



## County of Mercer Workforce Development Board

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Virgen Velez  
Acting Director

Brian M. Hughes  
County Executive

Keith Secrest  
Chairperson

### WDB Advanced Manufacturing Committee ♦ Chairperson: Scott Needham

September 11, 2023 ♦ 2:00 p.m. (Via Zoom) ♦ Meeting Minutes

#### In Attendance:

**Scott Needham** (Princeton Air), **Larry Banks** (NJMEP), **Susan Conrad** (MCTS), **Alan Munford** (MCTS), **Dr. Laura Sosa** (MCCC), **Pete Tindall** (Homasote)

*Staff:* Virgen Velez

#### Welcome

Chairperson Scott Needham welcomed the group.

#### Review/Approval of Meeting Minutes for May 8, 2023

Motion was made by Scott Needham and seconded by Larry Banks. Motion passed and minutes were approved. The meeting initially scheduled for July 10 was cancelled due to summer hiatus.

#### Update: MC One Stop Activities – Virgen Velez

##### Summer Youth Jobs Connection

- Closing ceremony was held on 9/1/23; Virgen thanked Keith Secrest and Scott Needham for attending
- 133 youth started the program; approximately 50 employers provided meaningful work experience
- The OS will identify youth that are not returning to school to determine what services they can enroll in – occupational training, extended internship, etc.

##### Job & Career Fair / October 25, 2023 (3:30 p.m. – 6:00 p.m.) \*Tentative

- Event will include career information and employment opportunities
  - Training providers (15%) will be asked to attend, along with employers (80%); Resource agencies (5%) will also be in attendance (ie. County Energy Assistance)
- Event will be held at Cure Arena

Funding is available for incumbent workers (current workers that can benefit from upskilling). Larry Banks stated NJMEP has training content for incumbent workers. NJMEP also have OSHA30 and OSHA10 training; mandated in-class training.

### **Update: MCCC – Dr. Laura Sosa, Interim Dean – Credit & Non-credit programming**

Enrollment at the college is up 11% vs. last year. Michael Hanna resigned and is now teaching at NYU.

Courses for TCHS students are tentatively scheduled to resume in the Spring 2024. A new instructor will be hired. An agreement was signed between TCHS and MCCC to ensure students receive the proper college credits.

### **Update: NJMEP Activities – Larry Banks**

*Makers and Creators Tour* - Goal is to visit 21 schools in 21 counties to bring them the experience of advanced manufacturing concepts (3-D printers, virtual reality, robotics, training recreational vehicle)

*Manufacturing Day* will be on 10/6/23 (statewide event) at I-Play America in Freehold, NJ.

Hiring new instructors to lead courses.

A new NJMEP office will be opening in Glassboro. The two others are located in Cedar Knolls and Bellmawr.

Looking to network with as many advanced manufacturing companies as possible to understand what their on-boarding looks like in order to incorporate information into preparing students to interview.

### **PY 2023 Goals**

\*A draft copy of the goals was emailed to members.

A local plan had to be submitted, covering 2023-2026.

Discussion regarding goals:

- Question was raised if a member should be designated to focus on recruitment
- Suggestion was made to reach out to associations
- Suggestion was made to reach out to local politicians
- The frequency of meetings can be changed to meet needs of potential new members; maybe quarterly as opposed to bi-monthly
- How can the Central Jersey Partners (Middlesex, Mercer, Monmouth, Ocean) share info, especially since many of the activities align across counties?
  - Hosting a Business Advisory summit
  - Participate in regional surveys and focus groups (virtual)
  - Work with regional business teams to share best practices
- Rely more on social media to share information; also setup texting distribution
- Educate staff in current Labor Market Information in order form them to be more informed when speaking with customers

This Goal document should be a “living document” and reviewed at least on a quarterly basis.

It was suggested reaching out to military sectors to assist members transition back into civilian employment.

It was suggested to invite MCCC non-credit staff to this committee meeting.

**Announcements/Events - Members**

NJ Industry Partnership: Jim Harris is the new contact person.

NJMEP Apprenticeship Week will occur in October; this is a national occurrence.

**Meeting Adjournment**

Meeting adjourned at 2:58 p.m.

**PY 2023 Meeting Dates:** 2<sup>nd</sup> Monday on bi-monthly basis 2:00 – 3:00 p.m.

**November 13, 2023**

**January 8, 2024**

**March 11, 2024**

**May 13, 2024**