

**Southern Maryland Workforce Development Board Meeting  
Via Microsoft TEAMS Meeting  
September 11, 2025**

**Minutes**

**Members Present:** Cindy Rauner, Kelly Williams, Lee Greely, BJ Hall, Carrie Akins, Laura Askins, Stacey Cook, Kathy Guzman, Christy Lombardi, Heidi Lybarger, Mike Scott, Christian Sorochty, Michelle Stewart, Marcia Chase, Dr. Yolanda Wilson, Stephanie Witte, Robin Cullers

**Members Absent:** Alexis Zoss, Tami Radisch, Mike Alderson, Alan Crawley, Michael Young, Brian Miller

**Staff Present:** John Hartline, Ruthy Davis, Belinda Denton, Yvette Turner, Amber Oakley, Melinda Bowling,

**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**

This meeting's mission moment featured three video interviews from the Summer Youth Employment Program. Roger interned with Energy Select on their lighting crew, began learning the basics, and was offered a full-time position. Haley and Hannah did an internship with the Tri-County Council for Southern Maryland Workforce Development Department. They helped manage the social media accounts, reported analytics, and managed other administrative tasks. Javon was placed with ResCare where he was hired and is training to get his CNA license.

**BUSINESS**

- A quorum was established.
- A motion to approve the minutes from June 12, 2025, Workforce Development Board meeting was made by Dr. Yolanda Wilson, seconded by Stephanie Witte, and carried.
- A motion to approve the consent agenda documents was made by Kelly Williams, seconded by Lauar Akina, and carried.

**New EARN (Employment Advancement Right Now) Solicitation**

The Maryland Department of Labor issued a new EARN solicitation in August of this year. The first EARN solicitation was in 2014 under Governor O'Malley and subsequent governors have all funded EARN. In 2014 the Tri-County Council for Southern Maryland received an EARN grant in healthcare and the goal with this new solicitation was dust that off, build on it, and move the healthcare industry sector partnership forward.

**TCCSMD Workforce Staffing Updates**

We currently have an opening for a business support coordinator who will lessen the burden of administrative tasks since Yvette was promoted to Blueprint Program Manager.

**Federal Landscape**

A bill passed in the Senate that generally aligned with the current FY26 appropriations for federal workforce funding. The House version of the bill cut all funding to the adult program, the youth program, and the senior citizens program. No action has been taken to date.

### **One Stop Operator Procurement**

Our current contract for one stop operator was up on June 30, 2025. Since the inception of WIOA, TCCSMD has bid for and been selected to be the one stop operator. Mary Ann Lawrence, President and CEO of Power Notes LLC won the new one stop operator bid. We are pleased that Mary Ann was selected as she been collaborating with us for several years.

### **Roads to Careers Grant**

TCCSMD applied for this grant and was awarded this grant in the amount of \$500,000. It is from the Maryland Department of Labor funded through the Maryland Department of Transportation. Our grant was the highest scored of all submissions. The period of performance is three years, beginning on June 1, 2025.. We are in partnership with the College of Southern Maryland's Adult Basic Education program which will provide IET, Integrated Instruction and Training, combining basic workforce preparation and contextualized occupational skills training. When IET is completed, participants will be referred to TCCSMD's workforce development program for assistance in entering pre-apprenticeship or registered apprenticeship programs for careers in highway and transit construction. A kickoff meeting is scheduled for later this month.

### **Summer Youth Employment Program Update, Department of Juvenile Services Grant Update**

We were able to serve 15 youth with decreased funding this year, but it was successful for those 15 and the Department of Juvenile Service grant was successful. We applied for additional funding and will be beginning a new cohort.

### **New Start Grant**

TCCSMD was awarded a new round of funding for New Start which will allow us to hold two more cohorts of entrepreneurial training at the Calvert County Detention Center. Unfortunately, the Maryland Department of Commerce no longer has microloan funding for program completers.

### **EARN Manufacturing Grant**

The grant will expire next year with roughly \$20,000 left to spend on training. Three trainings were held this past quarter. The Manufacturing Industry Partnership will meet next week to discuss next steps.

### **Blueprint**

The blueprint team has truly hit the ground running, working closely with each of the school districts. With the school year just starting we are working with each of the school districts and the students. An agriculture career fair is planned in November in Calvert County. Will is getting a guest speaker in healthcare and biosciences for them, and in Charles County we are planning for some upcoming field trips for hospitality students.

### **Other Discussion**

The St. Mary's County Job fair was held on September 4, 2025, with 63 hiring businesses in attendance. Stephanie offered her services as a mentor to new business owners.

### **Adjournment:**

A motion to adjourn was made by Lee Greely, seconded by Christy Lombardi, and carried. The meeting adjourned at 10:15 am.