



Joint Newark and Essex County

Literacy Committee/ Workforce Investment Board Essex County College May 13, 2019

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| <i>Barcelos, Cristhian</i> | NCC | <i>Schaeffer, Janine</i> | ECWDB |
| <i>Beckford, Jasmyne</i> | NWDB | <i>Sternstein, Lynn</i> | JVS |
| <i>Carvajal, Allyson</i> | LWD | <i>Vera, Ana L.</i> | FOCUS |
| <i>Celestin, Judith</i> | ECC | <i>Weiss, Howard</i> | ECWDB |
| <i>Fischer, Nancy</i> | JVS-ret. | <i>Wright, Tanya</i> | ECC |
| <i>Mirda, Betty</i> | DEDTE-EC | | |

Welcome

Lynn Sternstein opened the meeting with introductions.

Minutes from the March meeting were approved.

One-Stop Update

Howard stated that we are working on the update to the local plan and will send out the section that pertains to the Literacy Committee as soon as it is complete.

Testing Update:

Lynn stated that the state has now mandated that everyone use CASAS. There is a need to discuss the transition to CASAS. Most will be moving to an on-line test. Judy stated that they are considering having people be available for training/troubleshooting and she might be the one providing that in the North. Judy stated that there are some quirky things with the test like it doesn't go directly to the next module after one is completed you need to find it. Cristhian Barcelos stated that he is almost complete with the set up the only thing left is to get the proctors certified. He verified that it is not user friendly and that there are two (2) different websites one to administer and one to take the test. Judy thinks that once every one is up and running it is better than TABE.

Judy also stated that she is working with some schools and they have not received documentation stating that they have been approved yet. Once that is received then they can send it to their board's in order to purchase the tests. Howard stated that they have not received the allocation yet. Judy stated that although it has not been released yet in the past they have given the budget.

Lynn stated that CASAS didn't want to work with the state but individual agencies and made the bulk pricing available to everyone.

Betty stated that Julius is the one that needs to handle the PO that she can't do that part of it. Howard said he will talk to him and Purchasing in order to make sure that happens as soon as possible. Betty stated that the room has been redone with new furniture and computers. Judy told Betty to order it with the order form and attach to the PO in order to get the lowest rate. Betty stated that there will need to be distinctions made according to how to bill for the test.

There was discussion about what happens after July 1st regarding people who were pretested with TABE. So there was a decision that you can keep testing with TABE through the fall for those people who were pretested

in TABE. Betty stated that TANF and GA clients that go to JVS are still being TABE tested. After July 1st you can no longer do the pre-test in TABE.

Howard asked if the vocational training schools have been made aware of the change to the testing. Allyson stated you should state it in the vendor meetings. Howard reiterated that Howard Miller needs to send a letter out to everyone on the ETPL informing them of the change. Allyson asked what are you doing and Howard stated nothing because it's a state issue. Everyone agreed that the letter needs to come from the state.

Consortium Update:

Judy stated that the grant has not been released and they don't know allocations as of yet. As soon as its made available she will be emailing everyone, including Howard. In the past she has had as little as two (2) weeks to turn it around. Its taking a while for a "continuation grant." Howard stated it is a new administration and they are reviewing everything thoroughly. She stated that she participated in an IET review at NJALL. There is a concern that "Serve Safe" is no longer available. She also stated that other states are doing pre-activities for IETs and CPR would qualify for that. Finally, at the last Directors meeting they are still talking about getting everyone together in one room. There is construction of a new building and the next meeting might be a conference call.

HSE Update

There was discussion that the both CASAS and TABE convert to a scale number and both have walked away from a grade level. A grade equivalent goes into AOSOS.

Betty said that the number of people coming in from the outside has dropped off and the test has increased in difficulty level. The kids in high school should immediately take the test because they have a much better chance of passing it. Betty stated that she had a ninth grader come in and pass the test. There was discussion that the half way houses are only giving the locator.

Cristhian stated that going forward we need to make sure a client isn't retested when they end up at a different agency. If the student has a valid test then it should follow the student. Howard stated he will include that in the plan. Betty stated that she has been told not to give a handout to the students of the TABE test results because it wasn't included in the RFP. Cristhian stated that the referral form has everything that is needed, the date and scaled score. Lynn stated that it would not state which level test was given and it makes a difference on the post test. Judy stated that it specifically states on the referral form that they are supposed to get a copy of the TABE printout. Lynn states that the counselors used to go over the scores and what that meant with the client but not anymore. Lynn stated that she is not getting the same thing that she used to get under WIOA. Betty stated that Russ Zimmerman is retiring at the end of June and Rodney will be taking over slot management. Also, Betty stated that Windows 10 is needed for the administration of the test but not for taking the test.

NJALL Update

Cristhian stated that they distributed post-cards to send to representatives regarding the lack of funding for literacy. Howard stated there must be some data behind it. Nancy stated there are one pagers with that information. There is a big difference between the number of people that need literacy training and those that seek it out. Much of the instruction has decreased to only ten (10) hours a week because there is only Title II funding available.

Adjournment

There being no further business the Literacy meeting was adjourned at 12:02 pm.

Respectfully submitted by
Janine Schaeffer

Next Meeting Date: July 8th, 2019, Essex County College