



County of Mercer Workforce Development Board

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Virgen Velez
Acting Director

Brian M. Hughes
County Executive

Keith Secrest
Chairperson

WDB Literacy Committee ♦ Chairperson: Peg Gould

August 3, 2022 ♦ 9:30 a.m. (Zoom) ♦ Meeting Minutes

In Attendance

Peg Gould (MCCC), **Lori Johansson** (Center for Community Engagement), **Keith Secrest** (WDB Chair)
WDB /One Stop Staff: Virgen Velez, Maribel Duarte

Welcome & Introductions

Peg Gould opened the meeting and welcomed the group. Introductions were made.

Review and Approval of June 2, 2022 Meeting Minutes

- Keith Secrest made a motion and Lori Johansson seconded the motion to accept the minutes
- Minutes were approved

Early Mercer Reads – Outcomes

- There were 24 video submissions and over 115 views
- We hope to plan for an in-person event next year, and perhaps a hybrid presentation
- It was recommended to keep June as the new EMR month with the kickoff being the Readers returning to the Centers – followed by the availability of the video recordings throughout the month
- Librarians will be asked to keep abreast of publishing restrictions and begin to obtain permission in December
- Discussions can start early next year (Jan/Feb)
- The MC Library System was very helpful; many librarians submitted videos
 - We will ask the libraries to host an “EMR Video” day on a weekly basis on-site in the Children’s Dept.

Adult Education & Family Literacy Week

- It will occur the week of September 19th - 23rd
- September is *National Workforce Celebration Month*
- We will reach out the County’s Communications department to see how we can help to promote this including the possibility of a proclamation
- Last year, a flyer was developed for the Working Learning Link
 - It can be reviewed and revised as needed – the Consortium Partners will be asked if they can be added

The MC One Stop is hosting a *career/job fair* in October; MCCC and others will be invited to attend to share information on their training offerings.

Programs Update

WLL (Workforce Learning Link)

- Funding was cut by half of last year's allocations
- Additional allocation may become available
- Last year 25 individuals were served
- We hope marketing efforts will attract more individuals to reach and surpass our stated goal LOS of 44
- Funding for PY 23 of the WLL is uncertain

Title II Consortium

- The partners remain the same – Mercer Street Friends, YWCA of Princeton, Literacy NJ Mercer County Programs, and MCCC as the lead agency
- As a special initiative, mini grants were offered to all Consortium members in NJ to purchase laptops to assist with virtual education
- MCCC is offering a 9-hour professional development around holistic education, community building, mindfulness, mental health issues as it relates to students in the classroom
 - A separate session will be held for mental health as it relates to staff
- An update of the PD sessions will be provided at the next meeting
- MCCC is running a Soft Skills education program, as part of its HSE classes
 - Curriculum (funded through Title II) will help students learn about time management, personal hygiene, personal appearance, diction and on-line visual presentation, work participation (showing your best self)
- Peg stated it would be beneficial for the OS to make regular (monthly) presentations of their offerings (training and job search) at the HSE classes, to inform them of opportunities they can receive post HSE attainment
- Peg questioned if there were any assessments to measure soft skills attainment
 - Virgen will ask other counties if they are using any assessment tools
- ESL programs are well-populated; increase in refugee students
 - MCCC ESL Department was recognized by the State for its efforts
- Many ESL students seek to obtain 3rd shift work, to avoid interference with their classes

Announcements/Events

- MCCC is having more publications about department offerings
- On-line registration systems are being updated to allow students to handle their own registration portals; allows for automatic attendance tracking; absent status will prompt the system to contact the students

Meeting Adjournment

Peg made the motion to adjourn the meeting; seconded by Keith Secret. Meeting was adjourned at 10:25 a.m.

PY '22 Meeting Dates:

1st Wednesday bi-monthly ♦ 9:30 a.m.

October 5, 2022

February 1, 2023

December 1, 2022

April 5, 2023

June 1, 2023