

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

**Minutes**

**Members Present:** Michelle Nicholson, Robin Cullers, Marcia Keeth, Suzie Miller, Edie McGreevy, Marcia Chase, Stacey Cook, Dr. Rich Fleming, Michael Ghosh, Larry Greenhill, Christy Lombardi, Dr. Maureen Murphy, Cindy Rauner, Mike Scott, Mark Wilding, Stephanie Witte, Therese Wolf

**Members Absent:** Kelly Williams, Alan Crawley, Pennie Drinkard, Seth Erlin, Tracy Latham, Daniel Palliparambil, Doris Cammack-Spencer, John Hartline

**Guests Present:** Scott White, President/CEO HTii, Gregory Adams, DLLR

**Staff Present:** Ruthy Davis, Pam Wilkerson, Belinda Denton, Leonard Green, Greg Holtz

**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 10:31am by Michelle Nicholson, Chair.

**WELCOME AND INTRODUCTIONS**

Michelle opened the meeting with a warm welcome and acknowledgment of the attendees. Introductions were made among all in attendance.

**MISSION MOMENT- Scott White, President/CEO HTii**

Chair Michelle Nicholson introduced Scott White, whose company was among the first to take advantage of the new WIOA Employee Training Grants, an incumbent worker training program. Mr. White provided the Board with a brief testimonial of the success of the training for engineers that work in the areas of systems engineering and operational tests for his defense contracting company, HTii.

**BUSINESS**

A quorum was established. A motion to approve the minutes from the September 13, 2018 meeting and the consent agenda was made by Robin Cullers, seconded by Marcia Keeth and carried.

**COMMITTEE UPDATES**

Marcia Keeth, Chair of Business Engagement Committee

- Marcia reported on the following initiatives:

- Industry Alliance
- Recruitment of IT Alliances
- Industry champions participating on specific alliances (Industry Sectors)
- Looking for connections in the IT industry

Suzie Miller, Chair of Special Populations Committee

- Suzie provided updates on the three goals that have been identified:
  - Re-entry Programs
  - Regionalizing the DSS WEX Program
  - Assistive Technology for the Disabled Population

Robin Cullers, Chair of Quality Assurance Committee

- Robin discussed dashboard goals and collaboration between committees.

### **SURPRISE FROM BOARD MEMBER MICHAEL GHOSH**

**Gourmet lunch was provided by the Hilton Garden Inn. A working lunch ensued.**

### **WORKFORCE CENTER AT CSM, PRESENTATION BY DR. MAUREEN MURPHY**

Dr. Murphy provided the Board with a presentation on the Workforce Continuum at CSM, to include:

- Certification Programs/Degree Programs
- Career Trainings in the SBDC, MCET, Non-Profit Institute and Workforce Center
- CSM Guide Pathways
- Frontloading Career Exploration to effectively address workforce needs

### **PUBLIC COMMENT**

No public comment

### **MEETING ADJOURNMENT**

Larry Greenhill moved to adjourn the meeting, Stacey Cook seconded, and the motion carried. The meeting adjourned at 12:00pm.