



Benchmarks of Success for Maryland’s Workforce System

WIOA Alignment Group

1:00 – 3:00 PM, June 26, 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, Daryl Rosenbaum, Jennifer Moore, Jody Boone, Kim Lightfoot, Lili Taylor, Melissa Zervos, Michael DiGiacomo, Milena Kornyl, Richard Reinhardt, Scott Dennis, Terry Gilleland, and Natalie Clements

Handouts: Agenda and Monthly Roll-up Report of Committee Activities

Minutes

I. Welcome and Introductions

WIOA Alignment Group member Suzanne Page is retiring. Scott Dennis, Acting Director of DORS, will take her place on the Alignment Group. Erin Roth shared a success story from the Registered Apprenticeship program, which is funded through the Apprenticeship Innovation Fund (out of the ApprenticeshipUSA grant).

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	Yes
Professional Development & Technical Assistance (PD&TA)	No

Representation from Unemployment Insurance (UI) continues to be needed on the committees. Stuart Campbell recently provided Erin Roth with a list of individuals to represent the Department of Housing and Community Development.

Reports from Committee Chairs

- *The Communications Committee* - The Committee Chair gave the WIOA Alignment Group a full rundown of the group’s current activities, including all items listed in the Committee Roll-up for June.
- *The PD & TA Committee* - While the PD & TA Committee fell somewhat behind the GWP timeline, the group made a lot of progress at an all-day retreat in June. The Chair reported that the PD plan will be submitted for review and approval by July 30th. The committee plans to pilot *Benchmarks* training

to frontline staff on October 1, 2018. Subcommittees were identified to develop training content for a Benchmarks 101 presentation, and customized versions for Boards and Supervisors.

- *The D&D Committee* - The committee completed the Asset Map and has begun developing calculations for the first strategic goal. The WIOA Alignment Group advised that the Glossary of Terms not be sent out for public comment. Once finalized, it will be included on the DLLR *Benchmarks* webpage. The completed Data Dictionary will involve much more technical detail, and therefore should not be posted on the website.
- *The Policy Committee* - The Policy committee's work on the end-of-year Policy Report is ongoing. The recommendations differ in effort to implement as well as timeframe. This month's meeting focused on K-12 connections through Youth Apprenticeships.

III. Next Steps and Action Items

- The next meeting of the WIOA Alignment Group will be 1:00 to 3:00 PM on Monday, July 30, 2018 at the DLLR Baltimore office (1100 N. Eutaw Street, Baltimore, MD 21201) in Room 108.
- Erin Roth will share the Communications committee's *Benchmarks* introductory video, logo, and tagline, so the WIOA Alignment Group members can get these items approved by their organizations' executives.
- LiLi Taylor will share the link when the DnD's Glossary of Terms is available on the DLLR *Benchmarks* webpage.

Part II: WIOA Alignment Group – Remaining Business

2:30 – 3:00 PM

Minutes

I. Current status of WIOA State Plan

- The Group recognized that the HHS-related portions of the Plan appear to be on a different approval track/timeline than the rest of the Plan. DHS shared information related to this point and offered to follow-up with HHS.
- After discussion, the Group agreed that the State Plan was ready to submit via the Portal to federal oversight agencies, despite confusion on HHS timelines, so that the deadline is met.
- Erin agreed to submit the State Plan into the Portal on behalf of the Alignment Group agencies.
- Erin updated the group on next steps for State Plan dissemination and shared that the DLLR Communication Team was conducting esthetic revisions for the public release of the Plan in addition to ensuring ADA compliance requirements are being met.

II. Next Level Innovation Series Professional Development

- The second phase of the NLI Series took place on June 4. The all-day session was facilitated by consultants from Mathematica, who provided theory and practice around motivational assessment and goal-setting tools. Interest in the session was high. Eighty-five individuals attended the event from Anne Arundel, Mid- Maryland, Frederick, Lower Shore, and Western MD. Partners overseen by DLLR, DORS, DHS, and DHCD were in attendance.

III. MOU / RSA

- Lloyd continues to track incoming MOUs and RSAs, and will keep the group updated.