



Anne Arundel County Career Center

Patapsco Conference Room

Thursday, June 27, 2019

8:30 am – 9:00 am Breakfast Light Fare/Networking

9:00 am – 11:00 am

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|------|--|---------------------|
| I. | Welcome and Introductions | Walt Townshend |
| II. | Approval of Agenda and Minutes | Walt Townshend |
| III. | Think Tank Presentation
“New Building at Anne Arundel Community College” | AACC
Kip Kunsman |
| IV. | Executive Director Report <ul style="list-style-type: none"> • LWDB priorities • LWDB goals for FY20 • County Executive’s priority for re-entry • Next steps following the April Retreat & EMSI Report | Walt Townshend |
| V. | New Business <ul style="list-style-type: none"> • Approval of FY20 WIOA Budget | Walt Townshend |
| V. | LWDB Committee Updates <ul style="list-style-type: none"> • Governance Committee • Alignment Committee • Business & Industry • Targeted Populations/Youth Sub-Group | Committee Chairs |
| VI. | Old Business <ul style="list-style-type: none"> • Update on One Stop Operator Procurement <ul style="list-style-type: none"> ○ LWDB Approval of One Stop Operator Procurement: Motion ○ Approval for Kirk Murray to approve and sign contracts: Motion ○ Approve KRA Contract Termination as of 6/30/19 | Walt Townshend |
| VII. | Meeting Adjournment | Walt Townshend |



**Anne Arundel County
Local Workforce Development Board
Board Retreat
Camp Wabanna, Edgewater MD**

April 17, 2019
MINUTES

Members Present

Dewling, Anita
Dopheide, Grant
Emmel, Judith
Hall, Kathy
James, Andre
Jones, Sandy

Kremer, Deborah
McGovern, Julie
Murray, Kirkland
Oliver, Nicole
Stewart, Michelle
Townshend, Walt
Waldroff, Dale

Members Absent

Armstead, Franchaun
Huesman, Thomas
Kingston, Tim
Laffey, Christie

Pfunstein, Thomas
Shanklin, Bishop Abraham
White, Carnitra

AAWDC Staff

Klahr, Pam
Kornyl, Milena
Leonard, Bekki

Lynch, Louise
Papanikolas, Jason
Russell, Deborah

Guests

Acosta, Hector
Baldwin, Patricia
Brown, Dr. Pam
Cajudoy, Ray
Fairley, Dr. Charlestine

Kelly, Samantha
Killeen, Thomas
Metts, Alivia
Myshko, Nancy

Felix, Amy
Hass, Rebecca
Howes, Julia

Pittman, Steuart
Ross, Jason
Spencer, Mary
Walker, Jerry

WELCOME AND INTRODUCTIONS

Mr. Townshend requested that all present introduce themselves and state which business, industry, or organization they were affiliated with.

COUNTY EXECUTIVE INTRODUCTION

Mr. Townshend introduced Mr. Pittman, Anne Arundel County, County Executive. Mr. Pittman welcomed all to Camp Wabanna. Mr. Pittman stressed that the work being done at the Retreat today was very important for the entire county. Mr. Pittman outlined his plan to work together with business leaders, the Anne Arundel County Department of Social Services, The Economic Development Corporation, and Anne Arundel Workforce Development to support efforts and strategies to lift county residence out of poverty and guide them to a sustainable career pathway. Mr. Pittman indicated that unemployment in Anne Arundel County is low and businesses community is committed to training job seekers without government assistance. Mr. Pittman discussed Dr. Pam Brown's report "Poverty Amidst Plenty" and the alarming statistics that show those making over \$200 thousand a year increased by 37% from the last report, however, those living in poverty stayed the same. Mr. Pittman discussed current barriers to employment including housing and transportation issues. Mr. Pittman shared that going forward he will be creating a General Development Plan and meeting with the Citizen Advisory Committee to address improving issues around housing and transportation in the County. Mr. Pittman indicate that he will be following how all partners work together to affect the quality of life for those living in Anne Arundel County.

WELCOME TO CAMP WABANNA

Mr. Townshend introduced Mr. Grant Larsen, Camp Wabanna, Summer Camp Director. Mr. Larsen explained the function of the Center as a Summer Camp for children and a Retreat Center for group meetings.

PRESENTATION BY SOUTH COUNTY CHAMBER OF COMMERCE

Mr. Townshend welcomed Ms. Amy Felix, Director of Operations, Reilly Benefits, Inc., President, Southern Anne Arundel County Chamber of Commerce and Julia Howes, Executive Director, Southern Anne Arundel County Chamber of Commerce. Ms. Felix and Ms. Howes welcomed all to Southern Anne Arundel County. Ms. Howes explained that the South County Chamber is part of the 6 Chambers within Anne Arundel County and indicated that the South County Chamber was created in the 90's to grow business in South County. They currently have 185 members and 12 board members. Ms. Howes discussed transportation, road structure and safety issues and discussed some of the solutions to these issues in working with the

Transportation Department to increase efficiency. Ms. Howes indicated that there are several workforce opportunities in South County as businesses are looking to hire workers and business are growing. Ms. Howes highlighted the increase in the maritime industry, nursery business, and restaurant business as opportunities for employment. Ms. Howes indicated that underemployment is prevalent and the need for additional classes and certifications would help. Ms. Howes discussed the number of residents that leave South County for employment vs. those that travel to South County from surrounding counties for employment as an unequal number – far more leave than come to the County. The largest employers currently in South County are CVS, Chaney Enterprise, Green Street Nursery, and Restaurants.

LOCAL BOARD MEETING

Approval of Agenda and Minutes

Mr. Townshend requested a motion to approve the agenda for today's meeting and the minutes of the January 31, 2019 Local Board Meeting. Ms. Kremer made a motion to approve the agenda and the minutes as written. Mr. Waldroff seconded the motion. With no objections or changes, the agenda for today's and the minutes of the January 31, 2019 were approved as written.

Mr. Townshend introduced Ms. Patricia Baldwin, Chair of the AAWDC Corporate of Directors. Ms. Baldwin explained that there are 7 members of the Corporate Board of Director, 4 of who are appointed by the County Executive and 3 who are appointed by the 4 members appointed by the County Executive. Ms. Baldwin explained the responsibilities of the Corporate Board are to make sure the organization adheres to its Vision & Mission, remains fiscally responsible, manages and evaluates the President & CEO, and assures the organization is in a sound position to deliver valuable services to residents of Anne Arundel County.

President & CEO Report

Mr. Murry thanked all for attending the Retreat today and thanked all those who made the arrangements for the day. Mr. Murray introduced and welcomed four new candidates for the AACo Local Workforce Development Board (LWDB): Mr. Jason Ross, Mr. Tom Killeen, Ms. Nancy Myshko. Mr. Murray indicated that the four new board appointments should be forthcoming from the County Executive.

County Executive Transition Report: Mr. Murray discussed the Transition Report and explained the themes/recommendations included in the summary report and how they are tied to Anne Arundel Workforce Development Corporation: Healthy Communities, Empowered Communities, Educated Communities, and Overall Themes. Mr. Murray indicated that the focus areas will include serving more targeted populations, reaching more county residents, increasing partnerships, and addressing issues on a county level.

County Budget Request FY202: Mr. Murray explained the breakdown of the County Budget request for FY2020 and indicated that 6% of the County budget request money is for AAWDC's operating budget. Mr. Murray explained the total FY20 request as follows: 7% of the request

will be for Summer YouthWorks!, 16% will be for Corporate Operations, 23% will be for the Anne Arundel County Career Center, and 54% will be for the Community Career Connections. Spring Campaign: Mr. Murray thanked everyone for attending the ongoing Spring Campaign. Mr. Murray highlighted the Spring Campaign that features the Healthcare, Information Technology, Transportation, Construction, and Hospitality (HITCH) industries. Mr. Murray explained that the Spring Campaign will include 5 industry panels, 63 workshops, 4 multi-business hiring events, and 3 webinars. The April Hiring Events and Resource Fair included 22 businesses that attended, 16 resources, and 125 candidates. The April Workshops included 17 workshops and panels, 275 workshop/panel registrations, and 185 attendees.

Nominations of Local Workforce Development Board Officers: Mr. Murray explained that according to the Anne Arundel County Local Workforce Development Boards' Bylaws nomination of Officers needs to take place every two years. Mr. Murray requested nominations from the floor and a vote for the Chair and Vice Chair positions. Ms. McGovern nominated Mr. Townshend to serve as Chair of the AACo Workforce Development Board for a two-year term. Mr. Waldroff seconded the nomination. With no objections or discussion, Mr. Townshend was so voted to be the Chair of the AACo Local Workforce Development Board. Mr. Murray requested nominations from the floor and a vote for the Vice Chair of the Anne Arundel County Local Workforce Development Board. Mr. Waldroff nominated Ms. McGovern to serve as the Vice Chair of the AACo Local Workforce Development Board for a two-year term. Ms. Oliver seconded the nomination. With no objections or discussion, Ms. McGovern was so voted to be the Vice Chair of the AACo Local Workforce Development Board. Notification of the Chair and Vice Chair election results will be forwarded to the County Executive's Boards and Commissions Officer.

One Stop Operator Procurement: Mr. Townshend discussed the WIOA Law and the requirements for a competitive bid for a One Stop Operator. Mr. Townshend indicated that there was a bid that went out last year and KRA was awarded the bid to become the Anne Arundel County Career Center One Stop Operator. Mr. Murray explained the purpose of the One Stop Operator is to have coordination of all 13 partners in the Career Center. The One Stop Operator must align all systems, make sure there is continuity of services provided to clients by all partners, focus on continuous improvement, and implement the State's use of Benchmarks for Success for Anne Arundel County, and head up staff development to better serve all clients. Mr. Murray stated that the LWDB Alignment Committee has recommended that the One Stop Operator RFT be put out for bid again to look for another One Stop Operator. Mr. Murray indicated that AAWDC will manage the procurement process going forward. Mr. Townshend requested a motion for the One Stop Operator procurement bid not to exceed \$25,000 and that the agreement be a task-oriented contract. Mr. Waldroff made a motion to put the One Stop Operator out for bid. Mr. Weaver seconded the motion. With no objections and no further discussion, the bid for the One Stop Operator will go out to be effective as of July 1, 2019.

Labor Market Report: Ms. Kornyl discussed the following information regarding the latest Labor Market Reports:

- Unemployment rates: AACo at 3.6%, State at 4.2%, Nationally at 3.9%
- Average unemployment: AACo is 23 weeks, Nationally is 24 weeks
- Unemployed individuals: 11,372 unemployed residents
- Unemployment workshops: 563 attended mandatory workshops
- Highest 5 zip codes for unemployment
- Education level of unemployed individuals
- Unemployment workshop participants by industry (HITCH)

Ms. Kornyl reviewed AACo's demand in high-growth industries that included top advertised skills, certifications, top employers advertising, top cities by job posting, new hires by HITCH industries, and current job openings by HITCH industries.

PRESENTATION: “POVERTY AMIDST PLENTY”

Mr. Townshend introduced Dr. Pam Brown, Executive Director of Anne Arundel County Partnership for Children, Youth, and Families. Dr. Brown presented “Poverty Amidst Plenty VI, On the Road to Progress for All”. Dr. Brown explained the development of the 2018 County Needs Assessment in partnership with the Community Foundation of Anne Arundel County, Anne Arundel Medical Center, University of Maryland Baltimore Washington Medical Center, Anne Arundel County YWCA, Anne Arundel Mental Health Agency, Anne Arundel County Department of Health, Anne Arundel County Partnership for Children, Youth, and Families. A PowerPoint of Dr. Brown's presentation was included in all packets. The full report can be access on the Community Foundation website at <http://www.cfaac.org/>

PRESENTATION: “STATE OF WORKFORCE”

Mr. Townshend introduced Ms. Alivia Metts, Economist with EMSI and explained Ms. Metts's background. EMSI is a national leader in data analytics Ms. Metts introduced Mr. Hector Acosta, Senior Consultant with EMSI. Mr. Acosta presented “Moving Households to Self-Sufficiency”. Mr. Acosta walked everyone through a simulation for those living in poverty and what economical life is like “after the rent is paid”.

Opportunities for Asset Limited, Income Restrained, employed (ALICE) Population: As a follow up to Dr. Brown's presentation and those living in poverty, Ms. Metts discussed solutions for those living in poverty and explained that the United Way of Maryland describes the ALCIC population as those working hard but still below the federal poverty line – the working poor. The group broke into 5 groups to a day in the life of the ALCIE population and discuss solutions. Mr. Murray summarized the exercise and explained that the LWDB Committees will need work on the ALICE population issues and develop solutions for moving the working poor to self-sufficiency. Mr. Murray asked all to consider what can be done to move the needle over the next two years. Going forward all Committees will meet to continue discussions around the ALICE population and how to solve issues. The Committees will do a summation of their discussions and continue to report at the Local Workforce Development Board's quarterly board meetings.

MEETING ADJOURNEMENT

With no further business, the meeting was adjourned at 3:08 pm