



**MONTGOMERY COUNTY WORKFORCE INVESTMENT BOARD  
MEETING MINUTES  
Wednesday, June 29, 2006  
Department of Economic Development  
111 Rockville Pike, Suite 800  
Rockville, Maryland 20850**

**Board Members in Attendance:**

Lester Coffey (Chair), Carrie Shelton (Vice Chair), Dewey Thomas, Jr. (Past Chair), Stewart Edelstein, David W. Edgerley, Pat Flanagan, Michael T. Flynn, Susan Heltemes, Edmund F. Hodge, Sharon Julius, D. Scott Minton, Edward Rose, Harriett Shapiro, and Jerry Shapiro

**Staff and Guests in Attendance:**

Eric Seleznow (DED – DWS), Hugh Bailey (DED – DWS), Gaye Barksdale (DED – DWS), Trina Green (DED – DWS), Michael Kirsh, TATC Consulting, and Barbara Cooper, TATC Consulting

**Board Members Not in Attendance:**

Donald C. Moragne (Finance Chair), Nhora Barrera-Murphy (Secretary), Katherine Jo Mannes, Andrew B. Larson, Patrick Baker, Patrick F. Valentine, Sheryl Brissett-Chapman, Carmen Ortiz-Larsen, Karen J. Lee, Kazem Kazempour, Robert A. Stewart, Armando J. Camacho, Shelley A. Johnson, Corrine Stevens, Toby C. Studley, and Lou Jacobson

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

Chairman Lester Coffey welcomed board members and invited everyone to introduce themselves. David Edgerley, Director, Economic Development welcomed the board to the department's new office and briefed the board on the mission of economic development.

David Edgerley presented Lester Coffey with a plaque on behalf of the board in recognition of his dedication, commitment and leadership as chairman of the Montgomery County Workforce Investment Board. Chairman Coffey gave farewell remarks and expressed his appreciation.

**Motion to approve June 29, 2006 Meeting Minutes.**

**Approved contingent upon noted minor changes.**

**Chairman's Report:**

Report by Chair Lester Coffey.

**Budget Update**

Eric Seleznow reported that the WIA federal formula allocation historically has been reduced by 53% which equates to over 1 million dollars. This reduction has curtailed programs, and has forced the shifting of services to other providers, etc. This year the WIA federal funding has increased by \$400,000 due to a new Areas of Substantial Unemployment (ASU) formula. A decision will be made with the Program committee as to where the extra funding will be allocated sometime in late August. This funding can go toward a one stop activity, training, staffing or any other traditional WIA activity. The monies

will be allocated to the four streams: adult low income, dislocated worker, administrative, and youth. This year, youth has had the largest increase, jumping from \$197,000 to \$338,000. Information collected from the member survey will be used to help determine these allocations.

**Corrections Partnership/MCCF One Stop Opening:**

MontgomeryWorks at MCCF is the first one stop to be housed within a jail in the country. County Executive Douglas M. Duncan participated in the ribbon cutting on April 28, 2006 with several members of the board in attendance. Since then, Eric Seleznow has received numerous inquiries on how to use the one stop delivery system to serve this population. Eric is confident that intervention with these minor offenders now will lessen the overall cost to society going forward. In an effort to maintain public safety, Eric assured that these offenders are three times less likely to be repeat offenders if they are working than not working.

We recently were awarded a grant for \$67,000 from the Governor's Office of Crime Control for this program and now will be able to have a full time one stop resource specialist at the jail and in the community. This system will be functional to ex-offenders, who on average serve four to ten months, and will be transitioning from jail. The ex-offenders will be better prepared when they visit the one stop for employment assistance. Data will be collected from the ex-offenders to help track their length of employment.

Dewey Thomas is looking for volunteers to participate in a series of seminars at the jail to discuss topics of interest for groups of offenders who will be transitioning out. These topics could include work ethic, entrepreneurship, and other business perspectives and will help to promote activity and work ethic. Due to the large amount of *dead-time*, Eric offered to put interested board members in contact with Craig Dowd who have work that can be outsourced for low or no money.

**Youth Job Fair:**

The first annual Let's Get it Started Youth Job Fair was held on May 13, 2006 at the North Bethesda Marriott Hotel & Conference Center. Shapiro and Duncan Mechanical Contractors, Pollo Campero Restaurant, and Eagle Bank were among the many generous contributors. HOT 99.5 FM and Comcast Local Edition helped to promote the event that populated over 800 youth ages 16-21. Studley Professional Staffing, LLC in conjunction with a high variety of over 75 employers were on and conducting same day interviews.

**Post Docs Job Fair:**

350 PhD post doc candidates from the federal labs attended a Post Docs Conference and Career Expo at the Universities Shady Grove on May 23, 2006. 30 employers and 15 resources enlightened the post docs on Montgomery County's business community to encourage these talented individuals to remain in the county, Maryland, or the Metropolitan area. A similar job fair for this group is probable for next year.

**WIB Transition Issues/September Meeting:**

**Motion to elect Carrie Shelton, Vice Chair as Acting Chair.**

**Motion approved.**

**Past Chair Lester Coffey gave farewell remarks.**

**BRAC:**

TATC Consulting was hired to collect data on the workforce impact from the Base Realignment and Closure (BRAC). This research is being funded by a National Emergency Grant. Barbara Cooper and Michael Kirsh from TATC Consulting presented the BRAC monthly report. The BRAC commission will have a major impact on Maryland at the Aberdeen Proving Grounds in Harford and Cecil Counties with

an estimated 20,000 – 40,000 new jobs projected. In addition, Fort Meade, the National Security Agency, and the closure of all activity in Arlington will create an estimated 5,000 – 8,000 new jobs for Howard and Anne Arundel Counties. Walter Reed will close and be transferred to Bethesda Naval Hospital and the National Geospatial Agency will close and be transferred to Fort Belvoir creating new jobs and some dislocated workers for Montgomery County. TATC has been analyzing when these moves will occur and the number of people that will be affected. This information will help identify the types of career assistance they will require and allow time for the one stop system to develop strategies to be proactive upon these transformations.

## **Committee Reports:**

### **Program Operations & Evaluation Committee:**

Board members were issued a survey on behalf of the Program Operations and Evaluation Committee to evaluate the One Stop System. The data collected will provide the Department of Economic Development with valuable information to better oversee the county's One Stop system. The results will be tabulated and distributed to the committee before the September board meeting. Special thanks were given to Lou Jacobson for being instrumental in the development of the survey.

The committee reported that the \$75,000 faith-based grant application was not approved. The application was submitted by a consortium of faith-based communities, Montgomery County, and the department of corrections. The grant was intended to fund mentorship and other programs for ex-offenders transitioning back into the community.

This is the final year for the CTC contract. The Scope of Work for the RFP will be developed in September. The new contract begins July 1, 2007.

### **Finance Committee:**

Ted Rose was announced as the new Finance chair. The carryover dollars from last year will be less than last year. The committee plans on altering the finance report so that the carryovers are not a part of the fixed budget but reflected as dollars available for the next year. As of April, the WIA application reflects that Adult and Youth will have carryover, Dislocated Worker and Administration spending is on track, all of the WIA carry forward has been spent and all other workforce grants and County money is spent.

### **Healthcare Workforce Committee:**

The healthcare workforce report is in draft form. The report will document to date the progress of the incumbent worker training and craft future strategies. The committee will continue to meet quarterly and serve as an advisory to the WIB. Montgomery County partnered with HHS on the Latino Healthcare Initiative to provide training dollars that would go toward a group assessment and orientation that would assist nurses who were trained in other countries get their credentials validated in the United States. Holy Cross and Adventist hospitals have agreed to hire nurses from this piloted program.

### **Communications and Outreach:**

The Workforce and Economic Development Awards Breakfast will be on October 31, 2006, 8:30 a.m. at the North Bethesda Marriott Hotel and Conference Center. This year's awards breakfast will be coordinated in cooperation with the Department of Economic Development and include award criteria from the department.

A focus group will be formed to review a draft of the montgomeryworks.com website.

*The Solutions for Maryland's Future: A Partnership for Workforce Development and Maryland Higher Education - Listening Tour* is scheduled to begin September 25, 2006.

The Committee has proposed to hold a meeting and reception for the Montgomery County State delegation at MontgomeryWorks to educate them on workforce issues and the need for budgetary funding for FY'07. The meeting will be planned after the November elections.

**Motion to hold a State delegation at MontgomeryWorks.**

Motioned Seconded with an amendment to work with Delegate Richard Madaleno, Jr., District 18, Montgomery County to select the members who would be most affected in terms of the issues in the upcoming legislation session.

**Amended Motioned Approved.**

**Funding Update/Workforce System Direction:**

The TransCen contract for Maryland Customized Employment Program for People with Disabilities has been renewed at \$250,000. This program is one of three sites in the country out of sixty that has been refunded due to diminishing funding. The US Department of Labor has identified the program as one of the best customized employment programs for people with disabilities.

A mini RFP has gone out for youth with disabilities services to help exhaust potential Youth carryover. The County does not currently have any specific programs for youth with disabilities. TransCen also won this \$24,000 contract competitively. The program will serve youth with disabilities attending Montgomery County Public Schools and help transition them for work.

The County Council has awarded a \$62,000 grant that will fund a Bi-Lingual Gang Workforce Specialist position. This position, based at the jail One Stop will assist gang members 21 and under with reentry services. The Latin American Youth Center will coordinate services at the Crossroads Youth Opportunity Center at juvenile services to assist some of the higher risk youth that have been involved in gang activity.

**ASU's:**

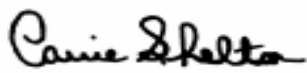
Areas of Substantial Unemployment (ASU) is a group of census tracts where unemployment is 6.5% or higher. The state of Maryland, National Association of State Workforce Agencies, the Department of Labor, Labor Statistics and Census amongst others, has evaluated Montgomery County as having 9 census tracts. Using the ASU formula, this equates to a 6.5 % or higher ASU despite the current 2.8% unemployment rate. These areas border the eastern part of the county including the Prince Georges County line, Takoma Park, areas near New Hampshire Avenue through Piney Branch, Long Branch and parts of Silver Spring. David Edgerley suggested that an initiative be directed toward these areas of need to compress these concerns.

**New Business:**

No new business was reported.

The next meeting is scheduled for Wednesday, September 20, 2006 from 8:30 a.m. to 10:30 a.m. at the North Bethesda Marriott Hotel & Conference Center, 5701 Marinelli Road, Rockville, Maryland 20850.

**Meeting adjourned at 10:30 a.m.**



for Nhora Barrera Murphy  
Secretary

9/20/06

Date