



**MONTGOMERY COUNTY WORKFORCE INVESTMENT BOARD
MEETING MINUTES**

Thursday, February 21, 2007

**Universities of Maryland Shady Grove Center
9630 Gudelsky Drive, Building II, Rockville Room
Rockville, Maryland 20850**

Board Members in Attendance:

Carrie Shelton (Chair), Lester Coffey (Past Chair), Edward Rose (Finance Chair), Patrick Baker, Nhora Barrera-Murphy, *Representative for Sheryl Brissett-Chapman*, Stephen Cain, Stewart Edelstein, Pat Flanagan, Pradeep Ganguly, Kate Garvey, Susan Heltemes, Shelley A. Johnson, Sharon Julius, Kazem Kazempour, Andrew Larson, Karen J. Lee, Katherine Jo Mannes, David Rodich, Harriett Shapiro, Dewey Thomas, Jr. and Warren Williams

Guest in Attendance:

County Executive Isiah Leggett

Staff in Attendance:

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

Board Members Not in Attendance:

Michael T. Flynn, Edmund F. Hodge, Donald C. Moragne, Carmen Ortiz-Larsen, D. Scott Minton, Jerry Shapiro and Toby C. Studley

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

Chair Carrie Shelton welcomed board members and

Chair's Report:

Report by Chair Carrie Shelton

Motion to approve February 21, 2007 Meeting Minutes.

Approved with modification to add Shelley Johnson to the “in” attendance roster.

DLLR/DBED Update

On January 23, 2007, Governor Martin O'Malley named Thomas Perez as Secretary to the Maryland Department of Labor, Licensing and Regulation. Perez is a former Montgomery County Council member. David Edgerley, former Director of the Department of Economic was appointed as Secretary to the Maryland Department of Business Economic Development. It was proposed to send Secretary Perez a letter of congratulations and to extend an invitation to an upcoming board meeting to discuss his priorities for workforce development in Maryland.

Legislative Update/Process for Supporting Bills

Montgomery County boards raise support for or opposition to pending legislation through the Department

of Intergovernmental Relations. The Office of Intergovernmental Relations represents the County interests at the municipal, regional, state and federal levels by serving as the liaison with state government, the County's state delegation and congressional staff. The WIB submitted a letter of support for House Bill 926 – *Job Skills Advancement Training Program* to the Office of Intergovernmental Relations asking that they communicate the board's strong support of the bill to the Montgomery County delegation and other committees or sub committees that are considering this bill for passage. House Bill 926 addresses the supply side of Maryland's workforce development equation, requiring the Department of Labor, Licensing and Regulation to provide grants to local workforce investment areas to fund training initiatives that develop pipelines of skilled workers to meet current and emerging labor market demands. House Bill 926 also represents a significant opportunity for many low-wage workers to advance into jobs with substantial wages.

Annual Meeting with the County Executive

The Montgomery County Boards, Commissions and Committees meet annually with the County Executive. The Workforce Investment Board met with County Executive Isiah Leggett on March 6, 2007, represented by Board Chair, Carrie Shelton, Past Chair, Lester Coffey, Committee Chair, Susan Heltemes, and Workforce Division Director, Eric Seleznow. The meeting served as a forum to apprise the Executive of the past year's accomplishments and the coming year's plans.

DED/Workforce Budget Request

A resolution was introduced to reallocate funds from the Career Transition Center, Inc. (CTC) restricted asset account. If approved, these funds would pay the costs of rent, furniture, equipment, or moving. CTC is only authorized to use these funds with the approval of the Department of Economic Development (DED) and concurrence of the Workforce Investment Board. The approval of the resolution will enable the County to use the cost savings for marketing, outreach and other purposes within DED.

Motion to approve CTC Restricted Assets.

Motion approved.

WIB Priorities

The Communications Committee presented the board with a draft of the 2007 priorities the Workforce Investment Board should focus on for FY2007. These priorities will enhance community outreach and collaboration with other groups and organizations that share the WIB's common interests and goals. The Committee intends to partner with the County's educational institutions (Montgomery College, MCPS, Universities at Shady Grove, Johns Hopkins, Columbia Union College) to increase the course offerings and training to further develop the qualified workforce in the counties high growth – high-demand occupations and other occupations and industries where there is a shortage.

These priorities emphasize support for workforce programs including affordable housing, programs that engage "at risk" youth, youth with disabilities, youth out of foster care among others. The committee will also promote statewide funding to develop occupational skills training for low wage workers and increasing Adult Education, Basic Literacy and ESOL capacity.

The board proposed several recommendations to the communications committee and requested that the committee modify the priorities list for the next meeting.

Committee Reports:

Youth Council

The Youth Council is seeking ratification of the Service, Sales & Learning Center Youth (SSLC) Initiative that would expand the capacity of the existing SSLC make programs and services available to youth job seekers and expand these opportunities throughout the county. By expanding the contract with the Career Transition Center (CTC), the initiative would develop greater employment opportunities for

WIA youth to yield into advanced service sector careers. This pilot program will promote new and strengthened partnerships by preparing a cadre of trainers from youth-servicing partner organizations to deliver the National Retail Federation Sales and Learning certificate program.

Program Operations & Evaluation Committee

The jail-based one stop has proven its vitality by serving over 300 offenders to date.

The County completed the feasibility study on developing a job training program for public safety dispatchers for returning disabled military undergoing rehab at Walter Reed and Bethesda Hospitals. Recommendations included integrating services for veterans through the local one-stop systems, coordination with community colleges, enhanced assessments and accommodations for those returning to employment with disabilities.

Finance Committee

Committee Chair Ted Rose reported that the various funding grants are being spent on schedule and that there are no significant purchases scheduled to be made.

Healthcare Workforce Committee

The University of Maryland School of Pharmacy (SOP) intends to expand its Doctor of Pharmacy program at The Universities at Shady Grove due to a critical shortage of pharmacists. The SOP plans to double the size of the Doctor of Pharmacy program over the next decade in an effort to expand public-private partnerships in research, clinical practice, and economic development efforts.

MontgomeryWorks.com Website Update

The new MontgomeryWorks.com website went live on December 29, 2006. The site is to reader friendly and easy to navigate. The site offers easy and direct access to MD Workforce Exchange, provides links to other local organizations, includes up to date labor market information and downloadable reports, employer services information, upcoming events such as workshops and recruitments events, and a “what’s new” page to highlight new programs or bring attention to new initiatives.

County Executive Isiah Leggett

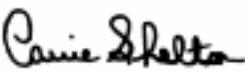
County Executive Isiah Leggett implemented Seven Policy Objectives for Montgomery County Government. Those seven policy objectives are Demanding Accountable Government & Responsive Service Delivery, Providing Safe Streets & Secure Neighborhoods, Building Healthy & Sustainable Communities, Keeping Montgomery Moving, Preparing Children to Learn & Live, Ensuring Vital Living for All of Our Residents and Expanding Affordable Housing for an Inclusive Community. Executive Leggett expressed how these policies directly affect workforce and encouraged the board to continue working aggressively with other organizations to promote vitality.

New Business:

No new business was reported.

The next meeting is scheduled for Wednesday, April 18, 2007 from 8:30 a.m. to 10:30 a.m. at Building I, Room 102 at the Universities of Maryland, Shady Grove Center, 9640 Gudelsky Drive, Rockville, Maryland 20850.

Meeting adjourned at 10:50 a.m.



Carrie Shelton, Chair

4/18/07
Date