



Workforce Development Board
County of Middlesex

Operations and Planning Committee Minutes

December 10, 2020

Present: Lisa Balewitz, Elizabeth Conte, Yarelis Figueroa, Sherri Goldberg, Jennifer Goodin, Deborah Hurley, Ruth Lapidow, Poo Lin, Elizabeth Medina, Miriam Maldonado, John Miller, Tracey Montani, Nancy Musco, Eileen O'Donnell, Miriam Ruiz, Silvia Saa, Sabrina Sullivan, Gwendolyn Wiggins, Anthea Williams.

Staff/Guests: Hilda Alonso, Sandra Ciccone, Jasmina Dizdarevic, Shamara Gatling-Davila, Barbara Heyward, Kevin Kurdziel, Lori Miranda, Diane Seavers and Martin Schamberger

1. **Welcome and Introductions** Martin Schamberger
 - a. Martin opened the meeting by introducing himself and asking everyone to introduce themselves.
2. **Approval of Minutes from September 24, 2020 Meeting**..... Martin Schamberger
 - a. Tracey made the motion to approve and Diane seconded.
3. **Update: Middlesex County Workforce Development Board**..... Kevin Kurdziel
 - a. The Middlesex County Workforce Development Board's priority for 2021 is to finish updating the Bylaws.
 - b. The WDB committee structures are under review as well. Memberships will be updated to fall within the revised Bylaws.
 - c. The Middlesex County Office of Career Opportunity has completed the One Stop Operator procurement process. Middlesex County College submitted a proposal and after review were awarded the contract. The scope of work has changed and in addition to the work Martin currently does, the One Stop Operator will also assist and coordinate the provision of virtual services. Virtual services will continue, not only due to COVID-19, but this is a trend that allows the office to service even more Middlesex residents.
 - d. Diane thanked Sherri Goldberg and Nancy Musco for being proposal reviewers for the One-Stop Operator process. This was their first time reviewing a proposal and the Middlesex County Office of Career Opportunity would like to thank them.
 - e. On January 1, 2021, the term Freeholder will no longer be used. Commissioner will be used instead.
 - e. The Workforce Development Board is waiting on an update from IRS regarding the 501c3. Once the board has 501c3 status, we will have the flexibility to apply for additional funding.
 - f. The board is also recruiting for new board members. All Board meetings will be held virtually until further notice. For more information on the WDB please visit www.MCWDB.org
 - g. Back in October, Governor Murphy mentioned \$6million in CARES ACT Funding to split among NJ One Stop Career Centers. Middlesex County and other One-Stop Career Centers decided to decline the funding since a Freeholder Meeting, which is required to insert more money into the budget, could not take place in time and the One-Stop's inability to spend the money by December.
4. **Presentation: Apprenticeship Programs at MCC**..... Lisa Haskins/John Miller
 - a. The term "advanced manufacturing" is often used to describe products or processes that utilize technological advances to enhance the way we make the things.
 - b. Demand Occupation:
 - Industry projected to grow 9 percent by 2026
 - 2.8 million manufacturing workers are retiring (55-years or older)

- Manufacturing companies will need technicians to design, monitor, and operate production systems
- As technology continues to increase in the world of manufacturing, so does the need for individuals to manage this technology
- This industry-driven training model combines work-based learning with classroom instruction using the highest industry standards.
- Apprenticeships offer alternative paths to job skills. They incorporate on-the-job learning, allowing you to gain practical job experience.
- Earn while you learn! As you gain more skills you'll see an increase in both- pay and responsibility.
 - Start the path towards a rewarding career.
 - "College Without the Debt"
- The U.S. Bureau of Labor Statistics (BLS) projects occupations that utilize apprenticeships to grow at faster than the average for all occupations through 2028.
- 91% of apprenticeship program participants are likely to remain employed with a company after their training program ends.
- 78% of employers that hired an apprentice reported improved productivity.
- 92% of apprentices felt their apprenticeship had a positive impact on their career.
- 83% of Americans support increased government funding to support apprenticeships.
- Apprenticeship opportunities have increased 42% since 2015.
- Average starting salary for apprentices is \$50,000, while earning the equivalent of a 2 to 4 year college degree.
- Basic Requirements: 18-years or older, valid driver's license/ State ID, drug screening (for safety reasons), High School Diploma/ High School Equivalency (HSE), On-the-job training, Industry recognized credentials
- **Info Sessions**- When: Every month on the Second Tuesday Time: 10:00 AM Eastern Time.
- **Pre-Apprenticeship Boot Camp**

This is a self-paced program. The online curriculum can be accessed 24/7 from any computer with Internet access. This program will prepare students for future advanced trainings. Core Courses: Basics of Manufacturing, Shop Rules, Safety (OSHA), Product Quality, Units of Measurements, Math Fundamentals, Troubleshooting of Mechanical Systems

c. NJ HealthWorks Grant

- USDOLETA Scaling Apprenticeships Through Sector Based Strategies
- Apprenticeship is an industry-driven, high-quality career pathway, where employers can develop and prepare their future workforce, and individuals can obtain paid work experience, and a portable, nationally-recognized credential.
 - Paid Job - Apprentices are paid employees
 - On-the-Job Learning- Develops skilled workers through structured learning in a work setting
 - Classroom Learning - Improves job-related skills through academics
 - Mentorship - Provides support, where students receive individualized, hands-on training
 - Credentials - Offers nationally recognized credentials
 - Classroom Study: As part of the NJ Healthworks Grant Apprenticeship Program, students will attend class(es), either virtually or in-person. These lecture sessions will provide the academic learning portion of the total learning experience.
- OJL – Mentorship: Once apprentices begin their OJT, they will be assigned to mentors who are currently employed by the apprenticeship sponsor. Students are expected to attain required competencies.

- d. Current and Future Apprenticeships:
 - CNA – Certified Nursing Assistant
 - CHW – Community Health Worker
 - PCT – Patient Care Technician
 - PT – Pharmacy Technician
 - The programs that will be starting soon are:
 - Certified Medical Assistant, and
 - Medical Billing and Coding.
- e. Essentially **everyone** is eligible but there are some individuals who may qualify for assistance to help pay for their program such as those who are:
 - Unemployed
 - Low-income employees
 - The disabled and those with other special categories.
 - The Success Coach will meet with students to gage the interest, and determine the probability of the student successfully completing the program
 - Student may be asked to take a basic math skills test
 - The Success Coach will assist students with enrollment, selecting an apprenticeship, and developing an Individual Career Plan. The Success Coaches will also provide tutoring, peer support, and practice testing, to students who may need assistance and/or motivation.
- f. Allied Health Pre-Apprenticeship Boot Camp CEU 4.5 ONLINE
 - As part of Middlesex County College’s Department of Labor HealthWorks Grant on apprenticeships, students who want to prepare for Allied Health programs should register for this course. Topics include an introduction to health careers, medical terminology, medical math, CPR, along with communication skills, test-taking strategies, study skills, time management, resume writing and ethical, legal and HIPPA responsibilities.
Monday – Friday 9:00 a.m. – 12 noon. 15 sessions 45 hours
11/30 – 12/18/2020
2/1 – 2/19/2020

5. **Old Business**.....
None

6. **New Business: One-Stop Operator Update**.....Martin Schamberger/Diane Seavers

- a. J&J has Has put out a grant for New Brunswick residents only. Marketing materials were requested to advertise to eligible New Brunswick residents. The grant is geared towards the Medical Assistant, Phlebotomy Technician and Community Health Worker Program.
- b. Due to COVID-19 and upcoming vaccinations, CVS is hiring for Pharmacy Technicians.
- c. Middlesex County College is changing the name to Middlesex College as of January 1, 2021. The color and logo will change in the future as well.

7. **Networking/Adjournment**Martin Schamberger/Diane Seavers
a. Meeting Adjourned

NEXT MEETING: THURSDAY, MARCH 25, 2021 – 1:30PM

Via Zoom Via Conference

