

**Southern Maryland Workforce Development Board Meeting  
Via Microsoft TEAMS Meeting  
March 9, 2023**

**Minutes**

**Members Present:** Cindy Rauner, Kelly Williams, Robin Cullers, Patti Meszaros, Michelle Stewart, Carrie Akins, Stacey Cook, Alan Crawley, Christy Lombardi, Brian Miller, Tami Radisch, Katherine Stormont, Kelly Winters, Stephanie Witte, Therese Wolf, Michael Young

**Members Absent:** Dr. Christine L. Bergmark, Marcia Chase, Pennie Drinkard, Seth Erlin, Michael Ghosh

**Guests Present:** Ken Lemberg, Governor's Workforce Development Board, Torrey Bryant, Student of FOC Training, Greg DeHaas, VP of Chapter Services, ABC Chesapeake-Shores

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

**CALL TO ORDER**

The meeting was called to order at 9:02 am by Cindy Rauner, Chair.

**WELCOME AND ROLL CALL**

Cindy Rauner opened the meeting with a warm welcome and introduction of attendees.

**MISSION MOMENT**

Belinda introduced the guests for the Mission Moment; Torrey Bryant, a student of the Fundamentals of Construction (FOC) training program and Greg DeHaas, VP of Chapter Services, ABC Chesapeake-Shores. They provided details of the success of the first FOC cohort that TCCSMD hosted. Most of the 15 participants gained employment at the conclusion of the training session and those that didn't will obtain more employment guidance and should be employed soon. TCCSMD plans to continue conducting the FOC training in the future with the next one planned for May 2023.

**BUSINESS**

- A quorum was established.
- A motion to approve the minutes from the December 8, 2022, Workforce Development Board meeting was made by Carrie Akins, seconded by Christy Lombardi, and carried.
- A motion to approve the consent agenda documents was made by Christy Lombardi, seconded by Robin Cullers, and carried.

**WORKFORCE STAFF REORGANIZATION**

Ruthy reviewed the most recent org chart including Toni Gorman transitioning from her position of Job Developer to Youth Career Advisor. Ruthy also informed the members of the new reorganization of the team. Career Counselors will be cross trained in WIOA and ARPA and will handle both grants. Their titles have been changed to Career Advisors.

## **RELOCATION OF THE LEXINGTON PARK AJC**

Ashley provided an update of the relocation of the Lexington Park AJC. Our Attorney is currently reviewing the lease at the previous Raley, Watts & O'Neil Insurance location on Three Notch Road in California. Initially, we would occupy 3,000 sq ft and acquire another 1,100 once the current tenants move out of the adjoining suite. We are not anticipating any issues with the lease and hope to move in as soon as possible.

## **LOCAL PLAN & MOU/RSA**

Ruthy informed the members of the upcoming deadline for the revised local plan. Every 2 years the current local plan needs to be revised. We are currently in the process of revising the current plan. Currently, we are in the middle of the 30-day public notice and at the conclusion, will send the revised plan to Maryland Department of Labor by May 1, 2023. Next year, a new 4-year plan will be due followed by a 2-year revision. The Memorandum of Understanding/Resource Sharing Agreement (MOU/RSA) is aligned with the local plan and is due to Maryland Labor on June 1<sup>st</sup>.

## **RURAL MARYLAND ECONOMIC DEVELOPMENT FUND**

Ruthy provided an update on how the \$10 million dollars, recently given by Governor Hogan to all 5 Tri-County Councils in Maryland, was allocated. TCCSMD worked with the 3 county Economic Development Departments to collaborate on allocation of funds. Funding must be used by November 30, 2024. The 3 County Economic Development Departments will be allocated money to work on their projects; Charles has 8 projects, Calvert 4 projects and St. Mary's 8 projects. TCCSMD will utilize \$2.4 million to fund 4 regional projects, 7 TCCSMD projects and 4 Workforce projects. Those workforce projects consist of 1) gifting \$490k to College of Southern Maryland to build and sustain a vertical agriculture program, 2) each of the 3 county CTE programs will be gifted a set of 5 virtual reality career exploration headsets, 3) hiring a Re-Entry coordinator for the Re-Entry Program. They will look for future funding to be able to sustain the program, 4). \$55,200 to CSM start up the industry recognized certification program "Certiport Entrepreneurial Certification Program."

## **VIRTUAL REALITY CAREER EXPLORATION PROGRAM**

Daryl provided an update on the program. We are currently having issues with the connection of the headsets and are waiting for new headsets to arrive. Once received they will be utilized for career exploration in the Youth and Young Adult Program. On April 3<sup>rd</sup> we will kick off the Restaurant Ready program with 8 participants registered so far with registration cut off on March 17<sup>th</sup>. On April 7<sup>th</sup> the youth program will be hosting their first Youth Resource Fair from 1pm-4pm with registration concluding on March 17<sup>th</sup>. 14 individuals are registered for that thus far.

## **SKILLUP SOUTHERN MARYLAND REFRESH**

Sandy informed the group that we are currently having a refresh on the platform. We have had good numbers with individuals registering and utilizing the platform, however, would like to see more completion of courses. Sandy Mead (formerly with MedCerts) is our new Account Representative, and she has many ideas on ways to refresh the platform, including creating "clusters" of courses that can be easily assigned to individuals, to immediately start learning, saving them from having to search over 6,000 courses to find what they need. For instance, Sandy is creating a personal development cluster for the TCCSMD staff so they can become more familiar with the platform to help our clients. DSS plans to work with Sandy to have custom clusters created for their customers.

### **JOBSOURCE WEB-SITE**

Sandy provided a brief tour of the newly created and launched website:

<https://southernmarylandjobsources.org>. Sandy suggested the group review the website when they are able and asked if any revisions or updates are needed to please let her know.

### **B.E.S. TEAM PODCAST**

Belinda provided an update and information on the podcasts which can be found on Spotify and Apple Platforms and will soon be housed on the new workforce/JobSource website. Belinda also mentioned the Business Engagement Network needs a chair. If anyone is interested, please let her know.

### **Public Comment & Announcements:**

There was no public comment

### **Adjournment:**

A motion to adjourn was made by Patricia Meszaros, seconded by Stacey Cook, and carried. The meeting adjourned at 10:20 am.