



Workforce Development System Oversight Committee Meeting MINUTES

**Burlington County American Job Center
795 Woodlane Road, 3rd Floor (WDB Office)
Westampton, NJ 08060-6000**

Date: Tuesday, May 24, 2022 (*via Zoom*)

Time: 9:30 AM to 10:30 AM

Attendees (16)

Jesus Arestirado - BC AJC Operator	Zanna Taylor- BCBSS (WFNJ)
Lindsey Aquino - DVRS/ Supervisor	Kinder Kaur - AWNJ/ Director
Anthony Phillips - ABE/ Learning Link	Rosy Wagner - BCLS / Manager
Abiodun Odufejo - DHS/ DFD Ops	Clarissa Williams - DFD
Curtis Myers - ASPIRE Youth Development President	Stacey Smith - DVRS/ Manager
Kelly West - WDB Executive Director	Christopher Bound - Learning Link
Jill Levitt - NJDOL/ Transitional Workforce Services	Craig Jez - Business Services
Martin Nock - WIOA Training Services Manager	Clarissa Williams - DHS

Call to Order and Introductions

Jesus Arestirado called the BC Workforce Development System Oversight Committee Meeting to order at 9:30 AM, thanked attendees for their participation and asked attendees to introduce themselves.

Upcoming Events

Kelly West shared the following information: We are actively searching to have a Healthcare Event tentatively in June. The event would pertain to strictly health care or overall job fair, ideally industries seeking employment. Our most recent event showcased Construction, Trades, and Utilities Career Fair with 16 employers and 25 attendees.

BC AJC YTD Stats for PY 2021

Jesus Arestirado briefed PowerPoint slides that covered the BC AJC YTD Stats for PY July 2021. Jesus stated that for the period of July 1st, 2021 through April 30th, 2022, the BC AJC had provided services to 4,285 customers (an average of 429 customers per month). Jesus also stated that thus far, 625 customers had requested training services during PY 2021 (an average of 63 customers per month), which led to 40 customers being placed into training and obtaining 27 industry recognized credentials. In addition, Jesus stated that 1,033 BC residents have registered for Metrix Learning and completed 1319 online courses.

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Adult Basic Education/ Learning Link

Anthony Phillips shared the following information:

Current Enrollment Numbers

- Achieved 275 for the year
- Closing the program year on June 30th, 2022

Additional Information

- Implemented a new enrollment group at RCBC.
- Several partners are preparing to shut down for summer
- ABE program is in the process of an extension year which is the second year of this four-year grant opportunity. During the process, we are learning that there are going to be key points that go along with this grant
- Graduation Milestone Event tentatively scheduled for August 4th or August 11th
- RCBC Willingboro is relocating to RCBC in Mt. Laurel Evans Hall. The first class is scheduled for July 11th
- Looking into additional services to assist Burlington County Residents

Engage by Cell

Kelly West shared the following information on behalf of Barbara Weir.

- 445 plus users as of May 17th, 2022
- Released 21 blasts from February 17th to April 1st, 2022
- 135 AJC participants signed up for Engage by Cell (includes 38 Youth and 40 WFNJ)

Constant Contact has been an effective outreach tool for emails, marketing campaigns, and Board newsletters to share job announcements and other useful information with UI claimants.

Lifelong Learning BC Library System

BCLS (Rosy Wagner)

Rosy shared the following information: Rosy provided library resources and its mission statement. She is the manager of the newest program, Lifelong Learning Department which is not a year old yet. She obtains a lot of grant funding. The primary purpose of Lifelong Learning Department is digital literacy and post education learning opportunities. Two grants have been released to support digital literacy. Another objective of this program is job readiness and seeking employable skills. Rosy acknowledged the innovative and new mobile learning lab.

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These ample services extend to the community and offers digital learning opportunities such as technical skills. She reported that next month a representative from BCLS will be present at Human Services one Thursday a month for technical skills. Rosy is seeking public areas to spread this opportunity.

Rosy proclaimed additional tools such as the utilization of chrome books. This allocates the ability to check out with a library card for three weeks at a time with the option for a two-week renewal.

Rosy revealed the Labor and Literacy Lab in Westampton which entails a network with other 15 state libraries and a statewide initiative. This is offered Monday, Wednesday, and Friday afternoons. The scope of the program recaps career goals, skills, and assesses them on digital skills. The main purpose is to assist with making them employable once again.

Rosy announced the development of BCLS IC3 training opportunity. This is meant for learning computer skills and upscaling digital literacy. She explained this is offered virtually and an accompanying flyer has been distributed.

BCLS is proceeding to open in person events once again such as ESL classes, basic reading opportunities, and study rooms. Rosy and the team are strategically investing in additional resources.

Library by Mail Service is available for homebound customers and the Museum Pass Program. Streaming video services

BC AJC Service Delivery Updates

Employment Services (Yvonne Payton)

Jesus announced the BC Employment Services (ES) Department filled three (3) staff vacancies this week as follows: One (1) DVOP and two (2) Interviewers.

Training Services (Martin Nock)

Martin shared the following information: His department is experiencing an uptake on eligibility criteria. He reflected on their office being one Counselor position down and hopes the customer volume will increase.

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DVRS (Stacey Smith)

Stacey Smith shared the following information: DVRS is currently in collaboration with Office of Federal Contract Compliance program. Stacey reported DVRS is holding a targeting job fair for individuals with disabilities and veterans with service-connected disabilities. The virtual hiring event tentative date is Wednesday, June 22nd, 2022. The event will consist of various industries such as pharmaceutical, building and trades, financial, and healthcare. All must be registered for the event. The flyer will be emailed after today's meeting.

Stacey also announced that DVRS is working with Project Search based in Cincinnati. The program works with individuals who are exiting the school system with usually one year of high school left. Individuals participate in three (3) rotations: One including TD Bank and one with Lenape School District, Jefferson Hospital, and the Yale School in Cherry Hill. Stacey mentioned they are preparing for the upcoming school year.

Youth Services (Curtis Myers)

Curtis shared the following information:

- Serving 9 young people
- 101 young people who have participated in services from October 1st to April 30th
- 20 young people have completed their high school equivalency
- 19 young people in some sort of work experience

Curtis recapped they are expecting more out-of-school youth (OSY) now that school is out. The expectation is that a lot of young people will be coming to us for their high school equivalency.

America Works of NJ (Kinder Kaur)

Kinder shared the following information: America Works of NJ provides employment services to TANIF and SNAP recipients. She shared AAWNJ is structured for job preparation, job skills, work habits, and training to obtain employment.

Numbers from March 2022 to present

- 146 referrals
- Enrolled 100 individuals in 3 months
- Placed 22 individuals into jobs
- 16 employment verifications
- 5 individuals who are hired starting later
- 65 individuals active on roster
- 18 individuals attending job skills training

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Kinder expressed the enrollments are sufficient. The biggest hurdle is keeping engagement. She delivers Target \$25 gift cards for anyone on site for training biweekly and they have created raffles. She strategized road maps for individuals which have been effective.

Zanna Taylor (BCBSS)

Zanna shared the following information: As of March 2022, WFNJ continues to send TANF referrals. BCBSS is currently building on their client base for referrals. She reported they are patiently waiting on instructions from DFD.

Jill Levitt (NJDOLE/Transitional Workforce Services)

Jill shared the following information: She is diligently and precisely working on SNAP grants and management grants. She acknowledged Barbara Weir's production of a CWEB packet to distribute locally for referrals they have accumulated.

Business Services (Craig Jez)

Craig Jez shared the following information: NJ Return and Earn and OJT paid out. Recently, the State was able to pick up OJT and BR coverage throughout the county

Open Discussions (BC AJC Partners)

None.

Pending Actions

- Jesus Arestirado will send an email with the Minutes and other supporting documents for today's BC Workforce Development System Oversight Committee Meeting to all attendees no later than, Friday, May 27th, 2022.
- Jesus Arestirado will send an email reminder with the agenda, PowerPoint, and any supporting documents to the BC AJC partners, no later than one (1) week prior to the next BC Workforce Development System Oversight Committee Meeting scheduled for September 13, 2022 @ 9:30 am (via Zoom).

Meeting Adjourned

Jesus thanked the meeting attendees and adjourned the meeting at 10:24 am.