



WORKFORCE DEVELOPMENT BOARD

CUMBERLAND · SALEM · CAPE MAY

Adult Education and Literacy Committee

Luciano Conference Center

January 28, 2020

MINUTES

A meeting of the Cumberland/Salem/Cape May Adult Education and Literacy Committee was held on Tuesday, January 28, 2020 at 9 a.m. in the Luciano Conference Center at Rowan College SJ.

ATTENDANCE: Jenn Bates, Lisa McClintock, Rosemma Ward, Marielena Martinez, Christian Springer, Odilon Perez, Katie Czajkowski, Elizabeth Satterfield, Barbara Kozek, Sherwood Taylor, Terrence Hardee, Patti Gilmore, Annette Vargas, Wayne Roberts, Laura Stanton, Marva Ferguson, Pam Comerford, Sonya Saul

PUBLIC: None

STAFF: Allison Spinelli, Ginger Supernavage, Cindy Angelo

HANDOUTS:

NJ DOL & Workforce Development Labor Market Information Update – December 2019

Title II Adult Education and Literacy Report FY 20 Report

NRS Report FY 19-20

I. Welcome & Opening Remarks Approval of Minutes

Jenn Bates opened the meeting by welcoming all attendees. The meeting began at 9:02 am. Jenn requested a motion to approve the minutes from October 2019. Motion made by Rosemma Ward, Second by Patti Gilmore. All in favor, motion approved.

II. Title II Lead Agency Report

Jenn reported the level of service is lower than normal. Our contracted level of services is 629 and we currently have 106. One reason is the change in testing going from TABE to CASAS. This has complicated reporting. A new competitive grant will be out in the Spring. A Director's meeting will be held on February 11th. This will give us a better timeframe for the NGO. Level of Service is down statewide. Our LOS is 106 but we have had 386 walk through our doors for services which are not reportable by DOL standards. Partners know who is in LACES and who has slipped through the cracks. Help participants to populate through the system to LOS.

According to DOL data the southern part of NJ has the highest UI rates. Looking at in-demand jobs on the report shows that they may not be jobs in your county.

On February 7th DOL will conduct an audit of Adult Literacy programs at Salem County Vo-Tech. Department of Education is still accepting public comment on GED, HISET and TASK. They are looking to make changes in scoring. Barbara commented TASK may not be lowered. Jenn said that is the purpose of public comment.

Cumberland/Salem Title II Consortium Partner Report

- **Salem County Vocational Technical School.**
 - **Cumberland & Salem Department of Corrections**

Corrections is operating as normal. Ensuring that all pre and post tests are completed.
- **Millville Public Library**

Sonya reported three were tested this weekend. All passed. Have been getting a new student every day. Still have more information to input into LACES. Confident we will meet our LOS by June.
- **Center for Human Services**

Marielena reported one student has been enrolled. We have a 39% post test rate.
- **Rowan College SJ**

Patti reported they just started a new cohort . Twenty two have completed so far. Level of completion is low.
Post TABE is up at the state level.
Dr. Hardee commented a program is being offered at the ALMS Center in Bridgeton to expand ABE, workforce programs and do testing.
Patti commented three testing sites are testing in Spanish (Rowan College, AIC and ALMS Center).
- **PathStone**

Odi reported as of December they have 33 enrolled and 75% have been post tested. We had a low second quarter. We are transitioning from TABE to CASAS. New class just started. Two students tested level 6 and 6.5.
Sonya mentioned CASAS is a little easier and is boosting student's confidence.
- **Salem Community College**

Rosemma reported they will start using CASAS on Monday. Twenty-five diplomas have been earned. Levels are low at 39%. Our priority is post testing.
Jenn reminded everyone to make sure information is getting into LACES. Reports should be run to see who is falling through the cracks. Diploma doesn't count in LOS. It is a separate measure. Report will be run on February 6th for DOL audit.

III. Cape May Title II Consortium Partner Reports

- **Atlantic Cape Community College**

Barbara reported as of December there were ten students enrolled. Three students have been sent to training.
- **Cape May Tech**

Elizabeth reported two graduated from Safe-Serv Program. Guest Service classes are being held in Wildwood. Our LOS is 160 with 97 reported. Corrections is taking a little longer. Three graduates so far. Had to set up computers.

IV. Workforce Learning Link Reports

Allison reported there was an increase in WFL allocation. Our new level of service is 159 with 57 enrolled (36%). Data entry issues in Cumberland have been straightened out.

V. Other Reports

There were no other reports.

VI. Old/New Business

Alli reported the Workforce Development Board is in planning mode for 2020. State Strategic Plan is due in March. There were no comments to plan modification last year. Plan is on website.

The One Stop Partner MOU and Infrastructure Agreement is due March 31st. We will need technical support from the state to complete the IFA.

Cindy Angelo is taking the lead on the narrative portion of the MOU which will include services provided by all required partners.

The Confidential Assistant position is being filled to do all Workforce Board tasks.

VII. Adjournment

Jenn requested a motion to adjourn the meeting. Motion made by Patti Gilmore, Second by Elizabeth Satterfield. The meeting adjourned at 9:50 am.