

Q1

BENCHMARKS OF SUCCESS - COMMITTEE ACTIVITIES AND DELIVERABLES WORK PLAN		
CALENDAR YEAR 2019		
Jan	Feb	Mar
FEDERAL FY 2019		
MARYLAND FY 19		
USDOL PY 18		

OTHER Key Activities/Dates	January 9, 2019 - General Assembly convenes.	2019 General Assembly in session.	2019 General Assembly in session.
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COMMITTEES

Governor's Workforce Development Board			Quarterly Meeting, March 13, 2019 Revised Local Plans due
Executive Steering			Quarterly Meeting, March 13, 2019 Consider Professional Development plan. Review/approve global work plan.
WIOA Alignment		Approve initial Global Work Plan. Finalize agenda items for March Executive Steering Committee meeting. Deliverable: Professional Development Plan for Executive Steering Committee.	Deliverable: Issue Joint Performance Policy
Communications		Deliverables: Finalize Committee Charter and map out 2019 activities/timeline; produce monthly newsletter.	Deliverables: Produce monthly newsletter.
Data and Dashboard		Deliverable: Revised Committee Charter and 2019 activities' timeline. Present draft scorecard to WIOA Alignment Group. Review calculations methodology and modify as needed.	Deliverable: Methodology for calculations of the benchmarks in the short-term.
Policy			

Q2

COMMITTEE ACTIVITIES AND DELIVERABLES WORK PLAN		
CALENDAR YEAR 2019		
Apr	May	June
FEDERAL FY 2019		
MARYLAND FY 2019		
USDOL PY 2018		

OTHER Key Activities/Dates	April 8th - GA Sine die	May 9-10th – MAACE Conference. May 18th – MOUs and RSAs are due for compliance review.	Maryland FY 19 ENDS on June 30th USDOL PY18 ENDS on June 30th State agencies begin preparation of budget/legislative requests for 2020 legislative session: June - August June 23 - 26th - Maryland Municipal League Conference MCCACET Conference
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COMMITTEES

Governor's Workforce Development Board		May 30th- decisions due on Local Plans	Quarterly Meeting, June 12, 2019
Executive Steering			Quarterly Meeting, June 12, 2019
WIOA Alignment	MD THINK presentation to WIOA Alignment Group	Finalize agenda items for June Executive Steering Committee meeting.	
Communications	DELIVERABLE: Produce flyer; finalize collateral distribution plan; produce monthly newsletter.	DELIVERABLE: Produce monthly newsletter.	DELIVERABLE: Produce Poster; produce monthly newsletter.
Data and Dashboard	Re-run the Program Year 2017 data. Discuss the trends and start developing approaches to scorecard analysis.	Deliverable: Updated scorecard - presented to the WIOA Alignment Group. Run and discuss the Program Year 2018, Quarter 1 and 2 data.	Identify data trends and develop approaches to scorecard analysis.
Policy			

Q3

COMMITTEE ACTIVITIES AND DELIVERABLES WORK PLAN		
CALENDAR YEAR 2019		
July	Aug	Sept
FEDERAL FY 2020		
MARYLAND FY 20		
USDOL PY 19		

OTHER Key Activities/Dates	Maryland FY 20 BEGINS on July 1st USDOL PY19 BEGINS on July 1st State agencies continue preparation of budget/legislative requests for 2020 legislative session: June - August. July 1st - Fully executed MOUs and RSAs due.	August 14 - 17th - Maryland Association of Counties Conference	September 30th - Federal FY 2019 ends Maryland's Department of Budget Management reviews budget requests for FY 20 Governor's office reviews legislative requests for 2020 legislative session. September 16-18th - Raising the Bar Conference
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COMMITTEES

Governor's Workforce Development Board			Quarterly Meeting, September 18, 2019
Executive Steering			Quarterly Meeting, September 18, 2019
WIOA Alignment	Deliverable: Data sharing agreement in place for workforce system.	Finalize agenda items for September Executive Steering Committee meeting. Deliverable: Professional Development role filled.	Contribute to Raising the Bar Programming.
Communications	DELIVERABLE: Produce rack card; produce monthly newsletter. Work on website redesign.	DELIVERABLE: Produce monthly newsletter. Work on website redesign.	DELIVERABLE: Printed materials distributed; produce monthly newsletter; website redesign complete.
Data and Dashboard	Identify data trends and approaches to scorecard analysis. Run Program Year 2018 Quarter 3 data. Start creating recommendations for methodology improvement.	Identify data trends and approaches to scorecard analysis. Create recommendations for methodology improvement and sustainability.	Deliverable: Recommendations for sustainability and improvement of methodology (long-term).
Policy			

COMMITTEE ACTIVITIES AND DELIVERABLES WORK PLAN YEAR

Q4	CALENDAR YEAR 2019		
	Oct	Nov	Dec
	FEDERAL FY 20		
	MARYLAND FY 20		
USDOL PY 19			
OTHER Key Activities/Dates	October 1st - Congressional FY 2020 BEGINS Board of Revenue Estimates reviews / approves final revenue estimates		Governor makes decisions on budget allowances. <i>(Governor submits operating budget to the legislature on the 3rd Wednesday in January.)</i>

COMMITTEES

Governor's Workforce Development Board			Quarterly Meeting, December 11, 2019
Executive Steering			Quarterly Meeting, December 11, 2019 Review/approve Professional Development strategy for workforce system.
WIOA Alignment	DELIVERABLE: Review/approval of Professional Development strategy for workforce system.	Finalize agenda items for December Executive Steering Committee meeting.	.
Communications	DELIVERABLE: Printed materials distributed; produce monthly newsletter.	DELIVERABLE: Printed materials distributed; produce monthly newsletter.	
Data and Dashboard	Run the annual Program Year 2018 data. Analyze scorecard.	Make recommendations for targets and develop baselines. Deliverable: Baseline data for scorecard. Approaches for scorecard analysis.	Analyze scorecard. Deliverable: Recommendations for targets.
Policy	DELIVERABLE: Legislative recommendations		DELIVERABLE: Policy Recommendations Report