



Upper Shore Workforce Investment Board

Minutes, December 5, 2017

Attendance: Royce Sampson, Jim Cutter, Craig Wanner, Randy Holliday, Tom Timberman, Chip Williams, Stuart Bounds, Beverly Churchill, Scott Warner, William Bailey, George Weeks, Connie Overington, Eric Daniels, Linda Webb, Jena Paquin
Dan McDermott, Melissa Mackey, Joanne Gannon Michael Lawrence, Jason Mullen, Greg Adams, Terenda Thomas

I. Call to Order:

The meeting was called to order at 5:35 pm by USWIB President George Weeks

II. Welcome New Member Craig Wanner:

The USWIB welcomed new member Craig Wanner, private sector representative from Talbot County.

III. Approval of minutes, Sept 26, 2017

A Motion to accept the Minutes of the September 26, 2017 USWIB Meeting was offered by Tom Timberman.

A Second to the Motion was offered by Royce Sampson.

The Motion was accepted unanimously.

IV. Audit

Michael Kleger, CPA and James Maybury, CPA of PKS & Company, P.A. presented the USWIB, Inc audit for the period July 1, 2016 – June 30, 2017.

The highlights of the audit presentation:

- No findings and no audit adjustments
- Unmodified opinion on compliance for this report
- No deficiencies in internal audits
- No material weakness were found
- Lower expenditure for employee benefits in 2017
- 93% spent on program expenses high compared to nationwide

A Motion to accept the Audit was offered by Tom Timberman.

A Second to the motion was offered by Connie Overington.

The Motion was accepted unanimously.

V. IRS 990 Tax Exempt Organization Return

The USWIB as an IRS 501 (c) (3) organization must file an IRS 990 each year. PKS & Company, P.A. prepared the IRS 990.

The Maryland Personal Property Return is prepared by Chesapeake College staff.

A Motion to concur with the submission of the IRS 990 was offered by Beverly Churchill.

A Second to the Motion was offered by Tom Timberman.

The Motion was accepted unanimously.

VI. One Stop Operator Report

Mike Lawrence of the KRA Corporation presented a report on the activities of the One Stop Operator.

The highlights of the One Stop Operator report:

- If anyone wants the minutes from the quarterly meeting let Mike know and he will include you on the emails
- DORS is a regional number not individual county
- Working to meet with all possible partners and orient to American Job Center(s)
- Professional Development Held on the topic of Managing Federal Grant funds in November. It was well received
- Professional Development survey

Areas highlighted by USWIB Members:

- Mechanism to braid partner funding
- Standardizing participant counts
- Adding USWIB Members to email lists
- Adding potential partners to email lists

VII. American Job Center Branding Grant Approval

The Assistant Secretary of the Maryland Department of Labor, Licensing and Regulation notified the WIB Directors of the availability of Governor's Set Aside funds to assist with the costs associated with incorporating the American Job Center name and logo into the local branding efforts. The Upper Shore submitted a proposal for a \$5,000 grant for the creation of an Upper Shore American Job Center logo, rack cards, posters, banners, and flyers for outreach to customers- job seekers and employers.

A Motion to accept the \$5,000 Upper Shore American Job Center Branding Grant was offered by Tom Timberman.

A Second to the Motion was offered by Royce Sampson.

The Motion was accepted unanimously.

VIII. NAWB Conference

The National Association of Workforce Boards Forum, March 24-27 was discussed. USWIB Members who may be interested in attending were asked to notify the Executive Director by January 5, 2018.

IX. Business Economic and Community Outreach Network (Salisbury University)

Jessica Iacona of BEACON presented information entitled "Emerging Workforce Trends"

USWIB Members reacted to the information presented and there was a discussion of several topics on the BEACON list.

BEACON

EMERGING WORKFORCE TRENDS

Topic

2 and 4 year degree are not the gold standard

Manufacturing workforce needs are radically different than in the past

Artificial intelligence and IoT are here to stay

OJT has the highest ROI

Employer Driven Incumbent Worker training has higher impact

Planned Progressive Credentialing is the new imperative

Tracking and early recruitment approaches are the new imperative

Workforce Development & Case Management need to go "Hand in Glove"

Early focus on "Lost Kids" can yield excellent results

Health and Elder Care occupations will continue to grow

Tech Driven Ag is here to stay

Tourism is becoming much more data driven

New Training and Education Approaches are evolving

Retail is under pressure from M-Commerce

Nature of marketing has changed-dominance of social media

Soft Skills gaps are hindering all subsequent Workforce Development efforts

Business and Economic Development MUST work well with Workforce Development

The Gig Economy requires a different kind of Workforce Development

Entrepreneurship is on the rise, requiring specialized Workforce Development

Blended workplaces are on the rise

The impact of Millennials and Gen Z forces major adjustment of Workforce Development

Augmented and Virtual Reality is changing how we educate and train

Worker turnover will continue to be high

"I" is out, "WE" is in

Benefits, perks, and work environment are now part of Workforce Development

The growing need for Agility and Flexibility at work is changing Workforce Development

X. Announcements

The Upper and Lower Shore jointly purchased Chmura Jobs EQ, a data analytics tool. Chmura Jobs EQ provides a wealth of economic and demographic data in an easy to access template.

Like Upper Shore Job Centers on Facebook

XI. Adjourn

A Motion to adjourn was offered by Tom Timberman.

A Second to the Motion was offered by Royce Sampson.

The Motion was accepted unanimously at 7:04 pm