

DRAFT MEETING Minutes
JUNE 10, 2015 3:30 P.M. – 5:30 P.M.
ANNE ARUNDEL COMMUNITY COLLEGE
ARNOLD, MD 21012

MEMBERS PRESENT

Martin G. Knott, Jr. (Chair)
Ken Banks
Carol Beatty
John M. Belcher
Adrian Chapman
B. Danny DeMarinis
Katarina Ennerfelt
Alvin Hathaway
Jennie C. Hunter-Cevera
Susan W. Krebs
Andrew B. Larson
Elliot Lasson
Dawn Lindsay
Lillian Lowery
Sam Malhotra
Fred D. Mason, Jr.
Irving McConnell
Stephen K. Neal
Ronald R. Peterson (Vice Chair)
Lisa Rusyniak
Kelly M. Schulz
Matt Turpin
Curtis Valentine

MEMBERS ABSENT

Sam Abed
Deborah Bonanni
Ulysses Currie
Christina Fitts
R. Michael Gill
Sally Y. Jameson
Katherine Klausmeier
Rona E. Kramer
Bel Leong-Hong
Larry Letow
Roya Mohadjer
Stephen R. Moyer
Kirkland "Kirk" Murray
George W. Owings, III
Deborah Rivkin
Harold Stinger

GUESTS

AJ Andou
Stephanie Amponsah
Bob Aydukovic
Jobina Brown
Victor Clark
Ruthy Davis
Lloyd Day
Bruce England
Faith Freeman
Magdalene L. Garcia
Gino Gemignani
Willis Gunther
Cynthia Gurne
Rick Hansen
Dana Hendrickson
Jeanne-Marie Holly
Herb Jenkins
Kenneth Jessup
Barbara Kaufmann
Dean Kendall
Dan McDermott
Kaitlin McNew
Marsha Netus
Tanisha Nixon
Jason Perkins-Cohen
Carmen Rojas
James Rzepkowski
Annabelle Sher
Patrice Sowah
Walt Townshend
Jeff Trice
Patricia Tyler
Charlene Wade
Matt Weiss
Deb Wilburn
Liz Williams
Alice Wirth

GWIB STAFF

Mike DiGiacomo
Blake Henson
Darla Henson
Diane Pabich
Theresa Turner



WELCOME & INTRODUCTIONS

Martin G. Knott, Jr., Chair, Governor's Workforce Investment Board (GWIB), called the meeting to order at 3:40 pm and welcomed all members to the June 2015 Quarterly meeting. He acknowledged the continued contributions of the board members, welcomed the new board appointments and asked the members of the Board to introduce themselves.

Chairman Knott introduced Mike DiGiacomo as the Executive Director of the GWIB. He provided a brief background to include being born and raised in Maryland as well as his business background.

APPROVAL OF MINUTES

A quorum was present and a motion was made and seconded, to approve the minutes of the March 11, 2015, GWIB Board Meeting.

SECRETARY'S REMARKS

Chairman Knott turned the meeting over to Secretary Kelly Schulz for her opening remarks. Secretary Schulz addressed the members in regard to the new and federally required redesign of the GWIB specifically relating to the size and diversity. Secretary Schulz mentioned the importance of the selection for the new Executive Director, Mike DiGiacomo, to help drive the new vision for GWIB. Secretary Schulz thanked everyone for their time and dedication in the past. The new board will have a more business and industry focused approach. With the new implementation of Workforce Innovation and Opportunity Act (WIOA) of 2014, the industries and business will be more able to share innovative ideas and opportunities.

Secretary Schulz thanked Chairman Knott for his time and dedication both personally and professionally to the GWIB and the State. In speaking with the USDOL, Secretary Schulz informed the members that there is definitely a focus on Maryland and many opportunities in Baltimore City, given the recent unrest in April and May. USDOL is willing to be understanding of the full changeover of the board considering the expansion of GWIB to 53 Board Members. In accordance with federal regulations, the list of board members will be given to USDOL by the end of June to include vacancies until there is ample time to extend invitations to the right partners. Chairman Knott thanked Secretary Schulz for her remarks and stressed that even though GWIB will be undergoing changes, it will be stronger in its new format and stronger from a business perspective. Chairman Knott thanked everyone who has participated in the GWIB and provided the foundation from which it continues to grow.

GWIB BOARD ADMINISTRATIVE ACTIONS

Chairman Knott turned the meeting over to Diane Pabich, Acting Executive Director of GWIB. Ms. Pabich discussed the *State Board Membership Requirements* and the *Local Board Membership Requirements* (Tab 2, Attachment II). The board realignment is effective July 1, 2015 and the new composition will ensure the board is at least 51% community-based membership. With the new composition, the Governor is requesting a complete application from anyone interested even if an existing GWIB member. Ms. Pabich announced that once the applications are received and decisions made, the members will be notified.

WORKFORCE INVESTMENT NETWORK (WIN) HIGHLIGHTS

Chairman Knott introduced Barbara Kaufmann, Executive Director for Montgomery County Division of Workforce Investment Services and Vice Chair for the WIN. Ms. Kaufmann gave a presentation on WIN Highlights to the board members on behalf of Kirkland Murray, who could not be in attendance. Ms. Kaufmann then had each of the WIN Directors who were present stand and introduce themselves. All 12 local areas are participating in Summer Youth programs. Ms. Kaufmann mentioned that each local area is participating in WIOA workgroups to facilitate major service delivery alignments and changes which will be implemented at the local level.

Dan McDermott from the Upper Shore Workforce Investment Board; Ruthy Davis from the Regional Workforce and Business Development, Tri-County Council for Southern Maryland; Bruce England from the Susquehanna Workforce Network, Inc.; Liz Williams from the Prince George's County Economic Development Corporation; and Jason Perkins-Cohen from the Mayor's Office of Employment Development in Baltimore City were present at the meeting. Each WIN Director present provided a brief report out of what they are currently working on and the board was provided a copy of the *Highlights of Maryland's Local Workforce Investment Areas* report (Tab 3).

DLLR, DIVISION OF WORKFORCE DEVELOPMENT AND ADULT LEARNING (DWDAL) UPDATES

Chairman Knott introduced James Rzepkowski, DWDAL Assistant Secretary. Assistant Secretary Rzepkowski reviewed the *Division of Workforce Development and Adult Learning (DWDAL) Desktop Guide* handout with the members and guests. As each area was discussed, Assistant Secretary Rzepkowski had the Directors who were present, stand and introduce themselves. DWDAL encompasses the Office of the Assistant Secretary (OAS); Office of Workforce Development (OWD); Office of Fiscal Administration; Office of Workforce Information and Performance (OWIP); Office of Adult Learning – Adult Education and Literacy Services (AELS); and the Office of Adult Learning – Correctional Education (CE). Assistant Secretary Rzepkowski noted Correctional Education's Occupational Skills Training Center (OSTC) to highlight the training and technology that is done behind the fence to help this particular population prepare for their reengagement in society.

Wagner-Peyser Deficit

Assistant Secretary Rzepkowski announced the Wagner-Peyser federal funding stream deficit has been decreased from \$1.5 million dollars to \$107,000. Special thanks were given to the fiscal team and directors for making the necessary changes and tightening of expenditures to make this successful.

WIOA Implementation

There are 9 WIOA Implementation working groups, co-chaired by the state. Every working group is giving specific topics to address and discuss. Thanks to USDOL Secretary Perez and Eric Seleznow, Maryland was already a step ahead of other states in regards to WIOA by combining Workforce Development with Adult Education. WIOA will now require that alignment in all states. Handouts were made available after the meeting about the 9 working groups and how to participate if desired.

Voluntary Separation Program (VSP)

DWDAL lost 8 PINs due to the Voluntary Separation Program (VSP). In addition to the lost PINs, DWDAL has 13 vacancies in Workforce Development and 13 in Correction Education to be filled. These vacancies will be filled as soon as possible.

New Funding

July 1, 2015 begins a fresh start on funding for DWDAL in regards to federal funding, Wagner-Peyser, WIOA funding, renewing many of our grants, new money allows us opportunities to leverage work and resources. With WIOA it allows us the opportunity to take our One Stop System to a new level and see what we need to do, what the customer needs and be able to work with agencies and partners by leveraging resources in ways never accomplished in the past.

Question for DWDAL

Dawn Lindsay, Ed.D., President of Anne Arundel Community College, posed a question to Assistant Secretary Rzepkowski about zoning. The question inquired if a student is required to use the services in a One Stop where they reside, or can they be seen and serviced in any location across the state. Assistant Secretary Rzepkowski responded by stating in our current state of service delivery, the student would be best served in the local area where they reside, due to formula funding and current pushback during transition. Assistant Secretary Rzepkowski mentioned this would be a great opportunity for WIOA, moving forward, to make a change and deliver the vision for successful WIOA implementation of across the board services without barriers.

LOCAL UNIONS

Chairman Knott then introduced Fred D. Mason Jr., President of Maryland State & District of Columbia AFL-CIO (America's Unions). Mr. Mason stated that Maryland has over 300,000 working men and women. He exclaimed that unions exist primarily for the effective organization of working men and women to secure just wages, seek constant higher standards of living, and to strengthen and enhance our democracy. This is accomplished by establishing relationships with employers, governments (state and local).

There are over 600 local unions across the state from Western Maryland to the Eastern Shore. The 300,000 workers are further organized into 5 central labor councils. Local WIBs overlap with the 5 central labor councils as shown in the local WIB board members representation. A handout was provided that included the names of the 5 central labor councils and contact information for each location. Statistics have shown that unionized workers have a higher level of performance, by approximately 19% due to having advocates present for quality of life, wages, etc. There are unions of all sizes and in many industries across the state. Mr. Mason encouraged local directors to reach out to the Central Labor Councils and if needed, him directly.

Chairman Knott addressed the board members again reinstating the importance of using the handout provided by DWDAL to make connections and build relationships. In doing so, Andrew Larson, National Project Coordinator for the International Union of Painters and Allied Trade-Job Corps Program inquired about the Office of Apprenticeships not being listed on the Desktop Guide for DWDAL. Secretary Schulz responded that the Office of Apprenticeship is under the Division of Labor and Industry, but as business continues to evolve, it will become a more day-to-day part of workforce development. Assistant Secretary Rzepkowski noted that there are 6 other divisions within DLLR, and the Desktop Guide only represents DWDAL.

Danny DeMarinis mentioned that seeing the Strategic Plans from DLLR would be beneficial for the board.

ROLE OF THE BOARD MOVING FORWARD

Chairman Knott turned the meeting to Diane Pabich for her presentation on the Role of the Board. Ms. Pabich did note that the board belongs to the people and that the leadership is merely facilitating the discussions. Ms. Pabich opened the floor for comments from the board members about what has worked with the existing GWIB structure.

- ✓ = **Working well now**
- = **Would like to see in the future**

Hon. Susan W. Krebs (State Delegate)

- ✓ Hearing from the board members in regards to how it affects them at the community level, not state or government level.
- Would like hear more about how it affects their industry.
- Possibly bring proposed laws for feedback to better discuss if they address real needs.

Martin G. Knott, Jr. (Chair, Governor's Workforce Investment Board)

- ✓ The robust discussions when everyone is able to attend and weigh in on topics and share perspectives.
- ✓ Secretaries are able to hear impacts from business owners on issues they may be creating without being aware.
- ✓ Business owners can discuss issues during meetings and possibly determine if multiple industries are affected by the same issues and come together for a solution.
- Businesses able to discuss what is working and what is still needed but this only works if everyone is here for the discussion.
- Stronger representation for non-profit and for profit organizations, small and large businesses.
- Business sharing best practices during discussions, communicating challenges to the government and sharing ideas for new innovations.

Curtis C. Valentine (Executive Director, Council on Foreign Relations)

- Continued work with the school systems, ensuring appropriate courses are being offered to fill the current employment needs.
- It would be beneficial to bring lessons from other states to share best practices and share our lessons with other states.
- Echoed the need for a diverse board to help better address the needs of employers and jobseekers and inform the government what concerns and issues are being faced.
- Would like to see more businesses, schools, workforce development, labor unions, etc. at the table for the meetings.

Lillian M. Lowery, Ed.D. (State Superintendent of Schools, Maryland Department of Education)

- Sharing intersecting data across agencies to forecast what courses need to be offered and what curriculum needs to be developed to address employment needs and trends.
- Building apprenticeships in consort with other agencies to continue to emphasize on job skills and the soft skills required to integrate into the job market.
- Obtaining feedback from businesses to better build curriculum for students.

John M. Belcher (Executive Chairman, Systems Enterprise Solutions)

- Have heavy discussions, many times over on how we make Maryland business-friendly.

Lisa Rusyniak (President & CEO, Goodwill Industries of the Chesapeake, Inc.)

- ✓ Offered to connect with the GBC and include them into the fold for the new board.

Kenneth Banks (Founder & President, Banks Contracting Company, Inc.)

- ✓ Seconds the suggestion to include the GBC and Maryland Chamber into the makeup of the new board members.
- ✓ The state must become more business-friendly.
- ✓ The Board Members need to have clarity of their roles and show how they can personally make a difference.
- ✓ Need to address the soft and social skills of today's high school youth as this is clearly something that is lacking and needed to prepare them for the workplace.
- ✓ Education training and apprenticeship component focus needs to be used to create a strong workforce.

Fred D. Mason, Jr. (President, Maryland State and District of Columbia AFL-CIO)

- ✓ The Division of Workforce Development and Adult Learning (DWDAL) grew out of conversations held in the GWIB meetings about incorporating Adult Learning into the existing Workforce Development system and having the Secretary of Education, Labor, with input from the Secretary of Corrections actively participating in the alignment.
- ✓ The Board engaged in discussions on the challenging healthcare issues in the State of Maryland DLLR and with regards to the "Lone Forgiveness" legislature to assist with filling needs in the healthcare industry.
- ✓ The Board has similarly engaged in the challenges found in the construction industry with the aging workforce and lack of construction managers. From those discussions, now colleges have more enhanced programs in construction management, and programs such as helmets to hardhats have been supported.
- Would like to see workgroups generated from the GWIB meeting that would meet several times in between GWIB quarterly meetings to work on tasks and initiatives, build relationships and report back at the next meeting.

Eva Katrina Ennerfelt (President, ARCON Welding Equipment, LLC)

- ✓ There needs to be more emphasis on what is happening or should be happening in between meetings, because it is not always conveying and can lead to feelings of lacking involvement.

Stephen W. Neal (President/CEO, K. Neal International Trucks, Inc.)

- ✓ Noticeably moving someone through the system by businesses and local governments working together.
- ✓ Watching the evolution of the One Stop where people are being educated and prepared before being sent to the workplace is valuable.
- ✓ One Stops have done extraordinary things with limited resources.
- ✓ Seeing the number of Secretaries present at the table, united for a common cause.
- More work to be done and a need for a collective strategy with all Secretaries actively participating, sectors need to come together and collectively we need to keep raising the bar.

B. Daniel DeMarinis (Director of Strategic Initiatives, The MITRE Corporation)

- ✓ GWIB does a good job of leveraging guests at meetings. For example, by Executive Directors of the WIBs sharing their activities on the ground and speaking to their parts of the process, it allows for collective input to be gathered and used moving forward.
- With new Board members coming, more emphasis must be placed on an orientation about what it means to be a GWIB member, individual roles and responsibilities, and what is expected from stakeholders.

Andrew B. Larson

(National Project Coordinator, International Union of Painters and Allied Trade-Job Corps Program)

- ✓ Local and National discussions of the power of apprenticeships started here within GWIB and have grown and expanded
- ✓ This state has pioneered Apprenticeship programs and discussions on expanding its reach into other sectors such as healthcare.

Jennie C. Hunter-Cevera (Acting Secretary, Maryland Higher Education Commission)

- Maryland is one of the wealthiest states, but we poorly identify barriers in front of us that must be addressed in order to move the state forward.
- Getting industries involved to see what they need and address what skills and education gaps they see that must be addressed and set goals.

Irving W. McConnell (President and CEO, The McConnell Group, Inc.)

- The work accomplished in the One Stops and the GWIB is not publicized, promoted and marketed for people to want to engage in using the services or participating in their efforts.

Matt Turpin (President and CEO, ZenTech Manufacturing, Inc.)

- As a new member it is not clear on how each Board member can really help and/or contribute.
- Better define strategy and components that the GWIB will be addressing.
- Communicate performance targets and outcomes of all of the partners and agencies as well as how everyone comes together and what the role of the Board actually is.

Alvin C. Hathaway, Sr. (Senior Pastor, Historical Union Baptist Church of Baltimore)

- ✓ Even with a small business workforce, skills were in need of updating and valued that they were able to get those necessary skills at the local community college.
- Create at the community level as well as the business and government level, an affinity for business requirements and expectations.

Adrian P. Chapman (President and COO, Washington Gas)

- ✓ The ability to learn something new at each meeting about the resources already available at the One Stops that can be better utilized to fill needs.
- Workers from other states are being brought into Maryland on the Washington Gas and Baltimore Gas and Electric gas pipe replacement project because there are no local resources to fill the need. The job opportunity is created, but there are still gaps in qualified candidates locally that need to be addressed.

Q: (Samir Malhotra (Secretary, Department of Human Resources) Does the Board have a Strategic Plan for Success?

A. (Secretary Schulz) Federal Partner has offered to come to the next GWIB meeting to be able to address what the Board's empowerment to make change is. The vision for the next Board is that change will occur because of the people who sit on the Board. It will come from empowerment, WIOA and refocus of the Board. In the future the goal would be to minimize limitations to where policies could be discussed and created within the room and submitted to one of the Secretaries at the table or to the House of Delegates to make real changes.

CLOSING REMARKS

Assistant Secretary Rzepkowski stressed the goal of the meetings is to make them as valuable as possible for all participants who attend and continue to emphasize the need to provide input and share ideas across the board.

Secretary Schulz stressed the commitment and vision for GWIB of its Board Members. All members were encouraged to reapply and participate by continuing to bring their institutional knowledge and inspiration to the new GWIB.

ADJOURNMENT

There being no other business, Chairman Knott thanked everyone and the meeting was adjourned at 5:30 pm.