



## Carroll County Workforce Development Board Meeting Minutes

Wednesday, January 18, 2023

Exploration Commons, 9:15am

Attendees: Zach Tomlin, Haresh Raithatha, Chris Abell, Suzy Dyer Gear, Jessica Meerdter, Steve Berry, Bill Eckles, Brandon Schweitzer, Julie Givens, Sharon Plump, Mike McHale, Matti Franzén, Scott Yard, Matt LeFaivre, Karen Bernard, Anita Hammond, Bryan Zuber, Denise Beaver, Jesse McCree, Corey Hardinger, Heather Powell, Scott Singleton, and Shelby O'Leary.

Mr. Tomlin started the meeting at 9:16am. There was a quorum present.

1. **Minutes-** Ms. Beaver motioned to approve the minutes. Ms. Plump seconded. The vote was unanimous, the minutes from the November 16, 2022, meeting were approved.
2. **One Stop Operator Report-** Mr. McCree shared the results of the Section 188 Review. The review was conducted with an on-site visit on December 14<sup>th</sup>, 2022, and Mr. McCree used the Workforce Innovation and Opportunity Act Section 188 Disability Checklist to complete the report. The four priorities are: (1) approach and entrance, (2) access to goods and services, (3) toilet rooms, and (4) additional access. CCWD and the American Job Center (AJC) generally meet ADA Guide requirements to the extent that the OSO is unaware of any participant or the public not receiving services due to the inaccessibility of the American Job Centers. The Center has completed modifications to address the needs of those with disabilities. There are a few recommendations for improvement in the next year regarding bathroom door hooks, EO officer, and EO policy implementation.

Mr. McCree also shared the quarterly report, from October-December 2022. The One-Stop Operator supported the CCWD board by providing (1) strategic board development and training, (2) One-Stop Operator functions, and (3) partnership development. Mr. McCree attended two Executive Committee meetings and helped facilitate discussions around strategic planning, local plan modifications, and key performance indicators (KPI's). He also attended and presented at the November board meeting. He conducted an comprehensive Section 188 Review. In view of partnership building, Mr. McCree met with members of the Executive Committee to discuss better engaging with community leaders, building sector partnerships, and federal grants that could potentially bring in new investment to the region.

3. **Economic Outlook for Fourth Quarter-** Mr. Singleton shared data and information from the Jobs EQ Economic Overview report. (See report in board packet).

4. **CCWD Updates-**

- a. *Blueprint-* Ms. Powell said that the Board will be focused on pillar three, college and career readiness of the Blueprint plan. Ms. Powell shared Blueprint talking points with the Board: (1) More support services for students who need it most (2) raising standards for college and career readiness (3) accountability measures and (4) economic impact. Mr. Eckles also shared that if any employers are interested in having an apprenticeship they can fill out a form and a committee will meet to approve employers every other month. CCWD and Carroll County Public Schools are working on the MOU agreement for the planning of Blueprint. Ms. Plump urged them to make sure that kids and adults with disabilities and barriers are considered in the planning.
- b. *ARPA-* Under the American Rescue Plan Act, 56 people were trained, 32 of those were in the rapid welding program and 13 in the CDL program. 7 people received transportation assistance. The business services team were able to help 640 jobseekers participate in virtual recruiting opportunities and 210 businesses to showcase their job openings. CCWD digital services helped 29 customers complete virtual job shadow assessments and 161 customers are enrolled in 180 Skills. The youth and young adult team currently have 65 youth in internships.
- c. *WIOA-* The regional plan revisions are due February 1<sup>st</sup> and the local plan revisions are due May 1<sup>st</sup> to the Maryland Department of Labor. The Maryland Department of Labor has added a new program to the Maryland Workforce Exchange called MD Job Genie. This feature will help customers match their skill sets to job openings.
- d. *Youth & Young Adult Committee-* The purpose of the youth and young adult committee is to address comprehensive workforce needs of disconnected youth ages 16-24. Meetings will be held at least twice a year. The committee needs representatives from the board. If interested, please contact Ms. Powell or Ms. O'Leary.
- e. *VITA-* The Human Services Program of Carroll County (HSP) has volunteer income tax assistance (VITA) program that allows people with a household income less than \$60,000 in 2022 to come to HSP to have their taxes done for free. (see flyer in board packet).
- f. *After Hours Chamber Event-* There will be a PM Connections Chamber of Commerce event on Thursday, April 27<sup>th</sup> from 4-6PM at Carroll County Workforce Development. Light refreshments will be served, and board attendance is encouraged. Registration is through the Chamber of Commerce's website.

**5. Member Updates-**

- a. Mr. Franzén shared that previous employees are coming back to work at Best Western in Westminster. They also have their first high school student intern starting the week of January 23<sup>rd</sup>.
- b. Ms. Plump shared that DORS is also having a PM Connections event with the Chamber of Commerce on March 23<sup>rd</sup> from 4-6 PM at Maggie's Restaurant. The event will focus on information about their summer youth program. Registration is through the Chamber of Commerce's website.

Ms. Suzy Dyer Gear moved to adjourn the meeting at 11:15am. Mr. Mike McHale seconded. Approval was unanimous.