

**Southern Maryland Workforce Development Board Meeting
Via Microsoft TEAMS Meeting
September 10, 2020**

Minutes

Members Present: Michelle Nicholson, Kelly Williams, Marcia Keeth, Suzie Miller, Patti Meszaros, Marcia Chase, Stacey Cook, Alan Crawley, Pennie Drinkard, Dr. Rich Fleming, Christy Lombardi, Dr. Maureen Murphy, Cindy Rauner, Doris Cammack-Spencer, Stephanie Witte, Michael Young

Members Absent: Robin Cullers, Seth Erlin, Michael Ghosh, Larry Greenhill, Tracy Latham, Daniel Palliparambil, Mike Scott, Therese Wolf

Guests Present: Ken Lemberg, Governor's Workforce Development Board

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

CALL TO ORDER

The meeting was called to order at 9:00 am by Michelle Nicholson, Chair.

WELCOME AND ROLL CALL

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

BUSINESS

- A quorum was established.
- A motion to approve the minutes from the June 11, 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 Cindy Rauner, seconded by Dr. Maureen Murphy and carried.
- A motion to approve the negotiated performance was made by Dr. Maureen Murphy, seconded by Marcia Keeth and carried

WORKFORCE BUDGET UPDATE

Melinda Bowling provide an update on the TCCSMD Board approved budget. Melinda informed the group that due to the deficit of formula funds; workforce staff was affected by cuts and furloughs:

- Special Programs Manager position was terminated due to the programs being unfunded
- 3 front line staff at the AJCs were furloughed full time through September 30, 2020
- Mobile Career Center Coordinator furloughed part time through September 30, 2020
- Remainder of the Workforce Staff except for the Youth and Young Adult team were furloughed one day pay period through September 30, 2020

WHAT'S HAPPENING IN WORKFORCE

Virtual Hiring Event - Belinda Denton provided an update on the hiring event that will be held virtually on September 23rd.

Summer Youth Employment Program - Greg Holtz provided an update on the Summer Youth Program (SYEP) which is experiencing great success. The program has offered 11 virtual paid employment positions and 77 virtual training programs utilizing the "14 Elements" training platform. Upon successful completion of training, the youth are receiving financial incentives for successful completion. Currently, there is a 97% success rate for completion of training.

Partner Convening Meetings - Sandy Fauchaux provided an update on convening the monthly meetings with the Core Partners and on the progress being made on the aligned procedures in the MOU.

COVID-19 UPDATES-WHAT ARE WE DOING TO CONTINUE PROVIDING SERVICES TO THE REGION?

Ruthy Davis reported on some of the services that are currently occurring during the COVID-19 pandemic:

- **Email Campaign**-Weekly email campaigns are continuing, 32 campaigns have been sent out so far.
 - Includes all MWE registered users in the last year, all unemployed registered prior to COVID-19 and all unemployed registered during COVID-19
 - Contains:
 - Hot Jobs available in Southern Maryland
 - Summer Youth Employment Program
 - Virtual Job Fair
 - Project Open Doors
 - Dedicated staff member answers and assists with resolving all inquiries

PERFORMANCE DASHBOARD UPDATE

Ashley Raley provided a brief update on the Performance Dashboard including the following statistics:

- Major success rates derived from the performance dashboard data
 - Business services – We reached over 90% success rates for the number of customized recruitments and the number of people hired from those recruitments for PY18 & PY19.
 - WIOA Adult/DW Program – We exceeded the goal for total participants for PY18 at 125.89% success rate, however we fell short of the goal for PY19 at 79.67%. Discussed how COVID-19 may have drastically impacted PY19 numbers with 4 months of no activity.
 - Total number of people served in our AJC's – For PY18 & PY19, SOMD served approximately 18, 000 people each year through our AJC's, which is an 80% success rate.
- Future updates to the dashboard are in motion
 - Financial data to be added to capture the cost per participant

GETTING SOUTHERN MARYLAND BACK TO WORK

Ruthy Davis provided a brief update on the collaborative initiative with the College of Southern Maryland. The industries hardest hit are Healthcare, Retail/Hospitality, Construction, and IT/Professional Services. Town Hall meetings were held for those industries with great turnout and engagement. Roundtable meetings are now being held to help support those industries.

Public Comment & Announcements:

There were no public comments or announcements.

Adjournment:

A motion to adjourn was made by Patti Meszaros, seconded by Marcia Keeth and passed. The meeting was adjourned at 10:01 am.