

# Anne Arundel County Local Workforce Investment Board

January 26, 2017

## MINUTES

### Members Present

Deborah Albert  
Franchaun Armstead  
Kathy Hall  
Faith-Harland White  
Chris Haslinger  
Tim Kingston  
Greg Lannon

Tom Pfundstein  
Bishop Shanklin  
Michelle Stewart  
Walt Townshend  
Ron Vogt  
Dale Waldroff  
Jim Weaver  
Venus Williams

### Members Absent

Mary Burkholder  
Brian Cavey  
Judi Emmel  
Steve Heise  
Tish Hodge

Tom Huesman  
Andre James  
Julie McGovern  
Travis Peterson  
Kathy Poehler

### AAWDC Staff

Melina Kornyl  
Bekki Leonard  
Louise Lynch  
Kamita Marbury  
Kirkland Murray

Susan Ross  
Deborah Russell  
Bonnie Speedy  
Jeff Trice

### Guests

Dr. George Arlotto  
Nancy Huggins  
Bob Moiser

### Meeting Location

Anne Arundel Community College, CADE Building, Room 219

### **MEETING CALLED TO ORDER & INTRODUCTIONS**

Mr. Townshend called the Local Workforce Development Board Meeting to order at 9:10 AM.

Mr. Townshend welcomed all to the meeting and requested that all present introduce themselves and state their organization of affiliation (who they work for).

Mr. Townshend welcomed Mr. James Weaver, Owner of Weaver Boat Works as a new board member. Mr. Weaver owns Weaver Boat Works a builder of high performance sport fishing yachts, Deale Hardware, Dunkirk Hardware, Hidden Harbor Marina, Anchored Inn at Hidden Harbor, South County Café, and Commercial Real Estate Holdings.

### **APPROVAL OF MINUTES**

Mr. Townshend requested a motion to approve the LWDB October 27, 2016 minutes. Dr. Pfundstein made a motion to approve the minutes. Mr. Haslinger seconded the motion to approve the minutes as written. All were in favor of approving the minutes as written.

### **GUEST SPEAKER & DISCUSSION**

Mr. Townshend introduced Dr. George Arlotto, Ed.D. Superintendent of Anne Arundel County Public Schools. Dr. Arlotto gave a Power Point presentation and discussed how the schools are preparing youth for the workforce, especially non-college bound youth. Dr. Arlotto discussed how the public schools and the Local Workforce Development Board could work together to make sure students obtain soft skills and hard skills that businesses demand.

### **UPDATE ON YOUTH INITIATIVES & YOUTH COUNCIL**

Mr. Murray introduced Ms. Susan Ross, Director of Workforce Innovation & Opportunity Initiatives. Ms. Ross presented information regarding AAWDC's YouthWorks! AAWDC YouthWork! manages support services year-round for youth and young adults between the ages of 16-24 who have barriers to graduating from high school or connecting to a career. Ms. Ross explained what AAWDC's YouthWorks! service includes and the new initiative to be launched: First-Level of Work (FLOW), which offers the new and emerging workforce (ages 16-24) the tools and resources to put them on a successful career pathway. Ms. Ross shared that the initiative is beginning to build a campaign for awareness and outreach. Ms. Ross shared the FLOW schedule of activities and discussed the establishment of a Youth Committee to ensure that businesses are informed of youth services and that community partners are fully aware of initiative plans. The Youth Committee meetings will be held quarterly to review industry trends, discuss new initiative strategies, identify key partners, and provide outcomes. The Youth Committee Chair is Ronnie Baines with Maryland Live! Ms. Ross invited LWDB members to volunteer to serve on the Youth Committee.

## **EXECUTIVE DIRECTOR REPORT**

### Initiative Highlights

Mr. Murray briefly shared the AAWDC FY17 Q2 Highlights & Success Stories for all initiatives which included initiative highlights and grant highlights. The Success Stories included participants with AAWDC's YouthWorks!, Maryland Tech Connection (MTC), Video Lottery Fund, Workforce Innovation & Opportunity Act (WIOA), and Business Solutions. (Report included in packets)

### Performance Metrics

Mr. Murray explained performance metrics for FY17 Q2 for the following:

- AAWDC Corporate metrics
- Regional metrics
- Business Solutions & Services
- AACo Career Centers
- WIOA: Adult & Dislocated Workers, Youth, & Wagner Peyser

Mr. Murray explained that the focus of the LWDB going forward will be to continue to engage businesses and invite them to participate in Roundtables. Mr. Murray explained the need to have businesses engaged in order to understand their hiring needs regarding skill level and training in order to support and build career pathways. Mr. Murray shared that to date Roundtables have been held for the Construction Industry, Retail Industry, and the Healthcare Industry. The Roundtables will continue to be focused on the HITCH Industries.

### Performance Metrics

Mr. Murray highlighted the Performance Metrics for WIOA Adult & Dislocated Worker, WIOA Youth, Corporate Metrics, Business Solutions & Services, and Career Center Metrics (see packets for data for each Initiative). Mr. Murray indicated that as the economy gets better we are seeing less people come through the door of our Career Centers. Currently the unemployment rate for AACo is 3.5% as compared to last year at this time when the unemployment rate was 4.2%. Mr. Murray shared that the people we do see need more training and assistance in becoming job ready and are harder to serve. There has been an increase with RESEA/ROW enrollment due to changes in requirements which states it is now mandatory.

Mr. Murray gave an update on current AAWDC Grants which include: The Veterans Grant (C3 Grant), State Highway Administration Grant (2<sup>nd</sup> Year), and the Train to Hire – Foreign Trained Workers Grant.

### Committee Assignments

Mr. Murray reminded all of their committee assignments. There are currently four committees: Governance, Alignment, Industry Engagement, and Targeted Populations with Youth & Disabilities as Sub-Committees. The structure of each committee consists of a Committee Chair, board members, and AAWDC staff representative. Mr. Murray will be reaching out to all Committee Chairs to discuss the progress of their Committee and name priorities for their Committee.

### Update on Local & Regional Plan

Local Plan: Mr. Murray shared that the Local Plan was accepted by the State with only minor adjustments. Mr. Murray explained the State review process; the State gathered the Local Plans for all 12 Workforce Development Boards (WDBs) and then broke the Local Plans into categories for review: 30 days, 60 days, and 180 days. Mr. Murray indicated that AACo was designated to have their plan reviewed around the HITCH Industries within 60 days. The Local Plan will be fixed and then resubmitted to the State for final approval. The Local Plan will then be placed on the AAWDC website for review and comment.

Regional Plan: Mr. Murray explained that the Regional Plan is due on March 31<sup>st</sup>. Mr. Murray discussed what is to be included in the Regional Plan and what the focus needs to be including responsiveness to business needs on a regional level.

### New Administration Update

Mr. Murray discussed the new administration in Washington and what it will mean for workforce going forward. Mr. Murray explained that the new President wants to bring jobs back. Mr. Murray stated that the challenge for workforce organizations going forward will be to demonstrate their return on investment and show that we produce good workers and get them on a career path. We need to prove we are worth what we do.

### **NEW BUSINESS**

Mr. Murray explained that under the new Workforce Innovation and Opportunity Act (WIOA) the new law states that procurement of the One Stop Operator needs to be competitively bid out every 4 years. Mr. Murray explained that the One Stop Operator will work with all the partners in the Career Center and make sure all are aligned and fulfilling what we are doing what we said we do. The One Stop Operator can fulfill the role of AAWDC to deliver title one services. The One Stop Operator will report to this Board of Directors. Mr. Townshend indicated that the One Stop Operator needs to be in place by July 1, 2017.

Mr. Townshend requested that AAWDC staff present at the meeting and the partners present at the meeting step out of the meeting so that the Board members could conduct discussion on the One Stop procurement process and selection.

### **EXECUTIVE SESSION**

Mr. Townshend requested that all AAWDC staff, AACC staff, and DORS staff leave the room (DLLR was not present at the meeting) so the board could conduct an Executive Session to discuss and vote on the appointment of the procurement for the One Stop Operator.

**MEETING ADJOURNMENT**

Following the Executive Session the LWDB Meeting was adjourned at 11:25 am