



Meeting Minutes
Department of Labor
13th Floor Auditorium
Trenton, NJ 08625
Wednesday, August 19, 2015

I. Update on WIOA Planning

The meeting was called to order by acting chair Hal Beder at 10:07 a.m. The first order of business was the acceptance of the secretary's report. The first motion to accept the report was given by Julio S. and the second motion was given by Howard Miller. The council was all in favor of accepting the report, with no abstentions.

The next order of business was the formation of the SCALES taskforce. The SCALES taskforce was formed to start taking a deeper look at Workforce Innovation and Opportunity Act (WIOA), which was signed into effect by President Obama on July 22nd, 2014. The taskforce would analyze the new law and develop a clearer understanding of how WIOA will impact the adult literacy system in New Jersey. The Various members of the SCALES council are also members of NJALL, and have already started analyzing WIOA. The taskforce was balanced with additional members that represented different aspects of the adult literacy system.

II. Blueprint – Pathways and Partnerships

Kirk Lew, Policy Analyst with the SETC reviewed the Blueprint document created by LWD. The document was created over a 7 month process which required SETC and LWD to collaborate closely with its various workforce partners, through a variety of methods. New Jersey's workforce stakeholders were brought together through the creation of workgroups that were each tasked with analyzing WIOA, as it pertains to their specific area. There were six workgroups created. Those workgroups are; Governance/Planning, Performance, Youth, Disabilities, One Stop Operations, Career Pathways. The workgroups were formed in December of 2014 and met bi-monthly for the next four months. Some workgroups are still meeting on a regular basis. The SETC and LWD hosted a two day WIOA conference at Mercer County Community College's Conference Center. The goal of the conference was to solicit the expertise of a broader audience of workforce partners and stakeholders, in order to gain a better understanding of the system's issues, concerns and local area's promising practices.



The SETC and LWD used technology as a two way communication and information gathering tool as well. New Jersey residents have access to the WIOA Blueprint website, which was established to share technical assistance documentation from both the federal government and the state. The website contained 7 webinars that introduced users to the Blueprint process and the baseline work being conducted by the 6 workgroups. Website users could leave feedback in regards to their own professional concerns or the work of the workgroups, through the contact us feature. LWD dedicated two staff members that were either responsible for responding to incoming questions and the assimilation of outgoing information. The other staff member was responsible for answering website user questions and concerns. The process also included various national experts that represented organizations like the National Skills Coalition and the National Governor's Association. The SETC and LWD were in close contact with USDOL region one representatives to discuss both state and local area concerns. National, state and local area expertise was gathered in a variety of ways and through many different platforms and was used to create the WIOA Blueprint: Partnerships and Pathways.

This Blueprint, a primer for a statewide workforce planning effort, puts forth five strategic intents that will lay the foundation for the next generation of talent development in New Jersey. This state framework will govern policy direction, guide planning initiatives and drive investment strategies for both federal programs and state projects. The Blueprint for Talent Development will serve as the cornerstone for training investments and capacity building efforts, to enhance service delivery at state and local levels. There are five strategic intents outlined in the blueprint document.

- Comprehensive Strategies
- Results-Driven High Quality Partnerships
- Career Pathways
- Community Alliances
- System Integrity

Each of these Strategic Intents are well supported with tactics and actions derived from both the talent development successes of the State and the transformative vision set



forth in the federal Workforce Innovation and Opportunity Act. The Blueprint document was presented to the SETC commission members at the 6/18/2015 meeting. The document was accepted by the commission and will be used as the primer document towards the development of the WIOA state plan.

III. Creation of SCALES WIOA Taskforce

At the 3/ /2015 SCALES meeting there was discussion about the creation of a taskforce/workgroup that would be given the authority by the council to start taking a deeper analysis of WIOA. The taskforce was never formed, due to staffing turnover within the SETC and lack of organization. In late spring of 2015, Kirk was assigned as the new SETC staff for the SCALES council. The next SCALES meeting which was scheduled for May of 2015 did not occur because long time staff member for the council, Lanse Davis retired from the SETC. The idea from the taskforce was introduced by SETC staff based on the inability at the time to arrange a fully represented SCALES meeting in the summer months. The membership has been impacted by the inability to recruit and appoint the necessary members to the council.

IV. Work within the SCALES WIOA Taskforce

The SCALES council was presented with a draft framework of potential recommendations for NJ's Adult Literacy system as it takes form under WIOA. The framework will serve as the basis for developing the presentation to the SETC, during their September 29th 2015 meeting. SCALES is in the beginning stages of developing the presentation, so this document is a beginning rather than a finished product.

The taskforce reviewed the three major areas with the largest systemic policy implications. Those three areas are the following;

- Defining lower level learners for the state
- Develop the skills and knowledge adult literacy teachers, administrators and counselors need to function effectively in the WIOA system.



- Develop and support the partnerships that are necessary if learners are to move through adult literacy to postsecondary education and employment in family sustaining jobs.

V. Career Ready Practices

David McNair from the Department of Education's Career and Technical education unit joined the SCALES council to educate its members on the Career Ready Practices. In the past year, NJ Department of Education has adopted the Career Ready Practices as the necessary competency standards that will help better prepare K-12 learners to become productive members of their workforces and communities. These 12 key practices are considered competencies that will assist the learner throughout their life. The 12 career ready practices can be found in standard 9 of the NJ Core Curriculum Content Standards. Those 12 practices are the following;

- CRP1. Act as a responsible and contributing citizen and employee.
- CRP2. Apply appropriate academic and technical skills.
- CRP3. Attend to personal health and financial well-being.
- CRP4. Communicate clearly and effectively and with reason.
- CRP5. Consider the environmental, social and economic impacts of decisions.
- CRP6. Demonstrate creativity and innovation.
- CRP7. Employ valid and reliable research strategies.
- CRP8. Utilize critical thinking to make sense of problems and persevere in solving them.
- CRP9. Model integrity, ethical leadership and effective management.
- CRP10. Plan education and career paths aligned to personal goals.
- CRP11. Use technology to enhance productivity.



- CRP12. Work productively in teams while using cultural global competence.

Standard 9 also consisted of three other core competencies which address personal literacy, Career Awareness, Exploration and Preparation, and Career and Technical Education. These three standards along with Career and Ready Practices make up the 21st Century Life and Career Content Standards.

DOE's Department of Career and Technical Education has launched a large capacity building initiative to help NJ's schools learn, implement and embed these practices into their curriculums, professional development processes and overall school environments.

- VI. Department Updates
- VII. Comment and Adjournment

(a) – denotes action required

Next Meeting: September 16, 2015

NJLWD Labor Building, 1 John Fitch Way, Trenton, NJ

Compliance with Open Meeting Requirements: In accordance with the Open Public Meetings Act of 1978,



Attendees Meeting

- Larry Breeden (DOE)
- Hal Bder (Acting Chair)
- Linda Ditmars (DCA)
- Peggy Cadigan (State Library)
- Jean Baptiste (DOC)
- Joanne Hala (United Way of NJ)
- Renee Ingram (DHS)
- David Kring (RCCC)
- Kirk Lew (SETC)
- David McNair (DOE)
- Barry Semple (C0-Chair)
- Howard Miller (DOL)