



Upper Shore Workforce Investment Board

Minutes, February 27, 2018

Attendance: Nelson Hill, Scott Warner, Randy Holliday, Stuart Bounds, Connie Overington, Tom Timberman, Michael Brustein, Jim Cutter, William Bailey, George Weeks, Gail Collins, Royce Sampson, Linda Webb, Phil Bramble, Mary Ellen Carter, Dan McDermott, Melissa Mackey, Joanne Gannon, Michael Lawrence, Elaine Wilson, Terenda Thomas, Andrea Williams

1. Call to order: USWIB President George Weeks called the meeting to order at 5:35 pm
2. Approval of minutes, December 5, 2017
 - A motion to accept the Minutes of the December 5, 2017 USWIB Meeting was offered by Tom Timberman.
 - A second to the motion was offered by Nelson Hill.
 - The motion was accepted unanimously
3. Concurrence: Transfer of \$100,000 from Dislocated Worker Grant to Adult Grant
The USWIB adopted a Transfer of Funds Policy in February 2016 that stipulates that the USWIB President will provide email notification to the USWIB of the request by the Executive Director to transfer funds. Due to the proximity of the USWIB meeting to the identification of the need to transfer, the staff brought the transfer request to the USWIB meeting for concurrence. The USWIB President asked that a notification of the transfer request be emailed to the USWIB members so those who were not present would be aware of the transfer.
The term transfer is used for the budget action, however, the funds don't leave the Dislocated Worker account. The "transfer" allows \$100,000 of Dislocated Worker funds to be spent on eligible Adults within the Dislocated Worker Grant.
 - A motion was offered by Tom Timberman to concur with the transfer of \$100,000 from the Dislocated Worker Grant to the Adult Grant.
 - A second to the motion was offered by Gale Collins.
The motion was accepted unanimously.
4. One Stop Operator report
KRA Corporation provide a report of One Stop Operator activities. The presentation was given by Michael Lawrence. A written report appears at the end of the minutes of the February 27, 2018 USWIB meeting.

5. Eastern Shore Geographic Information System Cooperative: Eastern Shore Index

Erin Silva of the Eastern Shore Geographic Information Cooperative presented the Eastern Shore Index and asked for USWIB Member comments on the work so far and how the tool could be useful to USWIB members.

Highlights of the presentation include:

- Erin Silva: elsilva@salisbury.edu
- Use the dash board for data driven discussions to come up with answers using statistics
- A health dashboard is close to being made public:
<http://apps.esrgc.org/dashboards/health/#home>
- Eastern Shore Index – reliable, action data
 - Feeding In: Demographic, economic, geographic, agriculture, transportation, education, healthcare
 - Producing: Maps, charts, dashboards, info, etc.
 - Forecast of what it will look like and trends
 - Make sure the data is not out there and just need to find it and use it prior to creating new information
 - Using various sites to have ideas how to format the site such as: Jobs Ohio, Long Island Index,
 - Where are we? Identify stakeholders, solicit input and guidance, met with several economic development organizations in the region, identifying high priority datasets, data research

Questions and Responses:

- Any plan to collect compensation data in the various areas?
 - Tell us what you need and we want to be sure to include it
- How does one gain access to this information?
 - Will be public facing view
 - a more secure area if needed
- What is the projected timeframe to have this information available?
 - By the end of the year
- Have you spoken to county government?
 - yes
- If an organization came with a problem and had all the data needed, can the data be formatted to answer the problem? If so, will there be a charge with this?
 - High priority datasets that will help more organization but publicly accessible datasets

Data that may be useful to USWIB Members:

- Job classifications how many now and trends for the next few years
- Recruiting trends
- Salaries for comparison when data is not from the shore
- Salary compensation study
- Job requirements to the information gathered for the position
- Repository for employers to feed in the information that can “spit out” information for others

- Information that can be downloaded so it can be formatted by the user

6. American Job Center Branding Project Presentation

Angela Visintainer presented the American Job Center Branding Plan and outcomes.

- Goals
 - Motivate those who have given up
 - Motivate the underemployed
 - Increase the number of visitors in the AJC
- Completed the logo design
 - Trademark from the Federal Government
- Style Guide completed
- Rack Cards completed and printed
- Letter head done and printed
- Business cards are done and being used
- Phase 2
 - Launched the website
 - Various links
 - Revamped the list serv and it looks like the branding
 - Facebook page US Jobs Center
 - Announced the changes on Facebook February 27, 2018
 - Launched the video February 27, 2018
- Public relations
 - Press release distributed
 - Video launched
 - Eblast to all subscribers
 - Letters to stakeholders
- Almost completed the phases
 - Chamber of commerce eblast
 - Social media assets
 - Animated explainer video
 - Job center signage
- Phase 4 will be coming
 - Target 2 audience: Men and the women in their lives
- Still have USWB.org to house the WIB things

7. Announcements

- Date from the Chmura data analytics software tool was sent in the USWIB Meeting packet. If any member would like more or other data, it is available.

Adjourn

A motion to adjourn was offered by Tom Timberman.

A second to the motion was offered by Gale Collins.

The motion was accepted unanimously.

KRA One Stop Operator written report.

**Upper Shore Workforce Investment Board
One Stop Operator Report
February 2018 Board Meeting**

Upper Shore Workforce Investment Board												
Aggregate Data of Enrollments in PY 18 through 1/30/18												
AJC Career Center Job Seeker Partner-1	Caroline (Denton)		Dorchester (Cambridge)		Kent (Chestertown)		Queen Anne's (Centreville)		Talbot (Easton)		TOTAL	
	Total	New	Total	New	Total	New	Total	New	Total	New	Total	New
Title I WIOA Training & Career Services	56	23	77	37	87	73	33	14	150	72	403	219
Title II Adult Basic Education-2	202	41	108	29	33	12	105	24	136	39	584	145
Title III Dept of Labor, Licensing and Regulation	153		811		226		131		956		2,277	0
Title IV Rehabilitation Services-4 co.-3- Referrals	16	16	23	23	0		20	20	21	21	150	80
Title IV Dept of Rehabilitation Services--Kent-3	0		0		0		0		0		0	0
Department of Human Services-5	0	30	0	67	5	5	0	0	0	20	5	122
Sec. 166 Native American Programs-4	1	0	0		0		0		0		1	0
TOTAL by County	428	110	1,019	156	351	90	289	58	1,263	152	3,350	566

Note 1: Total is from 7/1 to the present, New is from the last WIB meeting to the current

Note 2: Title II also served 49 individuals from other counties in MD or DE not included in this count

Note 3: Department of Rehabilitation Services enrollments are only collected by region, not county

Note 4: Indian and Native American Programs are multi-state programs contracted with USDOL

Note 5: Report is for December, 2017 only

Data Collection Comparisons:

Request: How many individuals have some level of engagement to the labor market?

- Title I: 219 Enrollment into WIOA Services
- Title II: 145 Enrollment into Adult Education Program Classes
- Title III: Labor Exchange Services
- Title IV: Referrals to the Division of Rehabilitative Services Programs
 - 85 new referrals to the Easton Office (5 referral counties not identified)
 - Of those 17 have open cases and are now deemed a participant/client
 - To date 288 open VR cases and 88 Pre-ets Cases (21 & under)
- Department of Human Services (Dorchester County example)
 - 165 Total Temporary Cash Assistance (TCA) cases
 - 89 Child Only Cases—Adults (i.e., grandparents) that are not required to be in a work activity
 - 67 Work Eligible cases—do not have exemptions
 - Work activities include:
 - Job Search/Job Preparation
 - Work Experience
 - Employment (typically part-time)

