

**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, FEBRUARY 6, 2024  
ZOOM MEETING**

NAME	ORGANIZATION	TRUSTEE MEMBER	COMMITTEE INFORMATION AND ATTENDANCE					
			1-Aug-23	5-Sep-23	3-Oct-23	8-Nov-23	5-Dec-23	2-Jan-24
Kalitan, Marilyn Chair	Kalitan Consulting	X	X	X	X	X	X	X
Beach, Patti	Goodwill		X	X	X			X
Chisolm, Victoria	Literacy Volunteers of America					X		
Cirri, Frank	Camden County One Stop	X	X		X			
D'amato, Greg	Pine Hill School District		X					
Dann, Carol	HopeWorks Camden							
Daunoras, Heidi	Pine Hill School District		X	X	X			X
Druce, Jennifer	Camden County Library							
Egrie, Gabrielle	Watermark Communities			X	X			
Fithian, Danielle	Goodwill							
Fugee, Antoinette	Cooper Healthcare							
Green, Aurella	Camden County College							
Hill, Dr. Lauren	Camden County College					X	X	
Johnstone, Brent	Fathers365			X				
Knopf, Dick	Marketing Professional Services			X	X		X	X
Mauro, Jennifer	Goodwill							
McKelvey, Christopher	Councilman, Clementon Borough			X	X		X	X
Norman, Tahja	Orchards Family Success Center							
Page-Sonrant, Jeanne	Dept. of Labor							
Petty-Ford, Shawneeq	HopeWorks Camden							
Robinson, Terrenny	Net America							
Rutzler, Eugene	Literacy Needs Assessment Intern							
Sinclair, Nidia	Camden County One-Stop							
Soira, Lizette	Orchards Family Success Center							
Staples, Akeiff	Fathers365			X				
Stewart, Queen	Volunteer UP							
Strobl, Holly	Councilwoman, Clementon Borough							
Thompson, Ryan	Trust Bank							
Young, Jennifer	Verizon		X	X		X	X	X
Willmann, Michael	WMSH		X	X	X	X	X	X
Gutbezahl, Maayan	WDB						X	X
Levitt, Alex	WDB		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 8:31 AM. Marlyn asked for a motion to approve the January 2, 2024, minutes. The motion was made by Dick Knopf and seconded by Chris McKelvey. By majority vote to the affirmative, the motion was carried, and the January 2, 2024 minutes were approved.

**LIST OF COMMITTEE PARTICIPANTS**

- Marlyn asked the committee members to send their contact information to her. She requested each participant include their name, email, phone number, position title, and organization. Maayan will collect the information and distribute it to the rest of the committee so that everyone can know each other and be able to contact each other if need be.

**INTRODUCTIONS**

- There were two new participants at the meeting. Marlyn asked them to introduce themselves. Aurella Green introduced herself as the new Acting Program Director for the Adult Basic Skills Program at Camden County College. She will be replacing Dr. Lauren Hill for a number of months, as Lauren is nearing her retirement date of March 1, 2024.
- Queen Stewart from Volunteer Up Legal Clinic in Camden joined the meeting at Debra



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Vaughn's invitation. The organization offers pro bono assistance with legal matters such as criminal expungements, driver license restorations and other legal issues.

- Marlyn informed her of the Youth Job/Resource Fair coming up on May 6<sup>th</sup> in Clementon, NJ. Chris McKelvey gave more details on the event. Queen said that she would like Volunteer Up to have a table at the event as a resource for residents.
- Marlyn explained to the meeting newcomers that the purpose of the Literacy Committee is to provide assistance to improve literacy in areas of the county with known deficiencies, highlight the services available at the One-Stop and its Learning Link, and share employment opportunities through job fairs. The committee successfully spearheaded the reopening of the closed library in Clementon.

## **COMMITTEE UPDATES**

### **Michael Willmann, WMSH**

- Michael provided information regarding the upcoming second South Jersey Non-Profit Summit. It's being hosted by the Non-Profit Center of Southern New Jersey, primarily sponsored by Holman and TD Bank. The first summit, 2 years ago, drew about 300 people.
  - The agenda for the event includes the unveiling of a 22,700 list of Non-Profit Organization (NPO) names across South Jersey. It will also involve a report on the state of philanthropy in South Jersey, and a report from the Center of Non-Profits on its most recent annual survey focusing on South Jersey respondents.
  - The event will be held at Rowan University in the Student Center Ballroom on March 12, 2024, at 8:00 AM – 12:45 PM. Tickets are \$50.00. The flyer to be circulated to the board and everyone on the Literacy Committee.

### **Dick Knopf, Marketing Professional Services**

- Dick commented about the frequent absenteeism of various members of the committee. Marlyn said she would speak with Jeff Swartz, WDB Executive Director, and find ways to get attendance to the meetings back up.
- On February 12<sup>th</sup>, Dick, Jeff and the mayor of Gibbsboro have an appointment to discuss opening the library there, which closed down during Covid.
- Dick inquired about organizations in south Jersey working exclusively with refugees and immigrants, noting that it may be a gap in literacy services for those individuals. Frank Cirri noted that JEVS has been focusing on working with those populations. Dr. Lauren Hill commented that at CCC and through the consortium, there has been a large increase in ESL participants who come from places that had not sought services before.

### **Carol Dann, Hopeworks**

- Carol inquired if hands-on activities will be planned for the upcoming Clementon youth job/resource fair, as they have been in the past. Marlyn reminded the committee that Carol led those activities in the past.
  - Hopeworks will have a table at the Clementon youth job/resource fair and will sponsor bookmarks as they have done in the past.

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- Carol mentioned that Townsend Press is generous with their books, and that they have several book series that they might be willing to make available for the event, including a young adult series, and one that is geared towards lower-level high school readers called the Blueford series. She said she will reach out to them to see if they might be interested. She also suggested that Berlin, NJ, where Townsend Press is located, may be a good place to hold an event in the future, especially since it is close to Gibbsboro.
  - Dick asked about Book Smiles coming to the event, and Marlyn explained that the organization would like to focus on schools, and will not be at the event, but that we have sourced books in the past from other places and could do so again this year.
  - Marlyn mentioned that PNC Banks has, in the past, provided bilingual activity books for kids which have been used in past events. She noticed the books were still available in a bank branch and will look into availability for the books for the upcoming event.

#### **Dr. Lauren Hill, Camden County College/Adult Basic Skills**

- Lauren shared that the Title Two report cards for the state of New Jersey came back. The report card grade went from a C in 2022 to a B in 2023 for Title Two for Adult Education Programming in New Jersey. As a consortium in Camden County, the grade was also upgraded from a C to a B.
- Lauren also shared that the Camden County College GED testing has resumed, and the testing site is at the Camden City campus. Registration for testing is done on the GED website.

#### **Patti Beach, Goodwill**

- Patti shared that the Stratford Goodwill location has reopened its GED testing. Patti is relocating from the Maple Shade location to the Stratford location.
- Goodwill has been approved for a grant through the One-Stop, where they will be servicing people for Community Work Experience Program (CWEP), Adult Basic Education (ABE) and GED, starting March 1, 2024.

#### **Frank Cirii, One-Stop & Learning Links Update**

- The One-Stop and the Workforce Development Board participated in a successful job fair on Friday, January 26<sup>th</sup> at the Cherry Hill Mall. Job fairs will be held on May 17<sup>th</sup> and September 13<sup>th</sup> at the Cherry Hill Mall.
- GED testing at the One-Stop is going well. In September 2023, there were 25 GED tests administered; 45 in October 2023; 56 in November 2023; 54 in December 2023; 23 in January, with a total of 203 year to date.
- Things have been going smoothly with Learning Link. There has been an increase in foot traffic at One-Stop with all the partners. The synergy with the Board of Social Services (BSS) and the One-Stop is also working out well, especially with the help of the transportation shuttle. The One-Stop is also getting better traffic due to an improved referral process with the Board. It works well to have everything in one location.



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## **VICE CHAIR DISCUSSION**

Marlyn Kalitan, Committee Chair

- Marlyn asked committee participants to let the committee know in the near future if they plan to attend the Clementon event, even if they can only make part of the event or help with set-up.
- A vice chair needs to be elected to the committee as soon as possible. Carol added that in the past, the chair and vice chair are associated with business partners rather than the providers. Marlyn verified that this is correct.
- Marlyn will not be available for the next Literacy Committee Meeting on March 5, 2024.

## **ADJOURNMENT**

Marlyn asked for a motion to adjourn. The motion was made by Michael Willmann and seconded by Chris McKelvey. By majority vote to the affirmative, the motion was carried, and the meeting adjourned at 9:12 AM.

## **NEXT MEETING**

A collaborative meeting of the committee chairs will take place on February 29<sup>th</sup> at 10:00 AM on Zoom to discuss the Clementon event.

The next Literacy Committee meeting will be held Tuesday, March 5, 2024, at 8:30 AM via Zoom. Meeting materials and Zoom conferencing information will be distributed prior to the meeting.

Submitted by:

Maayan Gutbezahl, Committee Coordinator