



USWIB Board meeting: 9/27/22, Chesapeake College, 5:30 p.m.

Attendees: Jim Cutter, Nick Grande, Adam Tolley, Tyler Patton, Jenifer Dubosq, Eric Kuster, Bill Bailey, Jim Cutter, Cliff Coppersmith, Connie Overington, and Dan Lessard.

Guests: Dan Schneckeburger, Ex. Director, Joanne Gannon, Deborah Boulden, and Samantha Parker

- I. Call to Order 5:35 p.m. (Tyler Patton, chair)
- II. The minutes from our last board of directors meeting on 5/24/22 were discussed. Motion to accept from Eric Kuster, seconded by Connie Overington; motion passed unanimously. Mr. Patton took the opportunity to allow Nick Grande, Jen Paquin, and Adam Tolley to introduce themselves since they had only attended virtual board meetings previously.
- III. Rapid response updates

ED Schneckeburger reported on Rapid Response visits to USA Fulfillment (Kent County, June 8 and 10; 92 dislocated workers) and Medifast (Caroline County, September 15 and 16; 130 dislocated) with partners from MD Department of Labor, Chesapeake College, and county economic development officials. Our goal is to get them registered for workforce training and/or get back into the Upper Shore labor force.
- IV. Summer Youth Job Connection program

Youth coordinator Deborah Boulden reported on the successful summer job program just concluded. 53 youth were placed in a six week paid work experience program mainly funded by a grant from DORS. 13 remained in their jobs. Mr. Patton inquired whether our participant numbers were comparable to the pre-covid summer job program (they are). Ms. Paquin (DORS) commented they are very happy with Ms. Boulden and the results of the program. Ms. Overington asked if participants are eligible for next summer (they are depending on their age), and whether we follow-up with previous students. Ms. Boulden gave two examples of students who now as adults gained valuable work experience from the program. Mr. Bailey asked if the students have to interview for the job (they do), and how the program fits student interests with an employer. Mr. Lessard asked how we interact with employers after the program; they are part of our evaluation with DORS but many employers are long term participants. Mr. Patton asked that we improve the graduation program for next year. Overall, the board was very pleased with the program and report.
- V. WIB budget adjustments: FY-2023

Our FY-23 WIOA funding for Adult (\$181,036) and Dislocated Worker (\$466,455) has been approved by Maryland Department of Labor. Mr. Patton asked for a motion to approve,

motion to accept the funding by Mr. Kuster, seconded by Ms. Overington; motion carried unanimously.

The WIB has also received funds from the Rural Maryland Economic Fund (RMEF) administered by the Maryland Department of Commerce and the Upper Shore Regional Council and the Mid Shore Regional Council. We have been approved for \$135,000 from the USRC to be used evenly in Kent and Queen Anne's Counties, and \$50,000 from Dorchester County. The funds will be expended as Incumbent Worker Training (IWT) with businesses in those respective counties. More funding may be available from Caroline County, but will subject to a separate board action. Mr. Patton asked to motion to accept; motion to accept these funds was made by Mr. Coppersmith, seconded by Ms. Paquin; motion carried unanimously.

VI. Job Fair

ED Schneckeburger reported that we have 75 businesses registered with a waiting list of 12 for the Job Fair on 10/4/22 at Chesapeake College/HPAC from 3-7 p.m. Mary Ellen Carter (WIB board) and Shirley Lake (WIB employee) will be doing a pre-employment job seminar for job seekers from 2-3 p.m. Mr. Patton asked that an email invitation be provided to all board members, and he encouraged attendance from all board members.

VII. One stop operator report

Ms. Parker reported on her FY-2022 One Stop Operator (OSO), with a requested change in the reporting of the partners associated with the American Job Center network in order to make it easier for them to provide us information. She also mentioned an in person breakfast meeting that will occur on October 3 (Chesapeake College, TPAC, 8:00 a.m.) supported by the USWIB. Mr. Kuster asked if the information has been provided by partners (not sufficiently), and Ms. Parker stressed that the change should help in gathering this. This change would be different from our agreement with Parker Consulting. Mr. Patton asked for a motion to accept this reporting change and it would be a no cost addendum to our current contract. Mr. Kuster provided the motion, seconded by Mr. Cutter, motion approved unanimously. Mr. Patton requested the board be invited to the meeting on October 3. Mr. Patton also asked that at a future board meeting we discuss Parker Consulting's contract as the OSO operator beyond June 2023.

VIII. Executive director report

ED Schneckeburger suggested the labor data provided be submitted as informational consent agenda items, and Mr. Patton agreed. Since his last report on May 24, ED Schneckeburger has spent his time gaining grant approvals for FY 22 and FY 23, complying with fiscal and labor monitoring audits, and meeting with community leaders.

IX. Announcements

Mr. Patton stated that he would like nominations for the steering/executive committee be provided to him so elections can be held at the next board of directors meeting. The next meeting will be December 13, 2022, at Chesapeake College at 5:30 p.m.

X. Mr. Kuster motioned to adjourn the meeting, seconded by Mr. Cutter, motion passed, and meeting adjourned at 7:20 p.m.