



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, February 22nd, 2022 (*via Zoom*)

Time: 9:30am to 10:30am

Attendees (19):

Ruth Hawkins - RCBC WDI/ Adult Basic Ed
Yvonne Payton - BC NJDOL/ Manager
Zahirah Sabir - WDB/ Administration Manager
Curtis Myers - ASPIRE Youth Development President
Kelly West - WDB Executive Director
Jill Levitt - NJDOL/ Transitional Workforce Services
Martin Nock - WIOA Training Services Manager
Barbara Weir - WDB/ Employment & Training
Stacey Smith - DVRS/ Manager
Peter Jaskot - NJDOL/ Supervisor

Jesus Arestirado - BC AJC Operator
Lisa Timpson - BCBSS
Abiodun Odufejo - DHS/ DFD Ops
Zanna Taylor - BCBSS (WFNJ)
Lisa English - BCIT
Christopher Bound/ Learning Link
Kinder Kaur - AWNJ/ Director
Craig Jez - Business Services
Lindsey Aquino - DVRS/ Supervisor

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

Zahirah Sabir shared the following information: The Destination Career event took place on February 15th & 16th. We partnered with the Juvenile Justice Commission to education currently incarcerated youth about career pathways and other resources. We served about 40 youth.

BC AJC YTD Stats for PY 2021

Jesus Arestirado briefed PowerPoint slides that covered the BC AJC YTD Stats for PY 2021. Jesus stated that for the period of July 1st, 2021 through January 31st, 2022, the BC AJC had provided services to 2,723 customers (an average of 389 customers per month). Jesus also stated that thus far, 465 customers had requested training services during PY 2021 (an average of 66 customers per month), which led to 39 customers being placed into training and obtaining 27 industry recognized credentials. In addition, Jesus stated that 695 BC residents have registered for Metrix Learning and completed 1,084 online courses.

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Furthermore, Jesus stated the Metrix Learning/SkillUp NJ platform was launched by the NJDOL on March 22nd, 2021 and NJ residents 18 years+ are eligible to register. He also stated the Metrix Learning platform offers New Jersey workers more than 5,000 online Skillsoft courses, which are widely used by Fortune 500 companies, in a variety of high-demand industry sectors, including, but not limited to, information technology, business analysis, customer service, project management, and digital literacy.

Note: After the meeting, Jesus sent an email with the below website link of a Press Release from the NJDOL to provide more information about Metrix Learning/SkillUp NJ:

https://www.nj.gov/labor/lwdhome/press/2021/20210518_skillup.shtml

Finally, Jesus highlighted that BC is currently working with the Metrix Learning Representative from the Employment & Training Institute to develop Metrix Learning Course Clusters for select BC AJC Partners to be able to assign to their clients for completion.

Adult Basic Education/ Learning Link

Ruth Hawkins shared the following information:

Current Enrollment Numbers

- Target is 275
- Served 208 students since July 1, 2021
- 179 are fundable (12 hours)
- 71 Students have achieved their HSE Diploma through our prep classes and testing center (transitioned from CASAS to HiSET testing in July 2021).

RCBC is currently in the 5th week of an 8-week managed enrollment period.

The next 8-week managed enrollment period begins March 14.

There will be two additional enrollment periods before June 30.

RCBC's ABE Program will be relocating before the end of FY 22. The exact location has not been finalized. Anthony will provide an update after a decision is made. We are also exploring opportunities with community partners to increase accessibility options.

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Engage by Cell

Barbara Weir shared the following information:

- 20 individual pages have been created for Job Seekers under the Career Opportunities category of Guide by Cell.
- 18 individual pages were created under the Job Seeker Toolkit [of Guide by Cell]; to offer extra assistance to those in need.
- There are other categories, County, RCBC, Business Toolkit, etc., with many robust pages within each.
- Engage by Cell/Guide by Cell (mobile app) tool is very valuable to our customers; especially with the job blasts for CVS, Wawa, Amazon, Lockheed Martin. Added a cohort for WFNJ and ABE; received 10 new subscribers for WFNJ, nothing yet for ABE. Youth only have 14 subscribers – which I think should be higher since youth gaining their HSE need to be employed in order for their HSE to count as an earned credential for the program. This tool (EbC) can only enhance a customer’s job search.
- Connect with Engage by Cell for important notifications: or the program can provide me with a name and number so I can add them (this will give me the ability to send a direct message to specific group, per the program):
 - Text **WDB AJC** to **56512** (for AJC cohort)
 - Text **WDB ABE** to **56512** (for ABE cohort)
 - Text **WDB Youth** to **56512** (for Youth cohort)
 - Text **WDB WFNJ** to **56512** (for WFNJ cohort)
 - Text **WDB Careers** to **56512** (for Careers cohort)
 - Text **WDB RCBC** to **56512** (for RCBC cohort)
- Currently, we have 380 subscribers receiving blast from our Engage by Cell tool.
- We have posted over 260 open positions on the County Jobs Portal and send out blasts redirecting customers to the County Job Portal. Additionally, there are over 130 positions with the County.

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BC AJC Service Delivery Updates

Employment Services (Yvonne Payton)

Yvonne shared the following information: Her department continues to provide services to customers mostly “Virtually” and offer customers Zoom and MS Teams meeting options. In addition, they are providing the option for “in-person” customer service appointments on a case-by-case basis (they are averaging 1-2 “in-person” appointments per week). Yvonne stated that she hired one (1) staff and that in March 2022, she will be interviewing to fill a DVOP vacancy. She is also working on getting an approval to hire a couple of more Interviewers.

Training Services (Martin Nock)

Martin shared the following information: His department continues to provide services to customers “in-person” by appointment only. He mentioned that the expected uptick on the number of customers requesting WIOA training grants to obtain an “inDemand” certification and/or a license after the UI benefits expired on September 4th, 2021, has not happened. However, he has seen an increase in the number of customers who are interested in obtaining a medical certification and/or license, but are found to be ineligible for a WIOA grant due to their refusal to meet Covid-19 vaccination requirements to work in the medical field. Finally, he stated his department is down one (1) staff for the next couple of months.

DVR Services (Stacey Smith)

Stacey shared the following information: DVRS continues to provide services “virtually.” DVRS is down two (2) counselor positions and they currently have five (5) counselors. Stacey asked that if anyone comes across a customer that may benefit from DVR services to assist them in finding or maintaining a job, to please send her an email with the customer’s contact information to start the screening process to determine if the customer is eligible to receive DVR services.

Youth Services (Curtis Myers)

Curtis shared the following information:

Program Participation YTD: 80
Currently Participating: 69 (51 active and 18 follow-up)
January 2022 numbers: 7 new enrollments and 4 discharged

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AWNJ (Kinder Kaur):

Kinder shared the following information: America Works of NJ (AWNJ) Program provides employability services to recipients of TANF, GA, and SNAP benefits. America Works of New Jersey (AWNJ) provides job preparation, job skills training, and work habits training necessary to obtain job placement and a connection to the labor market and provide retention services. Programs and services are designed to not only improve employment achievement, but also provide intensive services, supports, and strategies that have a long-term impact on a participant's future as a member of both the community and the workforce.

AWNJ received 40 WFNJ referrals from the BCBSS and have contacted all of them either via call, text, or email (they have also sent flyers). Thus far, Awnj has enrolled 14 clients (2 clients employed) into the Awnj program. Awnj continues to provide both in-person and virtual services to clients. Awnj recently received 18 new referrals from the BCBSS and will be reaching out to them for enrollment. Awnj currently have the following staff: a Director, 2 Job Developers, 1 Case Manager, and 1 Outreach Coordinator. Awnj stated they are ready to handle an increase in WFNJ referrals from the BCBSS.

Finally, Awnj also assists SSI and SSDI individuals with job placements, retention services and Benefit planning services.

BCBSS (Lisa Timpson):

Lisa shared the following information: The Burlington County Board of Social Services (BCBSS) started sending Workfirst NJ (WFNJ) referrals to Awnj. Lisa also stated that starting on March 07, 2022 the WFNJ referrals ought to be enrolled into the Awnj program for "in-person" participation with an option for virtual participation. Kinder (AWNJ) asked Lisa if childcare and transportation costs would be covered for WFNJ referrals. Lisa stated that she spoke with Melissa Brown and she (Melissa) clarified that childcare services would be provided for in-person work participation and transportation reimbursements would be provided for both in-person and virtual for WFNJ clients who are referred and enrolled into the Awnj program.

Transitional Workforce Services (Jill Levitt):

Jill shared the following information: She is waiting on a date for the re-start of the GA 28 Day Program (TBD).

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Business Services (Craig Jez):

Craig shared the following information: He has been working on OJTs, leads, and targeted job matches. He also mentioned an uptick in virtual recruitments. Craig is available via email if someone needs more information.

Open Discussions (BC AJC Partners)

None.

Pending Actions

Jesus Arestirado will send an email reminder with the agenda, PowerPoint and any supporting documents to BC AJC partners, no later than one (1) week prior to the next BC Workforce Development System Oversight Committee Meeting scheduled for May 24th, 2022@ 9:30 am (via Zoom).

Meeting Adjourned

Jesus Arestirado thanked the meeting attendees and adjourned the meeting at 9:58 am.