



Benchmarks of Success for Maryland’s Workforce System

WIOA Alignment Group

1:00 – 4:00 PM, July 30, 2018

DLLR

1100 N. Eutaw Street, Baltimore, MD 21201

Part I: Combined Meeting of WIOA Alignment Group and Committee Leadership Teams

1:00 – 2:30 PM

Attendees: James Rzepkowski, Erin Roth, Brittney Crisafulli, Bryan Moore, Dan McDermott, Daryl Rosenbaum, Francine Trout, Jody Boone, Kirkland Murray, Lili Taylor, Linda Webb, Lloyd Day, Melissa Zervos, Michael Digiaco, Milena Kornyl, Netsanet Kibret, Richard Reinhardt, Stuart Campbell, Susan Kaliush, and Natalie Clements

Handouts: Agenda, Monthly Overview of Committee Activities, Benchmarks of Success Monthly Newsletter – Issue 1, New Timeline for Policy Committee Remaining 2018 Activities, and PowerPoint slides: “Using Partner Data to Calculate the Benchmarks of Success for Maryland’s Workforce System”

Minutes

I. Welcome and Introductions

Jim Rzepkowski welcomed the group and thanked partners for their ongoing strong support of the Benchmarks of Success initiative.

II. Committee Report-Outs

LiLi Taylor provided an introductory overview of the Committee Roll-up Report for the previous month:

Committees	Tracking w/ Global Work Plan?
Communications	Yes
Data & Dashboard (D&D)	No
Policy	No** Slightly delayed (see below)
Professional Development & Technical Assistance (PD&TA)	No

Partner representation on committees is generally good, although participation from UI is still needed. The Communications Committee requested additional Title I representation.

Reports from Committee Chairs

- *The Communications Committee* – See the “Overview of Committee Activities” document for a full account of the committee’s numerous accomplishments in July. The committee seeks ongoing feedback from the WIOA Alignment Group and other committees on the content of the new monthly newsletter. For example, the committee is seeking input on the “Did you know” section, which offers quick facts and monthly updates. The WIOA Alignment Group suggested adding the tagline “Putting

Maryland to Work” to the newsletter to enhance branding. The Maryland Workforce Association will add the newsletter to their agenda to discuss.

- *The Policy Committee* – The committee is producing a Policy Recommendations Report that delves into issues the WIOA Alignment Group might want to explore further. Now that the State Plan has been finalized (edits may be made to the TANF and CSBG sections), the Regions and Local Workforce Development Areas will need to update *their* workforce plans. The WIOA Alignment Group approved the committee’s request of an extension on the Policy Report timeline, to focus on the Local and Regional Planning Guidance. The original timeline for the report was built around the legislative timeline and process; however, the recommendations lifted do not have such sensitivities.
- *The PD & TA Committee* – The committee is undergoing leadership changes: Melissa Zervos (Chair) is leaving DLLR, and Derrick Serra (Coordinator) is stepping down from his leadership position, but will remain on the committee. The committee aims to have the PD plan complete by August 1st and will provide a draft for the WIOA Alignment Group to review. The plan will need resources and support to implement; it cannot be implemented by the committee alone.
- *The Data and Dashboard Committee* – Chair and Co-Chair LiLi Taylor and Milena Kornyl presented to the WIOA Alignment Group on the work their committee has completed over the five months of its existence. The slideshow was provided as a handout. The original presentation with notes is available, on requests. Thus far, the committee has developed calculations for the benchmarks for Strategic Goals 1 and 2.

III. Next Steps and Action Items

- The Data and Dashboard Committee will provide rough numbers, as a baseline, for the benchmarks of at least the first two Strategic Goals at the WIOA Alignment’s September meeting. These numbers can be presented to the Executive Steering Committee.
- The WIOA Alignment Group will discuss the sustainability options for the Professional Development and Technical Assistance Committee.
- If the WIOA Alignment Group has items or prompts to suggest to the Policy Committee for the Local and Regional Guidance, they should submit to the committee leadership by August 13th.
- The PD & TA Committee will provide a draft of their plan to the WIOA Alignment Group at their meeting next month.

Part II: WIOA Alignment Group – Remaining Business

2:30 – 4:00 PM

Handouts:

- Summary of Executive Order Establishing the President’s National Council for the American Worker and an example of New TCA Snapshot

Minutes

I. Strategic Committee Planning Discussion – To address capacity issues in the PD & TA Committee, the WIOA Alignment Group discussed several sustainability options as alternate approaches.

- Assign/hire dedicated staff to roll-out the training and professional development recommended in the plan;
- Conduct a needs assessment of frontline staff from the partners of the workforce system.

- Make sure that organizations' professional development offices/units are in communication with each other;
- Create a training unit (similar to the Maryland Institute) funded through Governor Set Aside funds;
- Use existing in-house resources to continue the work of the committee.
- Hire new staff/in-house resources; and/or
- Hire an external consultant.

Before making any decision, the Group agreed to review the PD & TA Committee's Charter at the next meeting.

- II. **WIOA State Plan** – The updated state plan was released on July 20 and is posted on DLLR's website.
- III. **Next Level Innovation Series Professional Development** – Phase III of the NLI series is now underway. Four local areas participated in individualized phone conferences with Mathematica to learn more about how to develop road test ideas: Anne Arundel, Frederick, Mid-Maryland (Carroll County), Lower Shore.
- IV. **MOU / RSA** – Lloyd continues to track incoming MOUs and RSAs, and will keep the group updated. To receive access to the google site that DLLR developed to track these documents, members were encouraged to contact Lloyd.
- V. **Executive Order** - On July 19, President Trump issued an Executive Order (EO) establishing [the National Council for the American Worker](#), a federal interagency body designed to increase job training opportunities for students and workers through education, skills-based training and other means of workforce development. The council will be co-chaired by the U.S. Secretaries of Commerce and Labor, the Assistant to the President for Domestic Policy and the Advisor to the President overseeing the Office of Economic Initiatives. The purpose of the council is to develop policy and strategy recommendations related to improving the workforce in America. The EO also establishes an American Workforce Policy Advisory Board comprising up to 25 members appointed by the president from the private sector, employers, educational institutions and states to offer diverse perspectives on how the federal government can improve education and training for American workers.
- VI. **TANF Snapshots** - The University of MD has updated the TANF snapshots, which are briefs, produced annually by DHS to dispel misconceptions of and raise awareness about the average TANF customer's profile.
- VII. **Good of the Order**