Industries of Southern New Jersey
Harold DeLaRoi - Board of Chosen Freeholders
Barbara Weir - Workforce Investment Board
Don Cook – Cittone Institute
Walter Rudder - Burlington County Institute of Technology

I. Reorganization of the Executive Committee

A letter will be sent to the Freeholders to reassign appointments to the Executive Committee.

II. Membership

Don Cook resigned from the Burlington County WIB effective as of this date. He has recommended Brian Santangelo from Cittone Institute as a possible replacement. We will be working toward reforming an active Marketing Committee. Dr. Rudder has agreed to head up the Marketing Committee if no other replacement could be found.

III. Consolidation Plan

- ✓ Kelly met with the SETC on February 11 to review their comments on the January 9th draft.
- ✓ She has revised the plan and is presently working on the Literacy Section. The next draft is due March 15th and will be placed on the website for review.
- ✓ Henry Plotkin has offered to have a consultant visit The Burlington County WIB.
- ✓ Kelly thanked Dr. Rudder for extending his facility in the past for the annual Adult Job Fair. Due to construction this spring, the facility will not be available. Another option may be to contact Burlington County Special Services to see if they can provide space. Another option may be to postpone the job fair until the fall.

IV. Business Resource Center

- ✓ Burlington County is one of ten counties in the state mandated to have a Business Resource Center up and running by July 1, 2004.
- ✓ The Business Resource Center will be located on the 3rd floor of the Human Services Facility to meet the mandate that it be located within the Comprehensive One-Stop facility.
- ✓ A certificate of occupancy should be received by August 13th and the center should be up and running by September 1st.

- ✓ A motion was made by Mark Remsa to follow the Governor's mandate to provide a Business Resource Center as part of the One-Stop Career Center, seconded by Joe Doney and unanimously accepted by the committee.
- ✓ The County Administration Office will be sending a letter to Burlington County College informing them that the High Street location for the Business Resource Center is no longer an option.

There being no further business, the meeting was adjourned at 9:00 AM. The next meeting is scheduled for Thursday, March 25 at 8:00 AM.

Respectfully submitted,
Eileen Holt