



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

Pathways to Literacy Committee Meeting Minutes December 2, 2025 BookSmiles/Pennsauken facility at 9:00AM

ATTENDANCE

NAME	ORGANIZATION	TRUSTEE	1/7/25	2/4/2025	3/4/2025	4/1/2025	5/6/2025	6/3/2025	7/1/2025	8/5/2025	9/2/2025	10/7/2025	11/6/2025	12/2/2025
Kalitan, Marlyn Chair	Kalitan Consulting	X	X	X	X	X	X	X	X	X	X	X	X	X
Abrams, Larry	BookSmiles			X	X	X	X	X						X
Willmann, Michael, Vice Chair	WMSH	X	X	X	X	X	X		X	X	X	X	X	X
Arreola, Enrique	Center for Family Services										X	X	X	X
Beach, Patti	Goodwill			X	X	X		X	X	X				
Chisolm, Victoria	Literacy Volunteers of America		X	X	X	X	X							
Cirii, Frank	Camden County One Stop	X		X	X	X		X	X	X	X	X		
Clark, Justin	Office of Adult Literacy (NJOL)		X	X	X	X		X	X	X	X	X	X	
Daunoras, Heidi	Education Consultant		X	X	X		X	X	X	X	X	X	X	
Donato, Carl	WDB Board Chair								X	X	X			
Rashawn Davis	Book Smiles				X									
Fithian, Danielle	Goodwill					X								
Floyd, Kwame	Teacher Apprenticeship Network		X	X										
Tiffany Probasco-Francis	Rowan University								X		X	X		X
Green, Aurella	Camden County College				X			X			X			
Knopf, Dick	Marketing Professional Services			X	X	X		X	X	X	X	X	X	X
Mauro, Jennifer	Goodwill	X	X	X	X	X		X	X	X	X	X	X	
McKelvey, Christopher	Councilman, Clementon Borough		X	X	X		X	X	X	X	X	X	X	X
Randall, Angela	Surviving in Strength		X	X				X	X	X		X	X	
Thompson, Ryan	MidPenn Bank	X		X										
Hamilton, Karen	BookSmiles											X		
Emily Loughlin	BookSmiles													X
	(Ctrl) *													
Michelle Rohan	WDB		X	X	X	X	X	X		X	X			
Richelle Hardison	WDB				X									
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X	X	X	X	X	X	X
Williams, Leslie	WDB													
Vaughn, Debra	WDB			X	X	X	X		X	X		X	X	X

Welcome & Approval Of Minutes

Marlyn Kalitan, Committee Chair, opened the meeting at 9:09 AM, and thanked Larry Abrams for hosting the meeting at BookSmiles. She asked for a motion to approve the minutes for the November 4, 2025 meeting. Motion was made by Michael Willmann, seconded by Jeffrey Swartz. Frank Cirii abstained. By a majority vote to the affirmative, the motion carried and the minutes were approved.

One Stop Update

Frank Cirii, Local Area Operations Director

Facility/Infrastructure Issues

- A partner (NCAR) requested a reduction to their office space due to budget cuts. The rental space is being offered for lease to another partner or other entity for approximately \$10,000/year, but there has been no interest. Frank will follow up with Eric and county counsel on legal/lease implications.

GED Testing

- GED testing is averaging 80 to 100 tests a month.
- There was another incident of a testing customer with a restricted cell phone.

WFNJ (WorkFirst NJ) and ABAWD (Able-Bodied Adults with Disabilities) Services

- New requirements for SNAP/TANF clients were effective on December 1st. Clients are required to be in a work, education or volunteer activity for 80 hours per month for 3 consecutive months that is



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properly documented by the Board of Social Services or One Stop staff. Noncompliance will result in ineligibility for assistance for 3 years.

- Approximately 7700 ABAWDs clients anticipated to come through the Board of Social Services with scheduled appointments and must be put into an activity (job search, education, work experience, volunteer, etc.) or they will lose services.
- There are ongoing efforts to secure flexible employment or volunteer activities through partnerships with local businesses and non-profits.

Security

- With the anticipated increase in customers at the Board of Social Services as waivers end and new assistance requirements begin, there will be an increase in presence of Sheriff officers.

Technology Systems

- A new dashboard requirement was announced by the state at GSETA. The One Stop's AOSOS system is outdated and unable to handle current data requirements. The new data entry requirements combined with the AOSOS system's limitations, are causing duplicate data entry and inaccurate reporting is likely to occur.

Book Smiles

Larry Abrams

- BookSmiles is relocating to a new, larger 14,000 square floor facility located at the Woodcrest exit on 295, right across from PATCO.
- There are now 8 full time staff members but the need for volunteers could be an opportunity for the One Stop's ABAWD customers to fulfill their new requirements.

Building Bridges Family Success Center

Enrique Arreola, Jr., Program Director

Building Bridges Family Success Center will host a holiday event on December 19th at Clementon Fire Hall (5pm to 8pm). The event will offer community resources, and will include:

- Book distribution for children and families
- Volunteer reading sessions with children
- Musical Performances by Overbrook High School
- An appearance by Santa

Workforce Development Board

Jeffrey S. Swartz, Executive Director

- The Local Plan modification draft was submitted at the end of October. It has been posted on the WDB website for public comment (none offered to date). There has been no response from the state.
- The WDBs of the southern counties (Burlington, Gloucester, Camden, Cumberland, Salem, Cape May) will meet to discuss work to prepare the regional local plan while waiting for technical assistance from the SETC (State Employment and Training Commission).
- The quarterly Board of Trustees meeting scheduled for December 17th, is in person at Camden County College/Blackwood. Breakfast will be served. Board members are asked to RSVP as quorum will be needed to complete business matters. Campus maps and parking passes will be emailed.

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Nonprofit Development Center of Southern NJ

Michael Willmann

- The NPDCSNJ has established an initiative based on 17 different needs assessments to generate ideas for improving nonprofits in South Jersey. Jeff is moderating one of these processes, focusing on identifying actionable, short-term, and scalable projects.
- Michael emphasized creating a “wish list” of specific, practical goals (such as ensuring every first grader in South Jersey has a book) and potential policy or regulatory changes, such as reinstating veterans as a priority group for certain benefits. He encouraged participants to propose both small, executable ideas and larger, long-term advocacy goals across key areas such as transportation, healthcare, mental health, substance use, and food security. The goal is to gather concrete, detailed suggestions that can lead to meaningful improvements and inform future advocacy efforts.

ADJOURNMENT

Marlyn asked for a motion to adjourn the meeting. Motion was made by Michael, seconded by Dick Knopf. By majority vote of the affirmative, the motion carried and the meeting adjourned at 9:54 AM. A book bank tour and discussion about Book Smiles with Larry Abrams followed the meeting.

The next Literacy Committee meeting will be held on January 6, 2026 at 9:00 AM on ZOOM.

The quarterly Board of Trustees meeting will be held at Camden County College/Blackwood Campus at Roosevelt Hall/Room 102 at 8:30 AM. Breakfast will be provided. Board members are asked to RSVP to ensure quorum.

Respectfully submitted by: Debra Vaughn, Executive Assistant