



Workforce Development Board
County of Middlesex

LITERACY COMMITTEE MEETING MINUTES

Tuesday, June 12, 2018
550 Jersey Avenue
New Brunswick, NJ 08901
9:30 a.m.

Attendance

Present: Gloria Aftanski, Roseann Bucciarelli, Jasmina Dizdarevic, Myrna Garcia, & Jasmina Dizdarevic

Staff & Guests: Shamara Gatling-Davila; and Grace Hong

Welcome and Introductions

The meeting was called to order at 9:45am. Gloria asked everyone to introduce themselves and Jessica introduced the speaker for the meeting, Grace Hong: Retail Hospitality and Tourism Talent Network.

Guest Speaker: Grace Hong Retail Hospitality and Tourism Talent Network.

Goals:

1. Develop Career Pathways
2. Identify Industry Valued Credentials
3. Identify training projects for funding
4. Build capacity for local Workforce Development Boards

Talent Development Centers:

1. Build new career pathways and apprenticeships that integrate classroom and work-based learning and lead to an industry-valued credential.
2. Serve as anchors for expanded, high-quality, employer-driven partnerships that involve businesses, high schools, colleges, universities, labor unions, and workforce development boards.

The Industry

1. RHT cluster is the 3rd largest industry in New Jersey.
2. 1 in 4 jobs falls within this industry cluster.
3. 8 out of NJ's top largest employers fall within this industry sector.

Career Pathways

1. Culinary/ Hospitality Earn While You Learn
For anyone within the hospitality or culinary sector (restaurant & hotel) 60-hour program, student receive 3 industry valued credentials, TIPs, ServSafe and ALHEI Gold Service Star (soft skills & Customer Service) and receives 4 credits from Hudson County Community college
2. Retail IT Loss prevention: geared more towards retail in loss prevention. They will be receiving a certificate at the end of this training. It's currently in the works.
3. H2OPs: Hotel and Hospitality Operations: Housekeeping training and moving employees within this sector up and into the different parts of the hotel.

Pilot Programs

1. **Certified Hospitality Supervisor:** Must be currently employed as a supervisor for a minimum of 90 days or holds a degree from an accredited university. Supervisory training can lead to additional career paths in the industry.
2. **Certified Hospitality Housekeeping Supervisor:** Must be currently employed in an executive level or management level position for one year or six months and also hold a degree from an accredited university.

Review of Minutes from October 18, 2017 Meeting

There were no concerns with the minutes. Roseann made the motion and Myrna seconded the motion for approval of the minutes. The minutes are to be filed as is.

Questions/Concerns Regarding Sections of Literacy Plan

The five goals for the literacy committee were reviewed. The suggested changes were discussed and each person that completed the goal objectives was given an opportunity to give further details. During this time, the committee was able to identify how the goals/objectives continued from one goal to the next. Goal number one is still pending input from Thomas Crane, but the committee did mention a few ideas for that goal. Shamara will put the information together, allow the committee to review it via email and the final draft will be submitting to Kevin for approval.

Any New or Old Business

Summer registration for all programs offered in Perth Amboy will begin on, Tuesday July 17, 2018 and continue through July 31, 2018. Those programs include: Basic Skills/ABE, ESL, Civics and the Perth Amboy Adult High School.

United Way Worldwide Financial and Economic Mobility has a VISTA Program and will do outreach with the Perth Amboy population.

Literacy NJ is looking to hire individuals for their VISTA Program. Resumes can be emailed to Jessica.

Topics of Discussion for Next Meeting

Once the literacy plan has been submitted to Kevin, any feedback from him will be discussed. It would be nice to know the percentage of people referred to basic skills remediation from the overall amount of clients.

Adjournment

Ana made the motion to adjourn the meeting and Thomas seconded. Meeting Adjourned.

<p style="text-align: center;">NEXT MEETING: TUESDAY, JUNE 12, 2018 – 9:30AM ROOM G 550 JERSEY AVENUE, NEW BRUNSWICK, NJ 08901</p>
