

**Southern Maryland Workforce Development Board Meeting
Tri-County Council for Southern Maryland
California, MD
September 13, 2018**

Minutes

Members Present: Mike Benton, Kelly Williams, Robin Cullers, Marcia Keeth, Edie McGreevy, Marcia Chase, Seth Erlin, Dr. Rich Fleming, Larry Greenhill, Christy Lombardi, Michelle Nicholson, Mike Scott, Suzie Miller, Doris Cammack-Spencer, Mark Wilding, John Hartline (Ex-Officio)

Members Absent: Stacey Cook, Alan Crawley, Pennie Drinkard, Michael Ghosh, Tracy Latham, Dr. Maureen Murphy, Daniel Palliparambil, Cindy Rauner, Stephanie Witte, Therese Wolf

Guests Present: Greg Adams – DLLR DWDAL, Jobina Brown – Job Corps

Staff Present: Ruthy Davis, Pamela Wilkerson, Melinda Bowling, Yvette Turner, Belinda Denton, Leonard Greene

PRE-MEETING COMMITTEE WORK

The Workforce Development Board Committees held separate working meetings from 9:00 to 10:15am to discuss their work plans. Meetings were led by the Committee Chairs.

CALL TO ORDER

The meeting was called to order at 10: 35am by Mike Benton, Chair.

WELCOME AND INTRODUCTIONS

Mike opened the meeting with a welcome and acknowledgment of the work being done in committee work sessions. He thanked everyone for coming and being engaged in the pre-meeting work. Introductions were made among all in attendance.

BUSINESS

A quorum was established. A motion to approve the minutes from the June 14, 2018 meeting was made by Larry Greenhill, seconded by Doris Spencer, and carried. A motion to approve the Consent Agenda Documents was made by Kelly Williams, seconded by Christy Lombardi, and carried.

COMMITTEE UPDATES

Marcia Keeth, Chair of Business Engagement Committee

- Marcia discussed the results of the survey sent out to local businesses. Primary respondents (100 total) were Construction and Technical Services industries, expressing a need for their employees to have basic work skills and certifications.

Edie McGreevy, Chair of Youth & Young Adult Advisory Committee

- Edie presented information about the summer employment program which ran from June 25-August 31. Thirty youth were enrolled and 19 completed the program, earning \$11/hour for 30 hours/week during the program.

Suzie Miller, Chair of Special Populations Committee

- Suzie covered three specific goals of this committee moving forward: assisting ex-offenders, the TANF population, and ADA compliance.

Robin Cullers, Chair of Quality Assurance Committee

- Robin discussed dashboard goals and collaboration between committees.

NEW PROGRAM FOR BUSINESSES - EMPLOYEE TRAINING GRANTS

Belinda Denton briefed the Board on a program being implemented to help businesses train their current staff. The objective of the program is to increase competitiveness and marketability of both businesses and employees, along with averting layoffs. The focus will be on our growth industries. Belinda discussed eligibility for the employees and businesses. Ruthy mentioned the program was in place in 2010 and was a huge success. Each business has a cap of \$25k/year.

CHAIRMANSHIP

Mike Benton resigned as Chair. Kelly Williams, Vice Chair, asked for volunteers/nominations from the floor. Michelle Nicholson expressed interest in becoming the Chair. No other volunteers or nominations were forthcoming. A motion to approve Michelle Nicholson as Chair was made by Doris Spencer, seconded by Marcia Keeth, and carried. *All members present voted unanimously in favor of appointing Michelle Nicholson as the Workforce Development Board Chair.*

PUBLIC COMMENT

No public was present to comment.

MEETING ADJOURNMENT

Marcia Keeth moved to adjourn the meeting, Robin Cullers seconded, and the motion carried. The meeting adjourned at 12: 00 pm.