



New Jersey State Employment and Training Commission

Dennis M. Bone, *Chairman*

Chris Christie, *Governor*

State Employment and Training Commission (SETC) Meeting Minutes

November 10, 2015

10 am – 12 noon

NJ Law Center, New Brunswick

I. Welcome & Introductions

Chairman Dennis Bone called the meeting to order at 10:10 am and welcomed all members and guests. Roundtable introductions were initiated. Chairman Bone announced that in accordance with the Open Public Meetings Act, notice of this meeting was submitted to the Trenton Times and Star Ledger and was posted on the SETC website. The minutes from the October 9, 2015 meeting were introduced. Tapas Sen made a motion to approve the minutes; the motion was seconded by Dana Berry. The minutes were unanimously approved by voice vote. Chairman Bone then reviewed the agenda for the meeting.

II. Chairman's Report

Chairman Bone reviewed the meeting agenda and outlined the work to be done on the State Plan, which is due to the US Department of Labor (USDOL) on March 3, 2016. A consulting firm, Thomas P. Miller and Associates from Indianapolis, has been engaged to assist with the creation of the plan. Chairman Bone noted the recent compliance review letter provided from USDOL, which indicated concerns regarding LWD and SETC in a number of operational and policy areas, including local workforce development board compliance, local governance structure and accountability. These are not new issues, but this feedback highlights the areas that we will continue to focus on, to strengthen our system.

III. Policy Presentations: State Plan Adoption

a. Governance: NJ Regional Designations

Chairman Dennis Bone presented the proposed policy resolution #2015-04, New Jersey Regional Designations. The recommendation of the Governance Committee is the establishment of three (3) regions, North, Central and South, as outlined in the proposed policy. These regional designations were one of three options approved by the SETC in the *NJ Blueprint for Talent Development* in June 2015. Presentations of the three regional designation options (maps) were provided to various stakeholder groups, including a meeting with the New Jersey Association of Counties, followed by three regional meetings held with local board chairs, board directors, One-Stop Operators, and local elected officials in October 2015. The meetings were well-attended and excellent discussion was held on the regional options. Option 1, recommended in today's proposed resolution, received overwhelming support from all groups and will support wider labor market areas, economic development regions and partnerships already in existence in the three regions. Members discussed the populations to be served in each region, the need to ensure that education providers are available for each region, and the future opportunities for regional grants, especially from USDOL. Sally Nadler made a motion to approve the resolution; it was seconded by Betsy Garlatti and unanimously approved by voice vote.

b. SCALES Literacy Policy Recommendations

The proposed policy resolution concerning the adoption of College and Career Readiness Standards for Adult Education and Literacy (Title II) programs was held for future discussion. SETC member Marie Barry noted that the NJ Department of Education is currently working on its standards and gathering feedback; it was noted that additional time should be given to consider the NJDOE K-12 standards for language arts, literacy and math, before moving on with the policy for adult literacy and education standards.

Dr. Hal Beder, Acting Chair of SCALES, provided a PowerPoint presentation of the Council's literacy policy recommendations for New Jersey's public workforce system. Three key points included: 1) the need for curricula to support full career pathways, including low level learners; 2) coordinated services to overcome barriers to students moving from adult literacy services to post-secondary education; and 3) adult literacy teacher skill development and professional development for WIOA Title II programs. The floor was opened for comment; members recognized the opportunities for regional partnerships within the WIOA Title II programs, and greater coordination with the local workforce development boards. It was also suggested that career ready practices, and transitional strategies for students, be included in literacy staff development efforts. Marie Barry noted NJ Department of Education as a resource for literacy staff development; the K-12 system has moved forward in its professional development efforts, to incorporate literacy skills in all areas; that is, every teacher is considered a teacher of literacy. The proposed resolution, #2015-06, SCALES Policy Recommendations: Adult Basic Education – WIOA Title II Adult Education and Family Literacy Act, was reviewed. Members discussed the need for local plans and coordination with the local workforce board and the One-Stop system. Chairman Bone noted the critical need to create a system with integrated partnerships, transparency and accountability. Dan Frye recommended that services to the blind and vision-impaired should be included in consideration of these literacy issues. Finally, based on recommendation of the members, Chairman Bone proposed that the word "should" be changed to "must" in six instances in the proposed resolution, to strengthen the requirements of the resolution. Bob Wise made a motion to approve the resolution, with the amendments of "should" to "must", for inclusion in the state plan. The motion was seconded by Steve Hornik and the resolution was unanimously approved by voice vote. Chairman Bone thanked SCALES Chair Hal Beder and the council members for their diligent work to advance adult literacy in New Jersey.

IV. State Rehabilitation Councils

Alice Hunnicutt, Director of the LWD Division of Vocational Rehabilitation Services (DVRS) and Daniel Frye, Executive Director of the New Jersey Commission for the Blind and Visually Impaired presented an overview of New Jersey's two State Rehabilitation Councils (SRCs), focused on cused on Vocational Rehabilitation (VR) services for those who need assistance getting and keeping a job; the CBVI SRC governs those services to the blind and visually impaired. The Governor appoints members of both councils, and the SRCs are recognized as disabilities issues experts, whose members include a diverse range of disability groups and business representatives, a representative of the NJ Department of Education, and an SETC member, from all geographic areas of the state. The DVRS SRC is in accordance with Section 105, Title IV of WIOA and operates under NJ Executive Order 110; it serves all those with disabilities except those who have vision loss or are deaf/blind. The CBVI SRC has the same functions as the DVRS SRC but focuses on the specific needs of those who are blind and visually impaired. Both councils operate under the same statutory function and work to ensure competitive integrated employment outcomes for the populations they serve. The councils review customer satisfaction information and results of statewide needs assessments. The work of the SRCs focuses on Employment First efforts; New Jersey is an Employment First state and as such, the programs seek to gain competitive integrated employment for participants.

The work of these councils and these programs will be detailed in the State Plan; Mr. Frye provided an overview of the key objectives to be included in the plan. Ms. Hunnicutt and Mr. Frye indicated that the two SRCs could serve as disability policy advisory bodies for the SETC in future. Proposed resolutions concerning this opportunity and the implementation of Employment First efforts in New Jersey, will be drafted for the Commission's consideration at a future SETC meeting.

V. NJ Career Connections

Robert Grimmie, Executive Director of the LWD Center for Occupational Employment Information (COEI), provided a brief overview of the NJ Career Connections initiative. This is an outgrowth of the effort from the last State Plan, to "meet customers where they are". The website, jobs4jersey.com will be updated to an expanded digital platform for jobseekers and employers in early 2016; the new system will be mobile-friendly and will be continuously improved and upgraded over time. Training for state and local staff will be provided in this effort. In addition, the number of physical "front doors" for customers will be expanded to include partner sites at community colleges, libraries, community-based organizations and other partner locations. A key part of this initiative will be to ensure that all partners deliver consistent, quality services, and have the same workforce system messaging and information for customers. Mr. Grimmie noted that these partner sites will provide a select menu of services, while the full range of services will continue to be provided at the local One-Stops. A Notice of Grant Opportunity (NGO) will be issued in the coming months to fund library location pilots, spread across the New Jersey regions. LWD Assistant Commissioner of the Office of Research and Information, Jeff Stoller noted that this effort will serve a broader audience of customers with a wider scope of services. Chairman Bone invited Mr. Grimmie to present the new digital product to the Commission when it is ready in 2016.

VI. Employability Skills Task Force Update

Tyler Seville, Associate Director of NJBIA Education and Workforce Development, provided an update on the efforts of the Employability Skills Task Force. Chairman Bone noted that this is the top workforce issue for employers in New Jersey. The Task Force met in October 2015 to review the work of the six sub-groups over the summer, the best practices identified in that work, future action items, and explored the rollout campaign for 2016. Mr. Seville thanked SETC members and partner organizations for their time and contributions to this effort. He provided an overview of findings from each of the workgroups: Education focused on the incorporation of Career Readiness Practices, as highlighted by Marie Barry in earlier discussion; the Government stakeholder group discussed additional support for basic skills training, currently provided by the Community College Consortium, and the increased involvement of the Department of Children and Families in the task force as a way to grow the stakeholder group; the Organized Labor workgroup discussed opportunities for additional mentorships; the local Workforce Development Boards (WDBs) group explored how the task force's identified employability skills efforts can be incorporated within local client services; the Non-Profit group will be showcasing their best practices and partnerships already happening throughout the state. And finally, the Employer group is developing five employer guides that will outline ways to create partnerships to support employability skills for workers, and highlight the benefits to employers. The NJBIA will be sponsoring a workforce development summit in early 2016; Chairman Bone noted that this will be a great opportunity to showcase these important employability skills efforts. In addition, the SETC in partnership with LWD and the NJ Policy Academy partners will be hosting a High Quality Partnership Summit in May 2016, focused on employers and fostering new partnerships across the state.

VII. Public Comment and Adjournment

Nils Richardson, of ACCSES-NJ, complimented the vocational rehabilitation and the CBVI presentations, and indicated that low-level learners can be served by many training providers and can

develop transportable skills; having the SRCs serve as strong partners and policy advisors to the SETC could be very helpful in a broad range of ways.

Chairman Bone noted that the 2016 meeting dates were included in today's meeting materials, and thanked all the partners around the table for their continued efforts to improve the workforce system. The meeting was adjourned at 12:05 pm.

Next SETC Meeting:

Tuesday, January 19, 2016

10 am – 12 pm, NJ Law Center, New Brunswick

**STATE EMPLOYMENT AND TRAINING COMMISSION MEETING ATTENDEES
NOVEMBER 10, 2015**

<u>PRESENT MEMBERS and ALTERNATES</u>	
Barry, Marie (for Hespe) Berry, Dana Bone, Dennis Frye, Daniel (for Connolly) Garlatti, Betsy (for Hendricks) Hornik, Stephen	Howard, Donald (for McNamara) Karsian, Andrea Levinson, Jody Mickens, Felix (for Brown) Nadler, Sally Sabater, Julio Sen, Tapas Seville, Tyler (for Willoughby) Stoller, Jeffrey (for Wirths) Wade, Carolyn Wise, Robert
<u>ABSENT MEMBERS</u>	
Blake, Allison Carey, Michael Donnadio, John Duda, Teri Ferrera, Anthony Gacos, Nicholas	Nutter, Harvey Orson, Melissa Reisser, Clifford Richman, Charles Trezza, JoAnn Wowkanech, Charles
<u>OTHER ATTENDEES</u>	
Beder, Hal Bey, Amina Cooper, Belinda Grimmie, Robert Hala, Joanne Hunnicut, Alice Janz, Greg Jean-Baptiste, Jecrois Kurdziel, Kevin Lane, Davetta Miller, Howard	Milone, Catherine Mombo, Mien Montalto, Nicolas Nivins, Marsha Piano, Julie Richardson, Nils Savage, Judy Scalia, Donna Semple, Barry Sternbach, Larry Strobel, Allison Swartz, Jeffrey
<u>SETC STAFF</u>	
Hutchison, Sheryl Lew, Kirk O'Brien-Murphy, Maureen	