



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

**LITERACY COMMITTEE
MEETING MINUTES
TUESDAY, SEPTEMBER 3, 2024
ZOOM MEETING**

| COMMITTEE INFORMATION AND ATTENDANCE | | | | | | | | | |
|--------------------------------------|-----------------------------------|----------------|----------|----------|----------|----------|----------|----------|----------|
| NAME | ORGANIZATION | TRUSTEE MEMBER | 6-Feb-24 | 5-Mar-24 | 2-Apr-24 | 7-May-24 | 3-Jun-24 | 6-Aug-24 | 3-Sep-24 |
| Kalitan, Marlyn Chair | Kalitan Consulting | x | X | X | X | X | X | X | X |
| Willmann, Michael, Vice Chair | WMSH | | X | X | X | X | X | | X |
| Allen, Mikala | One-Stop | | | | | X | | | |
| Beach, Patti | Goodwill | | X | X | X | X | X | | |
| Chisolm, Victoria | Literacy Volunteers of America | | | X | | | | | |
| Cirii, Frank | Camden County One Stop | x | X | X | X | | | | |
| Clark, Justin | Office of Adult Literacy (NJDOLE) | | | | | | | | X |
| Dann, Carol | HopeWorks Camden | | X | X | X | X | | X | X |
| Daunoras, Heidi | Pine Hill School District | | | X | X | X | X | X | X |
| Deprey, Brynn | NTIA | | | | | X | X | X | X |
| Fithian, Danielle | Goodwill | | | | | X | | | |
| Green, Aurella | Camden County College | | X | X | | X | X | X | X |
| Hill, Dr. Lauren | Camden County College | | X | | | | | | |
| Jenkins, Timothy | Camden Board of Education | | | | | | | | |
| Knopf, Dick | Marketing Professional Services | | X | X | X | | | | |
| Mauro, Jennifer | Goodwill | | X | X | X | X | | | |
| Randall, Angela | Camden County OEO | | | | | | | | X |
| Thompson, Ryan | Truist Bank | | X | | | | X | | |
| Young, Jennifer | Verizon | | X | | X | X | X | | |
| Gutbezahl, Maayan | WDB | | X | X | X | X | X | X | |
| Swartz, Jeffrey S. | WDB | | | X | X | X | X | X | X |
| Vaughn, Debra | WDB | | X | X | X | X | X | | X |

WELCOME & APPROVAL OF MINUTES

Marlyn Kalitan, Chair, opened the meeting at 8:35 AM. Marlyn asked for a motion to approve the August 6, 2024, meeting minutes. The motion was made by Michael Willmann and seconded by Chris McKelvey. Angela Randall abstained. By majority vote to the affirmative, the motion carried, and the minutes for August 6, 2024 were approved.

ONE-STOP UPDATE

Jeffrey Swartz, Executive Director of the WDB, provided a brief update in the absence of the One-Stop Operator, Frank Cirii.

- One-Stop Check-in system shows uptick in people visiting the facility. The lack of customer service from UI continues to be an issue (appointment requirements, ID.me, limited access to phones)
- As mentioned in the July committee meeting, the State has recently changed this policy by putting out competitive bids for Learning Link funding. It released a Literacy Innovations Notice of Grant Opportunity on August 30, 2024.
 - The deadline to apply is September 30, 2024. The funding amount is \$3 million.
 - The grant program will run Nov. 1, 2024 to September 30, 2026

Jeffrey Swartz, Camden County Workforce Development Board

- The Summer Youth Work Experience Program ended on August 16. Six interns accepted employment offers from their work-learn site.
- The WDB is in the process of interviewing applicants to fill two positions. Bridget Henderson left the WDB on August 16 for a federal fellowship position with the Department of Health



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and Human Services. Maayan Gutbezahl, Committee Coordinator, resigned last week.

- The WDB will be attending several events in the coming weeks:
 - On Friday, September 13, the County will be sponsoring a job fair at the Cherry Hill Mall from 10:00-2:00.
 - On Saturday, September 21, there will be a Unity Fun Day at Cooper River Park.
 - On Friday, September 27, Stand Down of South Jersey will be at the Cherry Hill Armory
 - On Saturday, October 5, Winslow Township will hold its Job Fair at the Bud Duble Senior Center.
- The next Quarterly Board of Trustees meeting will be held virtually on Wednesday, September 18 at 9:00 AM. Board members are asked to rsvp as a quorum is needed to conduct business.

COMMITTEE DISCUSSION/UPDATES

- Michael Willmann
 - Michael proposed gifting a book to all of the first-grade students in Camden County at a designated time of the school year (first day, a holiday, etc.)
 - Jeff suggested starting with gifting books in a specific area, in a community that the committee has already built a relationship with, such as Clementon/Pine Hill/Lindenwold.
- Chris McKelvey
 - The Clementon Library is now closed. The borough is working out the legal details of severing its administration by library trustees and finding a partner to provide services to reopen the library.
 - Angela Randall, OEO's Director/Housing & Community Initiatives, commented that they recently lost their remote literacy services site in Lindenwold and she would like to explore providing services at the Clementon Library.
 - Jeff stated that he would like the Literacy Committee to continue developing its relationship with the Clementon/Lindenwold/Pine Hill area, and to promote the local library.
 - Jeff commented that he is open to joining Dick Knopf at a follow-up meeting with Mayor Campbell of Gibbsboro to discuss the town's closed library.
- Marlyn wants the Literacy Committee to think about what it would like to focus on in the fall and winter.

ADJOURNMENT

Marlyn asked for a motion to adjourn. The motion was made by Dick Knopf and seconded by Chris McKelvey. By majority vote to the affirmative, the motion was carried, and the meeting adjourned at 9:22 AM.

NEXT MEETING

The next Literacy Committee meeting will be held Tuesday, October 1, 2024, at 8:30 AM via Zoom. Meeting materials and Zoom conferencing information will be distributed prior to the meeting.

Submitted by: Debra Vaughn, Assistant to the Executive Director