



**MONTGOMERY COUNTY WORKFORCE INVESTMENT BOARD
MEETING MINUTES**

**Thursday, September 20, 2006
Department of Economic Development
111 Rockville Pike, Suite 800
Rockville, Maryland 20850**

Board Members in Attendance:

Carrie Shelton (Chair), Lester Coffey (Past Chair), Edward Rose (Finance Chair), Stewart Edelstein, Patrick Baker, Pat Flanagan, Stephen Cain, Kate Garvey, Edmund F. Hodge, Sharon Julius, Harriett Shapiro, Donald C. Moragne, David W. Edgerley, Toby C. Studley, Jerry Shapiro, and D. Scott Minton, Katherine Jo Mannes, Shelley A. Johnson, and Susan Heltemes

Staff and Guests in Attendance:

Eric Seleznow (DED – DWS), Hugh Bailey (DED – DWS), Gaye Barksdale (DED – DWS), Trina Green (DED – DWS), and Arnetta Quarles (DED – DWS), Douglas Propheter (CTC), Lisa Cuzzo (TransCen), Luisa Montero (LAYC-MMYC), Lupi Quinteros (LAYC-MMYC), Beth Holst (Holst & Associates), Daniel Weissbein (TATC Consulting)

Board Members Not in Attendance:

Nhora Barrera-Murphy (Secretary), Dewey Thomas, Jr., Kazem Kazempour, Carmen Ortiz-Larsen, Andrew Larson, Sheryl Brissett-Chapman, Michael T. Flynn, and Karen J. Lee, Lou Jacobson

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

Chair Carrie Shelton welcomed board members, pending new members and guests and invited them to introduce themselves.

Chair Shelton presented her goals as the new chair to the board.

Motion to approve June 29, 2006 Meeting Minutes.

Motion approved.

Chair's Report:

Report by Chair Carrie Shelton

Vendor Presentations:

Presentations were given by the program managers on the objectives and accomplishments from the past year. Doug Propheter gave a program overview on the Career Transition Center, Lisa Cuzzo gave a briefing on TransCen, Luisa Montero summarized the objectives of the Latin American Youth Center, Beth Holst reported on Disabled Veteran's Training, and Daniel Weissbein, on behalf of Barbara Cooper and TATC Consulting, gave an update on the Base Realignment and Closure (BRAC). It was determined that the demographics of the customers being served by the system be distributed to the board periodically.

Committee Reports:

Program Operations & Evaluation Committee:

The Governor's Office of Crime Control & Prevention has approved a one year, \$67,000 grant for the offender reentry program. The Byrne grant will fund the community based reentry specialist position that CTC has hired at the jail one stop. If federal funding is not granted next year, the County will seek funding in the coming budget year or reallocate WIA money to ensure this program operates.

The County has received more WIA funding as a result of a new formula configuration, and the fact that the eastern part of the county has a higher rates of unemployment. The projected \$76,533 would fund a community outreach specialist, hired by CTC who would spend time in the community promoting and delivering resources and services that ultimately would promote MontgomeryWorks and MWE. This proposed position would also be responsible for developing an infrastructure in the eastern part of the county coordinating workforce system partners at workforce facilities, and interacting with partners at regional service centers, libraries, among others to strengthen public-private partnerships with government and community organizations.

Motion to approve the Community Outreach Coordinator Position Approved.

The Workforce Investment Act stipulates that support services must be available to adults, dislocated workers, youth, and veterans through the One-Stop delivery system. The range of supportive services available to WIA customers includes childcare, transportation, workplace/training accessibility tools, and other discretionary items determined by the WIA program staff. Supportive services are available to WIA customers while they are participating in and completing intensive or training activities.

A motion was proposed to increase this six year old policy. The new policy would increase the maximum daycare reimbursement from \$15.00 per day to \$33.00 per day. The policy would allow the public transportation reimbursement costs to and from employment and training sites not to exceed \$5.00 per day with a maximum of \$300.00 per customer per six month period. Driving expenses would be reimbursed at 0.445 per mile for mileage to and from training sites. Mileage over 20 miles per day roundtrip would be reimbursed up to \$300.00 per customer per six month period. Financial assistance is limited to \$150.00 per customer provided they are used for work or training related activity. Financial assistance is also available up to \$500.00 for tools or supplies if they are needed to participate in training or for employment.

Motion to approve the WIA Support Services Policy. Approved.

Finance Committee:

Chair Ted Rose explained the funding streams and grants. He reported on the amounts projected for new funding from the WIA grants and how they are allocated. Chairman Rose reported that we received two new grants: WORCs and Veteran's grant and we lost the Rapid Response, WIA Statewide, and the Teach for the Health of It grants. The Disability Employer grant was dramatically decreased from \$531,000 to \$250,000. There is 4.3 million dollars available for the fiscal year.

Communications and Outreach:

The 2006 Workforce and Economic Development Awards Breakfast was Tuesday, October 31, 2006 at the North Bethesda Conference Center in Bethesda, Maryland. This year's ceremony highlighted individual achievements and larger economic development successes in Montgomery County. The award categories were Small Business, Environmental Innovation, Business Partnership, Economic Development Advancement, Economic Development Leadership, Workforce Determination, Workforce Leadership,

Participant of the Year, Senior Participant of the Year, Disability Participant of the Year, and Youth Participant of the Year.

Healthcare Workforce Committee:

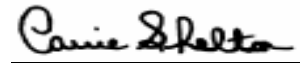
The healthcare workforce report was distributed to the board. This report addresses the shortage of qualified healthcare workforce members at all levels of practice that is described as a looming crisis at the national, state and local levels. Issues such as the maturing of the healthcare workforce and pending retirements, lack of capacity of educational institutions to train the workforce, increased use of technology, competition, the aging of society, and rising cultural/language diversity have converged to create increased demands for services and increased stress on the industry's workforce capacity to meet those needs in Montgomery County. The report identifies potential gaps in service and common concerns identified by those most involved with healthcare workforce activities.

New Business:

No new business was reported.

The next meeting is scheduled for Wednesday, November 15, 2006 from 8:30 a.m. to 10:30 a.m. at Workforce Services located at 111 Rockville Pike, Suite 800, Rockville, Maryland 20850.

Meeting adjourned to Board Retreat at 10:30 a.m.



for Nhora Barrera Murphy
Secretary

9/20/06
Date