

**Southern Maryland Workforce Investment Board
Tri-County Council for Southern Maryland
Waldorf, MD
September 10, 2015**

Minutes

Members Present: Mike Benton, Darlene Breck, Doris Cammack-Spencer, Debra Clark, Stacey Cook, Alan Crawley, Robin Cullers, John Hartline, Marcia Keeth, Todd Leitch, Christi Lombardi, Edie McGreevy, Daniel Mosser, Francisco Kuidlan, Cheri Swailes, Kelly Williams, Carrie Willmore, Stephanie Witte, Therese Wolf, Todd Morgan

Members Absent: Brianna Bowling, Ben Bryan, Laurel James, Cindy Rauner, Bill Scarafia, Raveen Taylor, James Yuhase,

Staff Present: Ruthy Davis, Michelle DeSoto, Lindsey Almond, Melinda Bowling, Pam Wilkerson, Shalaunda Jefferson, Leonard Greene, Melody Allen

Mission Moment Guests: William Nelson and Ian Goodge

CALL TO ORDER

The meeting was called to order at 8:02 am by Mike Benton, Chairman

WELCOME

Mike Benton, Chairman, opened the meeting with an acknowledgment of the attendees and a welcome to the first WIOA-compliant Southern Maryland Workforce Development Board (Board) Meeting.

MISSION MOMENT

William Nelson and Ian Goodge spoke about their experience in the Youth Summer Employment program. Their customer service jobs were their first work experiences, and they each expressed gratitude that the program stressed workplace etiquette. Both agreed the youth program has prepared them for the workplace.

CLEO WELCOME

Workforce Development Board Chief Local Elected Official, Todd Morgan, thanked the new board members for their willingness to contribute their time and expertise to the efforts of this critical Board.

INTRODUCTIONS

Board members introduced themselves and spoke briefly about their individual workforce challenges. Staff present were also introduced.

APPOINTMENT OF OFFICERS

A slate of officer nominees was presented and Board members were asked to add other nominees. None were added. A motion to approve the slate as presented was made by Doris Cammack-Spencer, seconded by Alan Crawley and carried.

Board Officers:

- Chair: Mike Benton
- Vice Chair: Darlene Breck
- Secretary: Kelly Williams

CHAIR'S VISION FOR THE BOARD

Mike Benton stressed that collaboration will be key to the success of the Board. Communication amongst members and their colleagues and acquaintances will be vital to identifying priority occupational skill trainings, and it will take every board member to make contributions.

Board members reviewed and signed the Conflict of Interest Policy and received the schedule of 2015-2016 meetings.

The following are the designated Standing Committees approved by the Executive Committee:

- Executive Committee
- Youth Committee
- Business Committee
- Disabilities (ADA) Committee

The Board will be required to create a new 4-yr Strategic Plan, based on needs of local business and industry.

SOUTHERN MARYLAND JOBSOURCE “101”

- The Southern Maryland JobSource organizational chart was reviewed with the Board, and brief descriptions of the functions of different staff members were provided by Ruthy Davis.
- The three JobSource bricks and mortar career centers, formerly referred to as “One-Stops” are now “American Job Centers.”

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) “101”

WIOA supersedes the Workforce Investment Act (WIA) of 1998 and “marries” four federal programs that engage in education and training activities – the former WIA, Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973. All will now have common measures. The framework of WIOA encompasses the following strategies:

- Engage Employers
- Earn and Learn – On-the-Job Training (OJT). 20% of youth funds will go towards workplace training
- Smart Choices – base training decisions on local labor market information and data
- Measuring Matters – based on outcomes
- Stepping Stones – develop viable career pathways.
- Opening Doors – inclusion – universal access to services to all, including those with barriers
- Regional Partnerships – working together regionally where it makes sense

DISCUSSIONS

Doris Spencer brought up the need for better outreach efforts to help get the word out regarding the services of Southern Maryland JobSource in order to better serve the community

Francisco Kuidlan asked if there are any set goals for the board to achieve – a strategy for identifying skills sets needed in the ever changing job market. Ruthy indicated that the Board would be setting those strategies in the development of the four year local plan.

Todd Leitch stated that his company does all of their own trainings. Soft skills are lacking in the industry. Other Board members agreed that soft skills are an issue.

Transportation needs were discussed. There is a substantial need for drivers with CDL licenses for manufacturing and construction jobs.

Debra Clark stated that the trades need to be advocated for in K-12 education, and that apprenticeship programs need to be developed for young adults.

Francisco Kuidlan also mentioned that his company currently has the management team, but needs to upskill the workers to create better succession plans.

PUBLIC COMMENT

No Public Comments

Next meeting of the Board is scheduled for December 10, 2015. A St. Mary's County location is TBD.

The meeting was adjourned at 9:58 a.m.