



Meeting Minutes  
Department of Labor  
4<sup>th</sup> Floor Conference Room  
Trenton, NJ 08625  
Thursday, March 3, 2016

**Attendance:** **Hal Beder**-Acting Chair, **Nancy Fisher**- Jewish Vocational Svcs. (Phone), **Alan Guenther**–Office of the Secretary of Higher Education, **Joanne Hala**- Northern United Way of NJ (Phone), **Sheryl Hutchison** – State Employment & Training Commission, **Renee Ingram** Department of Human Services (Phone), **Mimi Lee**- New Jersey State Library, **Kirk Lew**- State Employment & Training Commission, **Julio Sabater**- Workforce Advantage USA, **Barry Semple**-Co Chair, **Howard Miller**- New Jersey Department of Labor and & Workforce Development, **John Bicica**- New Jersey Department of Labor and & Workforce Development, **Aaron Fichtner** - New Jersey Department of Labor and & Workforce Development, **Patricia Moran** - New Jersey Department of Labor and & Workforce Development, **Larry Breeden** – Department of Education, **Jean Baptiste** – Department of Corrections, **Bridget Satchel** - Rowan College of Gloucester County, **Nicholas Montalto**, Diversity Dynamic LLC (Phone).

**I. Welcome and Introduction**

The meeting was called to order by Acting Chair Hal Beder at 10:10 a.m. The members in attendance were asked to introduce themselves and the organizations they are each representing. The Acting Chair reviewed the agenda and the goals for today’s meeting. The meeting minutes for the January 16, 2016 meeting were accepted, pending a correction to Bridget Satchel’s work title.

**II. Skilled Immigrant Report Update**

Dr. Nicholas Montalto will be presenting the skilled immigrant/skilled entrepreneur report to the SETC at the May 2016 meeting. Nicholas will work with SETC staff to create a presentation and one pager that will be sent to the SETC commission member prior to the meeting. The one pager will be used to help guide the presentation.

**III. State of the State Plan**

Sheryl Hutchison reported that the SETC and LWD will be meeting with governor’s office next week. There will be discussions about standards and assurances,



explanations on certain sections of the plan and keeping the public comment period open past the plan due date to the federal government.

NJ's state plan will be going to USDOL in a draft form. The federal government will ask each state to make corrections that will help improve the plan. The plan will need to be resubmitted to USDOL with those corrections and any relevant additions.

#### **IV. Regional and Local plans**

Kirk Lew reported on the regional and local planning guidance that is being created by Thomas P. Miller and Associates. The guidance for regional planning has already started. The guidance document has been shared with the local areas. Local area planning guidance has not been developed. The process for creating local area planning guidance will start in the next month. Performance and demographic information will be provided to each of the local areas by NJLWD's Office of Research and Information. TPMA will be writing all three regional plans to ensure consistency from one plan to the next.

#### **V. Strategic Overview - Presentation on the future state of Title II**

Dr. Aaron Fichtner and Dr. Patricia Moran joined the SCALES council to give a broad strategic perspective on how the state plans to invest the Title II funds into innovative programs and services. Title II is one of the substantial resources being used to fund the adult literacy system in New Jersey, but in order for the system to reach its potential, other resources must be utilized. Literacy system must be properly funded since it is a foundational piece in the many efforts that the state needs to carry out under WIOA. The state Labor Department will look at ways to diversify the use of adult, dislocated worker, youth, WFNJ, and other state investments funds, to further enhance the delivery of services in the Title II system. New Jersey's department acknowledges that the Title II system will only get stronger, if the local boards are given the tools and training to effectively serve the Title II clients. The relationship between the one stop and adult literacy systems needs to improve. The state is hoping that through co-location, the two system can start to improve the relationship. Co-Location of Title II programs at either the one stop career centers or the local community colleges would enable both clienteles to better access information on career pathways and access to the various wrap around services. Community colleges are becoming logical hubs for workforce



development and training, since they are getting more resources to provide these types of programs and services. NJLWD will be working with the community colleges, libraries, community providers and other workforce partners to utilize a comprehensive assortment of online tools and training that will help broaden the playing field, provide consistent and better programs and services. NJLWD is looking at the methods in which the state invests in the literacy priorities for the system as a whole.

LWD is looking at the use of customized training grants as a way to meet a company's literacy needs and establish longer term partnerships. Investments will be made in to the enhance the existing talent networks, help creating targeted industry partnerships and the building of career pathways in the state's key industries. Literacy programs and services will be the starting point in assisting any company with their workforce development and training needs. We are trying to create more sustainable partnerships and invest in other companies that will need our assistance and grants.

Announcements –

- Increase access to literacy services (partnerships with libraries and community colleges) - attempt to get services into the community
- Million dollars to SNAP/GA and ABAWDs – investments into employment and training for the one stops work experience (literacy, on the job training, work experiences)
- Sub workforce funds 24% comes to the state for services in one stops, 28% grants for literacy funds workforce learning links.
  - Taking 24% for state staff and giving more to local boards to supplement literacy programs to keep up their local needs (literacy services)
  - Larger amounts of funds to local boards, state will provide oversight. SCALES can help develop the standards.
  - Will be done over time
- CCRS – College and Career Readiness Standards
  - Professional development – improve assessment, workshops and learning.
  - In the early stages
  - Will improve the instruction across the board.



- Able Bodied Adults Without Dependents (ABAWD) – This priority population tends to lack the literacy skills to obtain employment that will lead to a sustainable wage. – partnered with community colleges to created skills enhancement centers that will help improve the literacy skills of our TANF populations and other priority populations (student success centers).
- The literacy system needs to be connected and funds need to be braided with other systems, services and programs that will help improve services, performance metrics and outcomes. (SCALES – at the local level they are taking the steps necessary to make sure that literacy services more accessible to clients in all these programs).
- Looking at the services to youth, PEP and work first system. (Literacy as the foundational component along the career pathway for all programs and services under the workforce development and training umbrella).
- Vision is creating more industry driven partnerships

#### **How do we get to this vision?**

- Make the system more integrated. Starts with the messaging and sharing of resources and planning.
- Line item for supplemental funds for literacy and needs to go to employers. The line item can be used in more creative ways.

#### **VI. SCALES Next Steps**

The council discussed how they will instruct members of NJALL to respond to the NJ State Plan. NJALL will be holding their conference on April 8<sup>th</sup> 2016 and will be conducting a workshop and webinar that will inform members about WIOA and how to respond to the plan. Individual responses and responds from interested groups and organizations can respond to either the SCALES council or directly to the SETC. Howard Miller reported that that NJLWD's Literacy plan is due to April 2016 to federal government.

SCALES created a professional development plan back in 2006. The document could be used as the baseline for a discussion on how to professionally develop the current Title II system under WIOA. Resources are more limited since 2006, so the lack of available funds needs to be considered when we talk about professional development.



The local areas have been working on development of curriculum, and defining some of their professional development needs. John Bicica and his new unit; NJLWD Technical Assistance and Internal and External Capacity Building will be helping NJLWD literacy unit develop a professional development system. Howard and John will be invited to the next meeting to discuss the professional development efforts and the role SCALES can play in helping LWD create and implement that system.

**VII. Comment and Adjournment**

Meeting was adjourned at 11:55 am. SCALES members were encouraged to attend the April NJALL conference.

**(a) – denotes action required**

**Next Meeting: June 8, 2016**

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

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