



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 June 3, 2025 via Zoom Minutes

Attendance

COMMITTEE INFORMATION AND ATTENDANCE								
NAME	ORGANIZATION	TRUSTEE	1/7/25	2/4/2025	3/4/2025	4/1/2025	5/6/2025	6/3/2025
Kalitan, Marlyn Chair	Kalitan Consulting	X	X	X	X	X	X	X
Abrams, Larry	BookSmiles			X	X	X	X	X
Willmann, Michael, Vice Chair	WMSH	X	X	X	X	X	X	
Allen, Mikala	One-Stop							
Beach, Patti	Goodwill			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
Clark, Justin	Office of Adult Literacy (NJDOLE)		X	X	X	X		X
Daunoras, Heidi	Education Consultant		X	X	X		X	X
Rashawn Davis	Book Smiles				X			
Fithian, Danielle	Goodwill					X		
Floyd, Kwame	Teacher Apprenticeship Network		X	X				
Fugee, Antoinette	Cooper Healthcare			X				
Green, Aurella	Camden County College				X			X
Knopf, Dick	Marketing Professional Services			X	X	X		X
Mauro, Jennifer	Goodwill	X	X	X	X	X		X
McKelvey, Christopher	Councilman, Clementon Borough		X	X	X		X	X
Sinclair, Nidia	Camden County One-Stop							
Randall, Angela			X	X				X
Thompson, Ryan	MidPenn Bank	X		X				
Michelle Rohan	WDB		X	X	X	X	X	X
Richelle Harbinson	WDB				X			
Swartz, Jeffrey S.	WDB		X	X	X	X	X	X
Williams, Leslie	WDB							
Vaughn, Debra	WDB			X	X	X	X	

Welcome & Approval of the Minutes

Marlyn Kalitan, Literacy Chair, opened the meeting at 8:34am. She asked for a motion to approve May 6, 2025 minutes. A motion was made by Richard Knopf and seconded by Chris McKelvey. By a majority vote to the affirmative, the motion carried, and the minutes were approved.

Summary

One-Stop Center Budget Update

Frank provided an update on the One-Stop Center, highlighting several pending issues. They are awaiting official information on budgets from the State and Federal levels, with no word yet on their SNAP/TANF money extension or the digital literacy grant application. Frank expressed concern about proposed budget cuts in the SNAP/TANF realm but remains hopeful that their funding will remain at the same level.

Library Outreach and Community Events

Frank provided an update on various library activities and outreach efforts. A Parks guide featuring the library has been distributed to Camden County residents, with a QR code linking to library services. The library is participating in numerous county events and concerts. GED testing



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

continues with an average of 45 tests per month. An in-person job fair is scheduled for September 12th from 10 AM to 2 PM at the Cherry Hill Mall. Richard inquired about having a library booth at county park events, to which Frank confirmed they often have booths or information available at these events.

Enhancing Client Service Accessibility

Frank discussed the availability of unemployment phones at their location, emphasizing the importance of in-person services for those with literacy barriers or limited digital access. He advocated for more personal, hands-on assistance across departments to better serve clients who may be intimidated by digital processes. Marlyn and Richard inquired about advertising efforts, with Frank confirming that ads are being placed on public transportation to reach their target audience.

October Disability Awareness Community Event

The committee discussed plans for a joint event in October, coinciding with National Disability Month. Jeffrey shared that Carl wants to bring together resources from multiple committees to promote services for residents. The event is envisioned as a fun, community-oriented gathering with various activities and services, including music, health screenings, and career assistance. Marlyn read a list of potential features for the event. The group discussed possible venues and considerations, with Heidi suggesting the Pine Hill Community Center as a potential location.

Book Distribution and Literacy Initiatives

Heidi and Larry discussed the importance of promoting literacy and distributing books to families, especially those facing barriers. They emphasized the need for educating parents about the importance of reading without making them feel ashamed. Larry suggested that the committee could aim to distribute a measurable number of books, such as 30,000 per quarter, to various communities in Camden County. He also proposed collaborating with libraries and teachers to amplify book distribution efforts and replace scholastic book fairs with Book Smiles book fairs.

National Night Out Event Planning

The committee discussed plans for National Night Out events in various towns. Jeffrey confirmed they will attend events in Pine Hill, Clementon, and Cherry Hill, offering to distribute books at their tables. Michelle provided specific dates and staff assignments for each location. Richard expressed interest in attending the Pine Hill event, and committee members were invited to join and volunteer at these community gatherings.

Quarterly Event and Officer Elections

Jeffrey announced the upcoming quarterly event on the 18th of June at Camden County College, featuring presentations by Rashawn Davis and Heidi Daunoras. He emphasized the importance of board members attending for the election of officers and ensuring a quorum. Jeffrey requested background information on Rashawn and Heidi for introductions at the event.

Budget Delays and Youth Program Updates

Jeffrey expressed frustration about the delay in budget allocations, which hinders planning for the upcoming fiscal year. He then mentioned his upcoming speech at the Camden County College

Adult Basic Skills Graduation. Michelle provided an update on the Summer Youth Work Experience Program, reporting that 100 interns have been accepted and placed with various employers throughout Camden County. The program includes a work readiness week at Camden County College's Cherry Hill campus, covering topics such as networking, personal branding, and digital



WORKFORCE DEVELOPMENT BOARD

Supporting the Development and Retention of a World Class Workforce

Jeffrey S. Swartz, Executive Director

Carl A. Donato Jr., Chair

literacy.

Clementon Development and Library Update

Christopher provided an update on developments in Clementon. The library was still being worked out, while the pickleball and basketball courts behind it have opened and are attracting many people. There are plans to potentially build a preschool pending council approval with a two-third vote. Christopher also mentioned that the mayor wants to allow elementary school children to come to the library and pick books, which they plan to donate.

Title 2 Grant Budget Revisions

Justin informed the committee that Title 2 grantees received estimated award notifications yesterday and will need to revise their budgets quickly. He acknowledged concerns about federal grant money and staffing and offered to answer specific questions via email. Christopher added that many of their connections in the Department of Labor in DC have resigned, which may slow down or complicate processes. The meeting concluded with a reminder that the next meeting will be in July.

Next steps

- [Frank to continue monitoring budget allocation status with state and federal authorities](#)
- [Larry to send background information on Rashawn to Michelle and Heidi for quarterly event](#)
- [Heidi to send Mark Mancinelli's contact information to Larry for curriculum directors roundtable](#)
- [Jeff to contact Carmen Rodriguez regarding potential superintendent presentation opportunity](#)
- [Jeff to investigate Mayor's association contact opportunities for Larry](#)
- [Michelle to provide list of employers hosting summer youth interns](#)

Adjournment

Marlyn asked for a motion to adjourn the meeting. The motion was made by Heidi Daunoras and seconded by Chris McKelvey. By majority vote of the affirmative, the motion was carried, and the meeting adjourned at 9:19am.

Respectfully submitted by: Michelle Rohan, Committee Coordinator