

**Southern Maryland Workforce Development Board
Tri-County Council for Southern Maryland
La Plata, MD
September 08, 2016**

Minutes

Members Present: Mike Benton (Chair), Marcia Keeth, Edie McGreevy, Doris Cammack-Spencer, John Hartline, Cheri Swailes, Alan Crawley, Suzie Miller, Lisa Milikan, Christi Lombardi, Stephanie Witte, Therese Wolf, Kelly Williams, Larry Greenhill, Cindy Rauner, Kelly Winters, Veronica Hastie (for Laurel James)

Members Absent: Darlene Breck, Stacey Cook, Robin Cullers, Francisco Kuidlan, Bill Scarafia, Christa Tabor (for Raveen Taylor), James Yuhase, Jr.

Staff Present: Ruthy Davis, Lindsey Almond, Norma Dorsett, Leonard Greene, Christopher Locke (Intern), Eleanor Nelson, Pamela Wilkerson

CALL TO ORDER

The meeting was called to order at 8:05am by Mike Benton, Chair.

WELCOME

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

APPROVAL OF MINUTES AND CONSENT AGENDA

A motion to approve the Consent Agenda Documents and Minutes was made by Kelly Williams, seconded by Doris Cammack-Spencer and carried.

MISSION MOMENT

Youth and Young Adult Program

Robert Goodman briefed the Board on his background in the United States Navy and his current role of Owner/Operator of ARCPoint Labs. Mr. Goodman spoke of his extremely positive experience with the Youth & Young Adult Summer Employment Program. He stated that the Interns positively impacted the daily workflow of his business, and he is looking forward to taking on additional Interns from the program. He further expressed how he gained a sense of giving back to the community through participating in the program. Mr. Goodman shared his experience of being able to serve as a Mentor to the Interns and challenging them to excel and continue their education to a Master's Degree Level. He further expressed his appreciation of the Program Staff. In his closing remarks he strongly encouraged the Board to get involved in the program, and spread the word about it.

Following Mr. Goodman was a video presentation of two (2) Youth & Young Adult Program participants. Kelsey Zumwalt and Quianita Miller shared their meaningful work experience in the program via video. Norma Dorsett briefed the Board on the success of these two (2)

participants. Kelsey Zumwalt, a single mother of a young baby, earned her GNA/CNA, Phlebotomy Technician, and Breath Alcohol Technician Certifications and is now employed full-time at MedStar Hospital. Quanita Miller has been with program since graduating high school, and with the support of program staff is now in her last year of college at Hampton University in Virginia. She is scheduled to graduate in May 2017 with a Bachelor's Degree in Biology and is looking to specialize in Forensic Medicine.

Ruthy Davis introduced Christian Locke, a Summer Employment Intern working at Tri-County Council for Southern Maryland who has been hired for the summer as a Social Media and Communication Specialist. Ruthy spoke of the positive impact Christian has had on outreach already in first week.

Christian spoke of his experience with the Summer Employment and Year Round Program. He thanked Melody Allen for working with him and assisting him with getting the Summer Internship. He further spoke of the struggle he experienced finding employment in Southern Maryland. He expressed gratitude for the program being in place to help him and other young people who may need assistance finding employment. Christian's closing remarks were that he will be spreading the word about the program to his peers, and is thankful for the opportunity that the program has provided him.

WIOA 4-YEAR INTEGRATED LOCAL PLAN

Ruthy provided the members with further clarity on the local plan, defining WIOA Core Program Partners, Our Vision, Goals, In-Demand Industries and Occupations, and Partner Coordination.

Mike Benton spoke about the need for soft skills to be continuous, and the need for youth in school to get training through Vo-Tech.

Norma Dorsett explained that under WIOA we will no longer serve the in school youth population. We now to serve out of school youth ages 16- 24 who are disconnected from education or employment, and 75% of program funding is federally mandated to be allocated to that population. She further explained that she has put a referral process in place to serve graduating high school students at risk of becoming disconnected. Referrals come from Pupil Personnel Workers, Guidance Counselors, Career Resource Development Teachers, Principals, and Un-Accompanied Minors Workers who are able to identify these youth at the schools.

Ruthy informed the Board that the public comment period for the WIOA 4 Year Integrated Local Plan ends on September 27th and the plan will go the Governor by September 30th.

PARTNERSHIPS

Ruthy Davis commented that if an individual is receiving services from multiple agencies then only one person would be the Primary Case Manager. She further explained that the Primary Case Manager would be the one who first starting working with the individual such as, DORS, DSS, etc. Ruthy informed the Board that she will meet with the partners to discuss their individual performance measures, and stated that we will grow the Business Services Team to

include all Partners. Lindsey Almond informed the Board that a Business Engagement Meeting is scheduled for September 21st

COMMITTEES

Ruthy identified the Committee Chairs and Staff members involved in the committees and asked them to stand. They are Lisa Milikan and Pamela Wilkerson on the Workforce Accessibility Committee, Marcia Keeth and Lindsey Almond on the Strategic Business Engagement Committee and Edie McGreevy and Norma Dorsett on the Youth and Young Adult Advisory Committee..

OTHER DISCUSSION

Mike Benton asked how many required WIOA Partners do we have. Ruthy Davis responded that we have seven Core Partners as follows; Adult, Dislocated Worker, Youth, Wagner Peysen, Division of Rehabilitative Services, Adult Basic Education, and Department of Social Services. In total, we have nineteen Required Partners. Mike asked Ruthy to send out a list of all partners to the Board so everyone will know who they are

A motion was made to end that portion of the meeting by Suzie Miller and seconded by Marcia Keeth.

SOUTHERN MARYLAND JOBSOURCE NEWS/PROGRAM UPDATES

Due to time restraints, and Board members being scheduled to attend the 2016 Entrepreneurship & Innovation Clinic at College of Southern Maryland La Plata Campus at 9:30am, no program updates were given.

CALL TO ACTION

Mike Benton encouraged the Board to be involved with the Programs and Teams. Eleanor Nelson invited the Board to attend Networking Lunches held at Job Match Project.

PUBLIC COMMENT

No representation from the public at this meeting.

Marcia Keeth moved to adjourn the meeting, Kelly Williams seconded, and the motion carried. The meeting adjourned at 9:30am.