



**MONTGOMERY COUNTY WORKFORCE INVESTMENT BOARD
MEETING MINUTES**

Wednesday, February 15, 2006

**Universities at Shady Grove, Building 1- Room 101
9630 Gudelsky Drive, Rockville, Maryland 20850**

Board Members in Attendance:

Lester Coffey (Chair), Carrie Shelton (Vice Chair), Katherine Jo Mannes, Andrew B. Larson, Patrick Baker, Patrick F. Valentine, Sharon Julius, Pat Flanagan, and Lou Jacobson.

Staff and Guests in Attendance:

Eric Seleznow (DED – DWS), Hugh Bailey (DED – DWS), Arnetta Quarles (DED – DWS), Gaye Barksdale (DED – DWS), and Trina Green (DED – DWS).

Board Members Not in Attendance:

Dewey Thomas, Jr. (Past Chair), Donald C. Moragne (Finance Chair), Nhora Barrera-Murphy (Secretary), Sheryl Brissett-Chapman, Carmen Ortiz-Larsen, David W. Edgerley, Karen J. Lee, Susan Heltemes, Kazem Kazempour, Edmund F. Hodge, Robert A. Stewart, Michael T. Flynn, Harriett Shapiro, Armando J. Camacho, Shelley A. Johnson, Corrine Stevens, Toby C. Studley, Edward Rose, Jerry Shapiro, and D. Scott Minton.

Meeting called to order at 8:50 a.m.

Arnetta Quarles was introduced as a fourteen year veteran of the Department of Economic Development, yet the newest Workforce Services staff member. She will be on-site at MontgomeryWorks and her primary focus will be on event planning, marketing, and business development.

Board members were presented with a MCWIB lapel pin.

Motion to approve November 17, 2005 Meeting Minutes.

Approved.

Chairman's Report:

Report by Chair Lester Coffey. Chairman Coffey presented a plaque he received on behalf of the Workforce Investment Board from the Maryland Workforce Development Association.

Motion to approve Kathy Mannes as Youth Council Chair:

Approved.

Corrections Partnership/MCCF One Stop Opening:

Eric Seleznow referenced an article from the Employment & Training Reporter announcing the One-Stop center in the Montgomery County Correctional Facility. Unique in its kind, the MCCF will be the first in the country to be housed in a jail. The center will be funded by a state grant,

federal money, and \$22,000 contributed by the inmate advisory council. Upon release, the ex-offenders will be enrolled in the Maryland Workforce Exchange system, have a portfolio with a resume, completed application, labor market information, and a connection at the one-stop at either Wheaton or Lake Forest. WIA counselor, Joyce Rheimer will be working at the jail part time to assist the pre-release inmates with resources; and at MontgomeryWorks part time in an effort to maintain that relationship and to continue with their job search. The ribbon cutting is scheduled for Friday, April 28, 2006.

Statewide GWIB Meeting:

Vice Chair Carrie Shelton reported on the GWIB Meeting held in March that Chairman Coffey and Eric Seleznow also attended. This meeting allowed the Local WIBs to request support and express concerns to the GWIB. Vice Chair Shelton reported that outreach was major subject matter that our WIB was most concern of. The importance of marketing the services provided by MontgomeryWorks was expressed. Eric added that the WIB directors and local chairs are looking to make a case statement to the Governor and legislature to get the word out. The importance for the Locals to work together was recognized as well as the need to develop a system for the One Stops to operate. The One Stops are forced to reevaluate the services they provide due to the diminishing budget or whether they need to alter if not stop operation.

NAWB Conference /Report Out:

Vice Chair Shelton attended the new officer orientation which provided an overview of the WIA, programs of the boards and overall responsibilities of board members. Montgomery County was recognized as an effective board in a national case study.

Workforce Entrepreneurs; Catalyst for Demand-Driven Workforce Solution was played. This video showed business executives, workforce specialists, educators and WIB members expressing their successes in the Demand-Driven Approach to workforce development.

Motion to move June Board meeting from Wednesday, July 21 to Wednesday, July 14.

Motion approved.

Committee Reports:

Program Operations & Evaluation Committee:

Andrew Larson reported on the committee's involvement in the opening of the jail based one stop. The committee is assessing the needs of the community and determining how to best provide services for them. The consensus is to provide core services to people in the community who don't have any other option. Eric added that the decrease in funding forces the WIBs to consider an alternative approach to how the programs are to be run. In addition, consideration is being given to a new training module. An electronic survey will be created for the board to access the current module and to make suggestions for the future of operations.

Finance Committee:

Gaye Barksdale reported that WIA funding is good, but a little higher than expected due to carryover from last year that wasn't planned. To date, all of the carryover money from last year has been spent. The second year of the disabilities MCEP grant has ended. All monies funding the MBW, Rapid Response, Local Incentives grants have been spent. The WIA Statewide training grant is planned to be spent on adult training and will be 100% spent by the end of the year. The MD Summer Youth grant was sent back to the state because we were unable to spend it. Eric noted that the one stop contractors have been affected by employees vacating positions

and are having trouble filling positions due to the awareness that there has been a significant reduction in funding.

Youth Council/Youth Job Fair:

The Montgomery County Workforce Investment Board's Youth Council is conducting a Let's Get it Started Youth Job Fair on May 13, 2006. Over 50 employers will participate in the first annual job fair being held at the North Bethesda Marriott Hotel & Conference Center. Youth ages 16-21 will be provided with various employment and development opportunities. There will be give-a-ways and a radio station (HOT 99.5 FM) to add to the excitement. Kathy Mannes and Andrea Cetera Jines from MontgomeryWorks appeared on Comcast Local Edition to help publicize the event. There will be a sequence of free workshops to better prepare the youth for life and their job search.

Healthcare Workforce Committee:

The healthcare workforce report draft is expected to be issued within the next 90 days. This report will not only highlight successes of healthcare in Montgomery County, will also reflect upon opportunities the industry faces. A grant partnering application has been sent to our partners to collaborate with the Robert Wood Johnson Foundation. The RWJF provides training, education, research and projects that support health services. More details will be forthcoming.

Communications and Outreach:

The MontgomeryWorks website is being updated with in both English and Spanish. The site will be link driven and is expected to be completed later this summer. MontgomeryWorks was featured in the MC Chamber of Commerce newsletter.

Some of the outreach activities planned at MontgomeryWorks include a Montgomery County or other local Chamber of Commerce business networking event, and a State delegation meeting at which workforce issues in the County and the need for funds to be included in the state budget can be communicated.

UMS Chancellor, Brit Kirwan, has requested Montgomery County to host an Education Listening Session. The discussions will focus on the quality and quantity of students exiting the school systems and the future needs of businesses with regards to higher education. The session is scheduled for June 15 in conjunction with approximately 20 business leaders in both Montgomery and Prince George's Counties.

Funding Challenges/Workforce System Direction:

The Department of Labor has yet to provide WIA funding allocations for FY'07 however; there an estimated \$150K reduction projected. Restructuring the direction of the workforce system may be the resolution to overcoming the funding challenges and still serve the one stop customers. Discussion at the Program Operations & Evaluation Committee meeting yielded the decision to continue to operate an active Core services center. To do this, the core operations costs will be shifted to the DLLR staff which is outside of the WIA budget.

The core services team will reduce case management time to less than 12 months to be more efficient. An emphasis on customized training for companies with low wage workers will provide their employees with career enhancement training opportunities.

Program Updates:

BRAC:

Funds are available through the National Emergency Grant that will be used for research. A contractor will be hired to collect data on the workforce impact Walter Reed Hospital moving to Bethesda National Naval Medical Center, and the National Geospatial Agency of Bethesda moving to Ft. Belvoir and any other federal agencies moving to that space will have. This collection of data will help to determine which areas of training are needed and whether job replacement proves to be more pragmatic.

Latino Health Initiative:

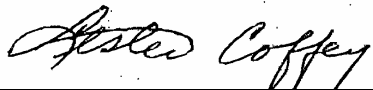
The Latino Health Institute and Montgomery College Health Sciences have developed a customized training course at which twenty five workers from other countries are enrolled. The program is designed to assist individuals with the skills and credentials required to become certified in healthcare. Adventist Hospital and Holy Cross Hospital have agreed to offer employment to the students upon certification.

New Business:

No new business was reported.

The next meeting is scheduled for Thursday, June 29, 2006 from 8:30 a.m. to 10:30 a.m. at the Workforce Services Headquarters, 111 Rockville Pike, Suite 800, Rockville, Maryland 20850.

Meeting adjourned at 10:30 a.m.



for Nhora Barrera Murphy
Secretary

4/19/06

Date