

**Southern Maryland Workforce Development Board
Tri-County Council for Southern Maryland
Hughesville, MD
June 09, 2015**

Minutes

Members Present: Mike Benton (Chair), Marcia Keeth, Edie McGreevy, Doris Cammack-Spencer, Stacey Cook, Larry Greenhill, John Hartline, Cheri Swailes, Carrie Willmore, Alan Crawley, Christi Lombardi, Suzie Miller, Stephanie Witte, Therese Wolf

Members Absent: Darlene Breck, Robin Cullers, Francisco Kuidlan, Bill Scarafia, Raveen Taylor, James Yuhase, Kelly Williams, Laurel James, Todd Leitch, Cindy Rauner, Kelly Winters

Staff Present: Ruthy Davis, Melinda Bowling, Lindsey Almond, Pam Wilkerson, Norma Dorsett, Leonard Greene, Eleanor Nelson

Mission Moment Guest: Pam Minor

CALL TO ORDER

The meeting was called to order at 8:06 am by Mike Benton, Chairman

WELCOME

Mike opened the meeting with a welcome and acknowledgment of the attendees.

MISSION MOMENT

Pam Minor is a past business owner and is currently co-enrolled in Job Match and Project Open Doors. She spoke to the Board about reinventing herself and updating her knowledge base through Project Open Doors and the Job Match Rapid Response program. She is currently “The One Thing” certified and discussed her experience and education on this certification: systems managing systems. During Pam’s time with Job Match she also created the social media outreach strategy for Nine Innings of Networking.

APPROVAL OF MINUTES AND CONSENT AGENDA

A motion to approve the Committee Reports including Minutes was made by Larry Greenhill, seconded by Alan Crawley and carried.

NINE INNINGS OF NETWORKING UPDATE

Eleanor Nelson, Coach on Call, gave an update on the fifth annual NIN event scheduled for June 27, 2016. She thanked all of her seven sponsors from the Workforce Development Board; Charles County Department of Social Services, Cherry Cove Group, College of Southern Maryland, University of Maryland Charles Regional Medical Center, SMECO, MedStar Health, and Calvert Memorial Hospital. Eleanor also thanked Chick-fil-A for providing box lunches for all employees as well as registered businesses. At this point, Eleanor reported that there were sixty registered employers, and the final date to register is June 10, 2016. There will be a reception in the Legends Club for “Business to Business Networking” following the hiring event. Local radio station Star 98.3FM is contracted for on-air outreach as well broadcasting live from the event.

BOARD UPDATES

Doris Spencer gave a brief to the WDB regarding a meeting she attended with Congressman Steny Hoyer and White House officials about reemployment for ex-offenders. The staff of the Workforce Development Board is looking into opportunities for ex-offender reemployment under the new WIOA laws.

WIOA UPDATES

Ruthy Davis gave an update on the Four Year Local Plan requirements. Under WIOA, the Board must create a plan that aligns with the state plan. The first step is procurement of technical assistance which has been initiated. The selection of a contractor will be in two weeks and then Ruthy and the contractor will launch into facilitated sessions WIOA partners individually and as a group. The Plan is due to the Governor by September 30, 2016.

The Maryland State Plan was turned into the U.S. Department of Labor on time and the state should receive feedback by June 30, 2016.

The State of Maryland gave TCC a verbal communication that we are our own Planning Region. TCCSMD should have something in writing by July 1, 2016.

A motion was made by Larry Greenhill to put the Executive Committee in charge of drafting the Four Year Local Plan and developing a timeline for completion. Alan Crawley seconded and the motion carried.

PROGRAM UPDATES

SOUTHERN MD JOBSOURCE NEWS

Youth and Young Adult Advisory Committee: Norma Dorsett, Youth and Young Adult Services Manager reported that the Work Based Learning program has its seventh youth entering employment. The first Annual Youth Service Symposium in the state of Maryland was held recently and was very successful in bringing in youth and young adult workers to see how we can create best practices to better serve the youth population.

Norma shared that the Summer Youth Grant funding with the state of Maryland increased \$5,000 for this year's summer youth program.

Strategic Business Engagement Committee: Lindsey Almond, Business Engagement & Development Manager reported on the final stages of TCC's competitive discretionary grants. The Southern Maryland Healthcare Alliance, EARN Grant partnership, will meet in the next few months as the EARN grant comes to a close. Lindsey reported that the Jobs Driven National Emergency Grant focuses on Dislocated Workers who have exhausted unemployment benefits and ends on 9/30/2016.

Lindsey also reported on the St. Mary's County American Job Center in Lexington Park. A new ramp was installed in the parking area per ADA requirements. Lindsey asked for any board feedback or recommendations for a customer centered design approach in that AJC.

Workforce Accessibility Committee: Pam Wilkerson, Workforce Operations Manager, noted that her staff have maintained green in the state performance reports for Adult and Dislocated Worker categories. Pam discussed a new program created by Dwayne Brown, Career Counselor, ManTalk, which is a forum for men to discuss reemployment issues. Other offerings at the Waldorf AJC include a basic PC skills computer course every third Wednesday of each month as well as English as a second language trainings provided by Adult Basic Education.

CALL TO ACTION

Youth are our future, so the WDB board asked to take this information into the community.

PUBLIC COMMENT

Youth are our future, so the WDB board asked to take this information into the community.

Doris Spencer moved to adjourn the meeting, Carrie Willmore seconded, and the motion carried. The meeting was adjourned at 10:03.