



Workforce Development Board Quarterly Meeting

Thursday, September 8, 2022

Virtual via Webex

Attendance

Members Present			Members Absent	Guests/ Presenters
Sheldon Caplis	Nancy Hafford	Jerome T. Miller	Sally Bartas	Mario Aguilera
Natalie Edington	Anita Hammond	Mark Millsbaugh	Douglas Handy	Alicia Fales
Cynthia Etheridge	Anita Hicks	Rebecca Pennington	Mike Netzer	Ken Lemberg
Tyra Franklin	Bob Holsey	Mitchell Posner	Melissa Wells	Joseph Seymour
Nikole Freeman	Mary Hough	Deborah Rowe		Staff
Anna Gavin	Leonard Howie	Louise Slezak		Carol Brooks
Kerry Graves	Matt Jackson	Matthew Van Hoose		Neishall Schuyler
Mike Grubbs	Patti Madigan	Lisa Walker		Beatrice Tripps
David Hahner	Patrick McQuown	Chad Waskey		Britney Victorine
		Melissa Werner		

Call to order

Leonard Howie called the meeting to order at 8:00 a.m. thanking members for participating in this critical meeting and introducing Mario Aguilera as the prospective nominee for the Board’s consideration for the role of Board Chair. Mario provided members with an overview of his professional background and interest in serving as Chair, opening the floor to members for questions and dialogue.

Board Business – voting members

Leonard Howie, Director, DEWD

Leonard made final remarks to the Board presenting Mario as DEWD’s selected nominee to serve as Board Chair, asking for the following motions to conduct the formal nomination and election process:

- Motion to approve the June 9 meeting minutes as official Board documents;
- Motion to approve Mario’s nomination for Board Chair;
- Asks the Board if there is consensus to conduct formal Board election in this forum, then a motion to officially elect Mario to serve in the role of Board Chair.

Board members present voted unanimously to approve all motions presented to them. As the meeting was held virtually, members were asked to unmute themselves to vote as well as to raise their hand as appropriate to record their votes. Members who dialed in were asked to identify themselves and announce their vote for the record.

Mario will assume all duties of the Board Chair at the December 8 Quarterly Board Meeting.

Welcome and Introduction to the New Board PY2023

Leonard Howie, Director, DEWD

Leonard reviewed the new member composition of the Board and shared highlights of what has changed as part of the restructuring process:

- Smaller Board size (reduced from 39 to 30 members for greater efficiency)
- Business/Industry – Created an Ex-Officio seat for the Business Association Leadership Council

Nancy Hafford, Towson Business Association, provided the Board with a brief introduction to this County coalition of local business chambers and networking organizations. She will identify a designee from their membership to serve for this inaugural term; however, the opportunity to serve will be open to executive level members of chambers from throughout the County for diverse perspective.

- Labor/Industry – Bolstered labor representation to support WIOA’s emphasis on skilled trades, apprenticeship and future industry demand in the County

The restructuring over this program year presents an opportunity for the Board to:

- Re-engage WIOA workforce partners in working collaboratively to restructure the Board and its functions
- Re-envision how we can co-create effective strategies and referral mechanism working with our shared customers
- Establish better communication and feedback across our network of Baltimore County service providers
- Be strategic in identifying our top priorities and establishing focused committee groups

Breakdown of Member Composition for PY2023:

*(*required WIOA Workforce partners)*

Business Members/Private Industry (51%)

- 15 Members representing small, mid-sized and large employers
- *NEW:* Ex-officio seat for Business Association Leadership Council

Labor & Industry Organizations

- Bob Holsey – Int’l Union of Operating Engineers
- Melissa Wells – Baltimore DC Building Trades (Apprenticeship)
- *NEW:* Jerome Miller – Int’l Brotherhood of Electrical Workers

Educational Institutions

- Baltimore County Public Schools*
- CCBC*
- Goucher College
- Towson University

Community Based Organizations

- Baltimore County Public Library*
- Community Assistance Network*
- National Alliance on Mental Illness (NAMI) Metro Baltimore

State/Local Government Agencies

- Economic & Workforce Development*
- Maryland Labor*
- Dept. of Social Services*
- Dept. of Aging*
- Div. of Rehabilitation Services (DORS)*

Introduction to the Local Workforce System

Neishall Schuyler, WIOA Manager, DEWD

Beatrice Tripps, Youth Services Supervisor, DEWD

Neishall Schuyler and Beatrice Tripps provided the Board with a brief orientation to the local workforce system including a general overview of Baltimore County’s workforce services provided at the American Job Centers and with our in-school and out-of-school youth enrolled in our Youth Services programs.

General Overview and Next Steps

Leonard Howie, Director, DEWD

Leonard provided a high-level overview of the role and purpose of local Boards:

- State & local policy governance and guidance
- Funding Sources - WIOA & State ARPA Funds
- Performance requirements and benchmarks for success
- Reminded members of Baltimore County/State ethics annual requirements regarding conflict of interest, financial disclosure and ethics training for boards and commissions
- Established expectations for member engagement and participation to include how they see themselves contributing to the Board's work going forward
- Most of the Board's work will take place in between quarterly meetings. Next steps include onboarding Mario into the Chair role and establishing the new executive leadership team and committee structure
- The Board is officially "Under Construction"; strategic planning activities will continue throughout the new program year July 1, 2022-June 30, 2023

Closing Remarks

Leonard opened the floor for any Board members to share news about their organization and reminded them to review the orientation materials provided them in their welcome email from Carol Brooks, Board Liaison. The next Workforce Development Board meeting is scheduled for December 8, 2022 from 8 – 10 a.m. with details forthcoming.

The meeting was adjourned at 10:00 am.