

**Southern Maryland Workforce Development Board Meeting
Via Microsoft TEAMS Meeting
March 11, 2021**

Minutes

Members Present: Kelly Williams, Robin Cullers, Marcia Keeth, Suzie Miller, Patti Meszaros, Marcia Chase, Marcia Chase, Pennie Drinkard, Dr. Riche Fleming, Michael Ghosh, Tracy Latham, Christy Lombardi, Brian Miller, Cindy Rauner, Doris Cammack-Spencer, Stephanie Witte, Michael Young

Members Absent: Michelle Nicholson, Stacey Cook, Alan Crawley, Seth Erlin, Dr. Maureen Murphy, Mike Scott

Guests Present: Ken Lemberg-Governor's Workforce Development Board, Michael DiGiacomo, Governor's Workforce Investment Board, Mary Ann Lawrence, PowerNotes, LLC

Staff Present: Ruthy Davis, Melinda Bowling, Belinda Denton, Sandy Faucheux, John Hartline, Greg Holtz, Ashley Raley

CALL TO ORDER

The meeting was called to order at 9:02 am by Kelly Williams, Vice Chair.

WELCOME AND ROLL CALL

Kelly opened the meeting with a warm welcome and acknowledgement of attendees.

MISSION MOMENT

Ashley Raley introduced a success story involving an Adult WIOA participant who was previously in the Re-Entry Program. A video testimony from the participant who has successfully gained employment with a local moving company was shared. Greg Holtz introduced a video testimony from a youth participant who had great success in the Summer Youth Program.

BUSINESS

- A quorum was established.
- A motion to approve the minutes from the December 10, 2020, meeting was made by Christy Lombardi, was seconded by Marcia Keeth, and carried.
- A motion to approve the consent agenda documents was made by Robin Cullers, seconded by Suzie Miller, and carried.

REVIEW OF INTEGRATED LOCAL PLAN 2020-2024

Mary Ann Lawrence, CEO-PowerNotes, LLC, who was contracted to provide technical assistance for the update of the Integrated Local Plan presented a summary of the updates.

APPROVAL OF INTEGRATED LOCAL PLAN 2020-2024

A motion to approve the Integrated Local Plan as presented to the board was made by Marcia Keeth, was seconded by Patti Meszaros and carried.

COMMITTEE REPORTS

Patricia Meszaros, Chair of Youth & Young Adult Advisory Committee

Patricia reported on the following initiatives:

- Creating a small resource mapping of partners as a guide
- TCCSMD Youth Program continues to provide services on a virtual basis.
- Partnering with Julie Mashino with Calvert County to provide a Spring Youth Program to provide the “14 Elements” platform to 14 youth.
- CSM continues to offer programs virtually with steady attendance.

Marcia Keeth, Chair of Business Engagement Network

Marcia reported on the following initiatives:

- 2 committees have merged to create the Business Engagement Network-previously the Integrated Business Network and the Business Engagement Committee
- Gathering resource information from all members - currently 20 organizations working with businesses
- Creating an asset map website to showcase organizations businesses can contact for resources.

Suzie Miller, Chair of Special Populations Committee

Suzie reported on the following initiatives:

- Revamping committee to ensure meeting needs of: Re-Entry, TANF, Veterans, individuals with Disabilities & Migrant/Seasonal Farm Workers
- Re-Entry will be their primary focus.
- Members are currently seeking others to join as there is a need for more representation. Will be contacting Farming 4 Hunger, Individuals with Disabilities, TANF/DSS Staff, Veterans
- Will resume meeting monthly.

Robin Cullers, Chair of Quality Assurance Committee

Robin reported on the following initiatives:

- Revisited Goals and Objectives
- Reviewed dashboard and successes achieved during the pandemic.
- Explored how COVID has affected companies, fear of Covid, Additional Unemployment, layoffs, etc.
- New training for TCCSMD staff
- Initiated Customer Service Survey-now virtually.

COVID-19 UPDATES – What are we doing to continue providing services to the region?

Ruthy provided an update on services that are continuing, including the Monday email campaigns to over 9,000 individuals which include unemployed and under employed individuals. Employment and training survey is still being utilized to help locate individuals who may need services. SkillUp Southern Maryland was officially launched in January with over 300 registrants and over 300 courses completed thus far. The training platform is currently being utilized by TANF customers with DSS creating their own user group within SkillUp.

Public Comment & Announcements:

There were no public comments or announcements.

Adjournment:

A motion to adjourn was made by Robin Cullers, seconded by Suzie Miller, and passed. The meeting was adjourned at 10:40 am.