



Meeting Minutes  
Department of Labor  
3<sup>rd</sup> Floor Conference Room  
Trenton, NJ 08625  
Wednesday, December 6, 2017

**Attendance:**

**Hal Beder**-Acting Chair, **Gary Altman**-Acting Executive Director-SETC, **Kate Butler**-Department of Community Affairs, **Renee Ingram**-Department of Human Services, **Barry Semple**-Co-Chair, **Jessica Tomkins**- LITERACY New Jersey, **Joanne Hala**-United Way, **Mimi Lee**-New Jersey State Library, **Brigette Satchell**-Rowan College at Gloucester County, **Jean Baptiste**-Department of Corrections, **Joanne Coffaro**-Raritan Valley Community College, **Mary Morley**-Office of the Secretary of Higher Education, **Danielle Jubanyik**- Department of Labor & Workforce Development

**Welcome, Introduction and Minutes**

Acting Chair Hal Beder opened the meeting at 10:00 and told the group of the passing of Henry Plotkin, former SETC Executive Director who was very passionate about adult literacy.

Members and guests around the table then introduced themselves.

**Presentations – Talent Networks**

Acting Executive Director Gary Altman explained that there are speakers from two of the Talent Networks industries applicable to literacy. He introduced the first speaker Sandra Bleckman, Director from Fairleigh Dickinson University representing Retail, Hospitality and Tourism (RHT), and Raymond Vaccari, Director of ManufactureNJ.

**a. Retail/Hospitality/Tourism**

Ms. Bleckman began by stating that their Talent Network is based out of Fairleigh Dickinson University for the northern part of the state while Stockton



University serves the southern New Jersey. Both schools share the central region. Their industry is the only Talent Network that is divided into two clusters, due to its size it is the third largest industry in the State, and nature, 1 in 4 jobs fall under this cluster and 8 of New Jersey's top employers are in this sector. Ms. Bleckman noted that every day each of us interact with one or more of businesses within this industry in our daily activities such as buying gas, going to Wawa, a grocery store or a gym. Although many perceive these entry level jobs as part time, temporary jobs, they do offer many transferable skills that lead to career paths. Developing communication and soft skills are essential to good customer service, skills that are very important in these jobs because as employees often are the face of the business. Ms. Bleckman explained that her Talent Network has been doing a lot of outreach to students and schools to increase awareness of the pathways that the industry offers. The Talent Network is responsible for developing high-quality, employer-driven partnerships known as Targeted Industry Partnerships (TIPS) to reach the following goals:

- Develop career pathways
- Identify Industry valued credentials
- Identify training projects for funding
- Build capacity for local Workforce Development Boards

The TIPs convene with partnerships to work with businesses and educational institutions throughout the 5 established TIP regions of the state to determine what the employers need, and, with their help, develop certification through training programs. Many businesses already have internal training programs. An example is Wegmans who offers a 2-year training program and employs 100 culinary staff members in each of their stores. These pilot programs are funded by the Talent Networks as part of a 1.2 million dollar grant to Farleigh Dickinson University, \$100,000 is set aside for literacy within the grant. Regarding the ESL training, Ms. Bleckman explained that the training provider is identified based on the location. Most training is embedded in the One Stops and is customized to meet the needs of the business. She did note that many retail jobs have different work hours that make reliability a problem due to transportation concerns.

Ms. Bleckman told the group that the Talent Networks are in the process of developing pamphlets for each of the industries to show career paths that are possible in each. Some retail businesses, such as Chipotle, have career pathway pamphlets in their stores that show how opportunities can grow from cashier positions to management and even corporate.



**b. Advanced Manufacturing**

Raymond Vaccari began a presentation on the Advanced Manufacturing Talent Network.

His TN is hosted through NJIT. He said that New Jersey has about 11,000 Manufacturers, 90% have 50 or less employees, 40% have 4 or less employees. Most of these are seeking entry level and skilled workers because of a severe shortage.

A majority of manufacturers claim that the shortage of workers with the necessary skills has led to slower delivery of their products at a time of tremendous demand. The average age of an employee in manufacturing is 60 years old and will soon retire and these companies lack replacements. Young people haven't chosen careers in manufacturing in the last 30 years because of traditional perceptions that manufacturing jobs are dirty, dangerous and that most eventually move out of the country. There remains a reluctance for young people to go into manufacturing instead of going to college right after high school even though opportunities for young people are great. However, there is a barrier to training in manufacturing as there are limited schools, equipment is very expensive and there is a shortage of teachers in the field. Mr. Vaccari explained that there is a need to improve awareness of manufacturing jobs. He suggested a solution in the NJIT Capstone Program, a web-portal supporting manufacturing career pathways. Its audiences are students, educators, and manufacturers in New Jersey to be hosted on NJIT's 3 websites:

- [Manufacturenj.org](http://Manufacturenj.org)
- [Dreamitdoitnj.com](http://Dreamitdoitnj.com)
- [Mechaforce.org](http://Mechaforce.org)

A recommendation was made for the Talent Networks to attend the Workforce Development Board meetings, and visit the One Stops as an outreach to educate counselors at the Talent Development Centers. The Targeted Industry Partnerships are also working to provide high-quality employer-driven partnerships to propel NJ's advanced manufacturing industry through needs assessment, educational pathways and outreach.

**Title II Update**

Danielle Jubanyik gave an update on Title II programming. She described a need to remove the silo's of communication to increase Title II groups awareness of what's going on with the industries within the Talent Networks such as RTH where there are about 11,000 ESL's working at the lowest levels in those industries. It would increase their access to pathways, help to bring them to the next level and earn a better living wage.



Dr. Jubanyik stated that Susan Clemantel of Standard Works and her team of 7 provided a 2 day training to 53 math instructors in their Title II standards for college and career readiness. By looking at the new lesson plans and curriculum we can build programming up to be current with the WIOA requirements. She noted the possibilities in addressing professional development by working with the Talent Networks. Dr. Jubanyik stated that she has also been meeting with the Title I and Title II workgroups to discuss braiding of funds to overcome some barriers.

### **Title I/II Workgroup Update**

Acting Director Altman presented an update on the workgroup meetings. He explained that the workgroup has been trying to cover 3 of the priority subjects per meeting and he briefed the group on those already discussed. He shared some of the points discussed from the most recent meeting. (11/2/17).

During the discussion, there was concern that when clients go from program to program, counseling is inconsistent as to which partners are providing what counseling. AOSOS vs LACES was discussed regarding data entry with regards to the alignment of programs, and the responsibilities of libraries having different literacy programs and how to align them. Discussion also covered the need to improve connections to get the employer a better product, the client served the best program, and better partnerships for all involved.

### **Closing and Next Steps**

Acting Chair suggested postponing discussion of next steps until the next meeting because of the transition of Administration taking place.

Mr. Beder asked for a motion to adjourn the meeting. The motion was provided and approved by all members.

The meeting adjourned at 12:00.

The next SCALES Council meeting is scheduled for February 7, 2018.