

**Western Maryland Consortium  
Workforce Development Board  
January 23, 2019 Meeting**

Members

Amos McCoy  
Melanie Chapman  
Jason Rappaport  
Kim Durst  
Charles Hunt  
David Crouse  
Alex Morris  
Stu Czapski  
Shawn Barncord  
Dwight Brown  
Sandi Glessner

Guests

Deb Gilbert  
Paul Smith  
Mary Keller  
Tiffany Allen  
Sheri Sterne  
Kim Connaughton  
Teresa Spurill  
Matt Shipway  
Dawn Schoenenberger  
Lee Bergeman

- Greetings and Introductions – Meeting was called to order by Board Chair Amos McCoy. New members were announced. (Lisa McIndoe - Hunter Douglas, Marty Price – Magnolia Counseling Service, Dwight Brown – Pinnacle Foods, Inc.) Teresa Spruill was introduced as the new LVER.
- Approval of September 19, 2018 minutes – Motion to approve was made by Jason Rappaport and seconded by Kim Durst. All in favor and minutes were unanimously approved.
- Presentation was given by Allegany County Workforce Development Specialist (Matt Shipway) regarding new Western Maryland Works Makerspace project as well as development of a new apprenticeship program in conjunction with DLLR.
- Western Maryland Consortium performance figures were discussed for 2017/2018. WMC overall metrics was 85% exceeding standard and 15% Metrics meeting standard. Discussion on current number compared to last year at this time.

	2018	2017
Adult	139	103
In SY	39	45
OSY	69	102
DW	<u>78</u>	<u>80</u>
Total	325	330

- WMC Allegany supervisor spoke regarding low enrollment numbers, however, new location being co-located with DSS should provide support and numbers should increase.

- Western Maryland Allocations was discussed along with the HCCT Grant, Career Pathways and Opioid Grant.
- Transfer of funding was proposed by Deb Gilbert to be able to move up to 50% of funding from Dislocated worker funds to Adult WIOA funds. Emphasis was placed on funds being available for situations such as rapid response. Motioned to approve was made by Charles Hunt and seconded by Kim Durst.
- Melanie and Dawn Directors of the Adult Education and Literacy informed the board of Work Keys updates from recent bootcamp, also discussed impact and implementation of program.
- Sandi Glessner from Manpower provided letter of commitment for Work Keys programs.
- Discussion on marketing for Western Maryland Consortium was presented, along with discussion of funding and “building your brand” strategy to help with out reach.
- A discussion on the Western Maryland Consortium submitting the Plan and MOU to the state for The Local Workforce Development Board. The Executive Director will work with the core partners and submit the Plan and MOU to the state. The Local Plan is due on March 1<sup>st</sup>, 2019 and MOU in May 2019. The Board approved the Executive Director to submit the Local Plan and MOU to DLLR on behalf of the Board. Motion made by Sandi Glessner and second by Alex Morris.
- Employer Engagement Assessment Instrument is being used in all three counties to outreach. A report will be developed on the engagement with business and outcomes to report to the Board.
- Board chair discussed board member commitment, citing a need for orientation for new members to be brought up to speed. Also, the need for feedback from current members was reiterated.
- Discussion on public transportation issues plaguing Garrett and Allegany county. Suggestion was made for a committee to work with commuters, employers etc. and bring back ideas to board.
- Updates from Businesses:
  - Blaine Windows – working with a disconnected youth through a Work Experience.
  - Closet Maid – currently hiring, also seeing retention rates improving.
- Guest Kim Connaughton reviewed her case numbers for October through December:
  - Garrett Count – 21 closed
  - Washington County – 11 closed
  - Non-MD – 4 closed
  - 100 Misdemeanors Expunged
  - 3 Felonies Expunged
- Charles Hunt spoke about the Re-entry navigator, should be starting soon. His primary function is to bridge the inside the walls with inmates to outside partners to facilitate employment. He will be doing some case management, connecting to services/community programs, employer outreach

and lots of collaboration with AJCs and other workforce partners within Washington and Allegany counties.

- Motion to adjourn was made by Kim Durst and was seconded by Sandi Glessner