



**USWIB Board Meeting: 5/2/23, Chesapeake College, 5:30 p.m.**

Attendees: Bill Bailey, Eric Daniels, Connie Overington, Scott Warner, Cliff Coppersmith, Jenifer DuBosq, Dan Lessard, Terenda Thomas, George Weeks, Bill Christopher, Jena Paquin, Tom Timberman

Guests: Dan Schneckeburger, Samantha Parker, Dave Harper, Ellen Lafrankie, Brenda Horrocks

- I. Call to Order 5:35 p.m. by Dan Lessard
- II. Presentation: Title II programs  
Brenda Horrocks, Director of Adult Education and Family Literacy, discussed Title II programs. The presentation included information about the grant funding and an overview of the GED, NEDP, and ESL programs along with the services the programs provide. Four of their former students are now employees. They employ about twenty-five instructors. They are in need of more instructors.
- III. Minutes April 11, 2023  
Budget snapshot, program participation, unemployment data, labor inventory/participation.

Information on the financial position (Budget Snapshot) of the WIB; outreach to older youth (ages 18-24); and information on the Opioid grant targeting First Responders, EMTs, Paramedics, and Peer Recovery Advocates. WIB is handing out rack cards to high school counselors for graduating seniors. Dan Lessard met with Kent County High School seniors to get some interest. Discussed scholarship activity - 344 total scholarships for a total of \$893,845.10.

Tom Timberman motioned for approval of the minutes from the 4/11/23 meeting. It was seconded by Eric Daniels; motion carried unanimously.

- IV. Manufacturing Consortium and May 11" Job Fair: updates  
Twenty one manufacturers in a variety of areas attended the Manufacturing Consortium with about fifty two total attendees. A survey to collect information about the consortium and manufacturing in general was sent out, and we will continue to collect data. The new Manufacturing Dashboards were presented. The Job Fair is scheduled for

May 11, 2023. The slots for companies are full; there is a waiting list of 8 businesses. Portia Wu, Labor Secretary, has been invited.

V. One Stop Operator Report

Samantha Parker reported on the American Job Center Activities since the last meeting. Also reported was the use of the list serve, which is a way to send out information to the partners. There has been five times more usage last month than the past year. The quarterly meetings have been five separate meetings. The previous meeting was a combined meeting with the five counties. The feedback on the combined meeting was positive. Most participants stated that they enjoyed the collaboration and knowing what everyone is doing. The professional development event was discussed. One hundred percent of participants said the information was useful.

VI. Executive Director Report

Dan Schneckenger reported on his activities since the 4/11/23 meeting. Three Blueprint MOUs have been executed. The MOUs from Kent County Public Schools, Queen Anne's County Public Schools, and Caroline County Public Schools have been posted on the USWIB website for review. Dan Schneckenger and Shirley Lake attended a meeting with Blueprint Coordinators. Discussed training for WIB employees and the Public School Coordinators. Labor has approved the Regional WIOA Plan. The Local Plan is close to a final draft. Then the draft will be available for public comment, and press release will be sent out to inform the public about the public comment period.

VII. Bylaws review- Dan Lessard

Discussed the bylaws and suggestions were offered. A vote on the changes will be held at our virtual board meeting on 6/14/23.

VIII. Announcements

Next board meeting will be virtual on 6/14/23 at 5:30 p.m. The following one will be September 26, 2023 at Chesapeake College.

IX. Adjourn

George Weeks made the motion to adjourn the meeting, seconded by Timberman. The meeting was adjourned at 7:25 p.m. The meeting went into a closed session; motioned by George Weeks; seconded by Cliff Coppersmith.



Dan Schneckenger 5/3/23