



**Workforce Development Board**  
**Literacy Committee Meeting Minutes**  
December 8, 2015 – 9:40AM  
550 Jersey Avenue, New Brunswick, NJ 08901

**Present:** Thomas Crane, Jessica Tomkins, Wanda Segarra -Cruz

**Staff:** Julie Piano, Elizabeth Acosta

1. Welcome and Introductions

Julie Piano called the meeting to order. She welcomed the group and informed everyone that in the absence of Ms. Gloria Aftanski, chair, she will facilitate the meeting. Ms. Wanda Segarra-Cruz will be added to the Literacy Committee email list. The meeting sign in sheet will be updated to accommodate email addresses.

2. Review of Minutes from September 22, 2015 Meeting

Jessica Tomkins noted that she was not in attendance at the September 22<sup>nd</sup> meeting. Correction was noted and will be reflected in the minutes. Tom Crane made a motion to approve the minutes and the motion was seconded by Wanda Segarra-Cruz.

3. Update on WIOA

The final regulations for WIOA are not yet released. NJ SETC Proposed Policy Resolution – SETC# 2015-06 was discussed. There were in-depth discussions on the State Council for Adult literacy Education Services (SCALES) Policy Recommendation. Concerns were raised about Literacy Programs that are not geared towards credentials.

Discussions were also centered on other SETC Recommended Resolutions –e.g. College and Career Readiness Standards for Adult Education, Talent Development and Career Pathways.

4. Performance Measures

Performance Target Goals are issued by the SETC to the local areas. The Middlesex County Workforce area received its performance goals for its federally funded programs.

The Workforce Learning Link is a state funded program but follows the WIOA Title 11 performance measures - employment outcomes, placement in postsecondary education or

occupational training, and attainment of a high school diploma or its recognized equivalent. Staff tracks the student's educational gains and if there are improvements within levels from entry to exit of the program. There were discussions on what is considered a positive outcome. Additionally, there were discussions on the challenges and difficulties of meeting the goals and target measures with persons with disabilities.

5. Update on Funds received for current Program Year (July 2015 – 2016)

To date, no additional funds were received for the Workforce Learning Link.

6. Old / Other Business

Julie Piano asked the committee if there were any topics that they would like to be discussed or covered for these meetings. If so, please email them to her so she can have them add them to the agenda.

The Middlesex County Literacy Programs Brochure is still getting revised. Once this is completed, an electronic copy will be disseminated to the members of the Literacy committee.

Wanda Segarra –Cruz stated that she uses many websites for HSE & ESL. Some examples are YouTube, GED 2015, and Spanish GED 2015. She will get a list to Julie for the committee.

Jessica Tompkins announced a job opening in their office. It was recommended that the job posting be placed with the One Stop Business Resource Center and for it to be posted in the NJLWD's Jobs4Jersey.

8. Adjournment

There being no further business, the meeting was adjourned at 11:00am. The next meeting will be Tuesday, March 08, 2016 at 9:30am at 550 Jersey Avenue, New Brunswick.