



Workforce Development Board
County of Middlesex

LITERACY COMMITTEE MEETING MINUTES

Tuesday, March 28, 2017
550 Jersey Avenue
New Brunswick, NJ 08901
9:35 a.m.

Attendance

Present: Luke Miller, Tom Crane, Roseann Bucciarelli, Wanda Segarra-Cruz, Jessica Tomkins, and Gloria Aftanski

Staff & Guests: Shamara Gatling-Davila

Welcome and Introductions

The meeting was called to order at 9:35 am. Shamara asked everyone to introduce themselves and gave the committee time to look over the minutes from the last meeting.

Review of Minutes from September 13, 2016 Meeting

There were no concerns with the minutes. Tom Crane made the motion and Wanda Segarra-Cruz seconded the motion for approval of the minutes. Roseann Bucciarelli, Jessica Tomkins and Luke Miller abstained from voting on the minutes due to not being in attendance for that meeting. The minutes are to be filed as is.

Mention recent staff changes

Nina Rios-Rivera (prior Deputy Director) and Julie Piano (prior One Stop Operations Manager) have both retired. Diane Seavers is the current Deputy Director and John Ross is the Interim One Stop Manger and still Work First New Jersey Director. Barbara Heyward is both the Vendor Administration and Business Services Manager. Susan Rauscher was promoted as Deputy Manager of Operations, which was Diane's previous position. Shamara will email the committee a copy of the phone directory.

Discuss revising the Literacy Plan. What Goals do we want to accomplish

Shamara: One of the most important updates of the Literacy plan is to change WIA to WIOA.

Jessica: This plan was written under different legislation. Not only does WIOA need to replace WIA, but everything about the plan should reflect the new laws. It should explain how literacy development interacts with the Workforce Development Board. More literacy agencies should be present and be a part of the literacy committee. Further guidance should be given on how and who is responsible for ensuring the co-enrollment of Title I and Title II funding. Would like to have a comprehensive brochure

of all the colleges, certification courses, Title II and non-Title II agencies that offer anything related to literacy. **Tom:** Working on writing a WIOA Title II grant proposal for literacy. The proposal needs to align with the local plan. The local plan does not mention much about the literacy component. Unsure if the members of the literacy committee are able to sit in on the WDB meeting during the voting of his grant proposal. **Roseann** advised the literacy committee to abstain from voting during the time the WDB is voting on the proposal.

The literacy committee will work together to create a plan and figure out the best route of co-enrollment and how to move this committee forward.

Update from those that were able to obtain info from/about other Literacy Committees

No one focused on this task. There is no update to be given, but suggestions were made. Gloria mentioned getting feedback from Kevin in regards to at least 4 other local literacy committees that function in a way he is pleased with. She feels this type of direction will help the committee outline a new structure. Everyone has agreed to either research other literacy committees, call to speak with other prominent literacy committee members and or brainstorm ideas to help this committee.

Old Business

The committee still needs to revisit Literacy Goals. A new plan still needs to be created.

Adjournment

Roseann Bucciarelli made the motion to adjourn and Wanda Segarra-Cruz seconded the motion. The next meeting will be Tuesday, June 13, 2016 at 9:30am at 550 Jersey Avenue, New Brunswick.