

Western Maryland Workforce Development Board
September 19, 2018 Meeting

Members

Shawn Barncord
Sandi Glessner
Elizabeth Morin
Kristi D. Liller
Melanie Chapman
Ed Crowe
Troy Raines
Charles Hunt
Amos McCoy
Jason Rapport
James Marchinke

Guests

Debora Gilbert
Wilma Moore
Paul Smith
Bonita Austin
Mary Keller
Tiffany Allen
Kim Connaughton
Mark Pindell
Mary Ellen Branham

- Greetings and Introductions – The Meeting was called to order by Board Chair Amos McCoy. Introductions was essential – Mark Pindell is Interim for Kimber Lee (LVER)
- Approval of June 20, 2018 minutes - Motion to approved was made by Charles Hunt and 2nd by Melanie Chapman. All in favor and minutes were unanimously approved.
- Quarterly Statistics & Performance – Reviewed the State performance for Western Maryland (Quarter 4, 2017) was 3rd in the state for the Performance- Western Maryland served 456 participants that were enrolled in WIOA, Wagner Pyser served 2,240 . Twelve measures were exceeded standard and two ere meeting standard (at least 90% of standard.
- WorkKeys was introduced to the Board. Hagerstown Community College along with Allegany and Garrett College, would like to make Western Maryland the first WorkKeys Community in Maryland., An overview of WorkKeys was given to the Board. Soft Skills Job profiled, data supporting safety, assessment level and NCR Certification. Boot Camp is scheduled in November. Cost t employer very low but very cost effective.
- WCPS Grant Proposal – Approval for the amount \$29,737 for the 2018/2019 School Year. Motion to approve was made by Charles Hunt and Second by Amos McCoy. All in favor and proposal was unanimously approved.
- Western Maryland Workforce Development Board Manual was given to each Board member to read and comment on the manual.

- Updates for County Sub Committees

- Allegany County –

- CSX – 30 totaling in database 8 in West Virginia, 2 in Pennsylvania and 20 in Maryland. one in CDL training, one in Welding training – one hired at Northrop Grumond.
- Cumberland Times News – Transportation issues in Allegany County, County Administrator is review and developing a board. Chamber of Commerce on October 11th is assembled of partnerships 50's is the theme.
- Discussion of relocation to the DSS Building due to overhead costs and low numbers. DSS if offering the 4 office at no cost and use of there computer lab. With using the lab, we will be able to offer more services and work more with Adult Education on the Career Pathway Grant. This will make all three counties, (Garrett, Allegany, Washington) offering the same programs and help.
- It was discussed for newsletter, and work with the chamber to get our mission out.
- Bon Ton – Rapid Response meeting with employees

- Garret County

- 30 Active participants – 5 more to be added and 20 who exited from program.
- Liz Morin offered to get the Consortium to present at the HR round table and talk about OJT's, Incumbent Worker and work experience training for employers.
- Business Summit at Garrett College schedule for October the 17, 2018 – WMC partnered with the College on the summit/ One Stop Operator will be helping with the Summit.

- Washington County

- Business Participation – 3-part plan
 1. Good marketing – complete power point
 2. Elevator pitch for all Board Members
 3. Reports to government agencies on what we do, awareness and funding.
 - Working with Pinnacle and VT Industries under the Incumbent Worker
 - Mega Job Fair scheduled partner with AJC & Purdue – 9/21/18
 - How Apprenticeship Can Grow Your Business @ HCC on 10/03/2018
- Discussion on Update Local & Regional Plan, MOU/RSA, AJC needs to be updated and signed off by the state Core Partners in each county will need to meet.
 - Assess Current goals” Identify who doing this – develop metrics to track and report to board Core partners bring their goals to group. Recommend a team, one from each county and staff members See what was done and share best practice.

- American Job Center – Develop an Audit Committee to see on Site that local AJC are complying for Certification. 51% Audit Committee – 49% from Board - Staff will provide a list of what should be viewed on site. Motion to approve was made by Teresa Shank and 2nd by Liz Morin – No opposed.
- Career Pathways Grant– press release, Western Maryland received 246,510.00 grant funding (2-year grant). These funds will support local boards in developing career pathways that will increase adult learners’ access to training and/or career opportunities and will expand the talent pipeline for the business community. This grant will help Western Maryland increase their earnings capacity while working towards their educational goals.
- Opioid Grant – Western Maryland applied for the grant. \$125,000. This is to provide training and support activities to individuals who are or have been impacted by the Opioid crisis.
- Members Updates –
 - ABC - Maryland Apprentice Training Council (MATC) over 10,000 apprentices over the state
 - HCC – Proposal for apprenticeship grant, Advance Manufacturing,
 - One Stop Operator – quarterly reports and Facebook
 - Adult Education & Literacy – Adult Ed/Family Literacy week 25 million across nation
 - Regional LEVR- DLLR audit next year – Career Centers will be inspected – Desk Aid to answer questions.
- Motion to Adjourn – Melanie Chapman – 2nd Theresa Shank