

**PRINCE GEORGE'S COUNTY
LOCAL WORKFORCE DEVELOPMENT BOARD (LWDB)**

**Wednesday, August 19, 2020
Local Workforce Board Meeting Minutes**

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Virtual Zoom Meeting

Attendees:

Board Members

Charnetia Young
Omar McIntosh
Jasmine Taylor
Dawnn Leary
Yvette Snowden
Ebony Stocks^
Natalie Mitchell
Tamara Robinson
Gloria Brown Burnett
Mitch Mitchell
Jacqueline McSears Boles
Juan Carlos Linares
Troy Green

Angie Rodgers
Jean Paul Cadet
Rasheeda Jamison
Kari Pompilii
Kelley Bishop
Sara McDonough
Ken Lemberg**
Pat Philippe
Stacey Butler
Stephen Neal
Mike DiGiacomo**

^Designee
** Special Guest

Employ Prince George's Staff

Walter Simmons
Jamie Gunnell
Jeffrey Dufresne
Annette Chisolm
Portia Hurtt

Vernice Gonzalez
Angelica Brown
Jeffrey Swilley
Jennifer Ricks
Lisa Barber

Welcome

The meeting opened at 8:03 a.m. with greetings from Board Chair Charnetia Young and Executive Director Walter Simmons.

Review of Minutes

Charnetia Young

- Minutes of the July 17, 2020 meeting were presented for approval.
 - Motion made by Dawnn Leary; seconded by Tamara Robinson and carried unanimously.

WDB Updates

**Walter Simmons
& Jamie Gunnell**

- WDB Member Job Description
 - VOTE: Board calls for a vote to approve the WDB Member Job Description**
 - Motion to approve made by Jasmine Taylor; seconded by Tamara Robinson and carried unanimously.
- WDB Elected Official Appointees
 - Walter Simmons noted that with the update to the bylaws last year, there are three non-voting elected officials joining the board; one federal, one state and one county representative.
 - Congressman Anthony Brown, Senator Jim Rosapepe & Council Member Deni Taveras will be notified by Walter Simmons and Jamie Gunnell of their appointment by the Office of the County Executive.
- WDB Chamber of Commerce Appointees
 - David Harrington from the Chamber of Commerce accepted his appointment but wanted to review the Board Member Job Description. Walter Simmons will send Mr. Harrington the Board Member Job Description not that is has been approved.
 - Walter Simmons announced that he is working on sourcing a representative of the Latino Business Community to join the WDB through one of the local Hispanic Chamber of Commerce's. The three chambers that he is looking at is the Greater Washington Hispanic Chamber of Commerce, the Maryland Hispanic Chamber of Commerce and the Salvadorian American Chamber of Commerce.
- Virtual Board Meeting Operations
 - Jamie Gunnell announced that state and federal policy requires that local workforce development boards must host one public board meeting per quarter. The WDB will begin following this mandate by allowing community members the opportunity to attend the meetings publicly via zoom.
 - Board meetings are posted on the American Job Center Community Network website, www.PGCAJC.com

Committee Updates

Board & Staff

- **One Stop/AJC Committee**

**Portia Hurtt. &
Jamie Gunnell**

- Portia Hurtt announced the development of, and reviewed, the Policy Development Process Policy

VOTE: Board calls for a vote to approve the Policy Development Process Policy

- Motion to approve made by Gloria Brown Burnett; seconded by Stephen Neal and carried unanimously.

Old Business

- **FY21 Conflict of Interest Certification Update**

Jamie Gunnell

- Jamie Gunnell announced that 65% of board members have completed the Conflict of Interest Certification agreements.
- Conflict of Interest Certification agreements are due to Jamie Gunnell via email by October 21, 2020.

New Business

- **Covid-19 Legislative Update**

Portia Hurtt

- Walter Simmons provided an update that Employ Prince George's has received internal virtual services updates & will be connecting with service providers on their virtual service offerings.
- Prince George's county government has pushed back the opening phases of the county and the public are still unable to enter government buildings. The AJC will remain closed to the public through the end of the year.

- **New Board Meeting Time**

Jamie Gunnell

VOTE: Board calls for a vote to move the Virtual Board Meetings to 9AM

- Motion to approve made by Gloria Brown Burnett and carried unanimously.

- **Moving December Board Meetings to the First Wednesday** Jamie Gunnell

VOTE: Board calls for a vote to move December Board Meetings from the third week in December to the first week in December

- Gloria Brown Burnett motions to move December Board Meetings from the third week in December to the first week in December; seconded by Jacqueline McSears Boles and carried unanimously.

- **WIOA 4th Quarter PY19 Annual Report**

Walter Simmons

- Walter Simmons reviewed the WIOA 4th Quarter PY19 Annual Report and noted that these reports will be reviewed by the committees who will provide recommendations to the board every quarter.

- **Covid-19 Board Member Updates**

Board Members

- Tamara Robinson, Regional Director of 1199 SEIU Training and Unemployment Funds, voiced her concern that many organizations continue to focus on traditional barriers to access as opposed to focusing on the new/current barriers to access. Tamara provided an update that her staff members are implementing direct phone calls to assist residents, completing intense case management, and providing direct application assistance.
- Gloria Brown Burnett, Director of Prince George's County Department of Social Services, announced that DSS is using a 1-800 state number to accommodate the large influx of calls. Gloria also voiced concern that the lack of access to digital services may hinder residents from completing job interviews as most interviews are now being held virtually.
- Kari Pompilii provided an overview of the Maryland Department of Labor's efforts to respond to COVID-19 and the impacts of the pandemic.
- Stephen Neal, President/CEO of K. Neal Truck & Bus Center, voiced concern about workforce availability.
- Rasheeda Jamison, President & CEO of United Communities Against Poverty, Inc. suggested looking at non-traditional job opportunities. Rasheeda provided an update that they have begun non-traditional training including courses in auto detailing, catering & photography.
- Jasmine Taylor shared that Six Flags of America completed all virtual/phone interviews to hire 1,800 employees. The largest challenge is the training & on-boarding process. In addition, public transportation proved to be an issue for weekend shifts.
- Charnetia Young, Sr. Director of Workforce Programs at the Learning Center CVS/Caremark, shared that public transportation has been a major challenge. The reduced bus schedule is not conducive with essential operating hours at their retail locations, especially for entry-level / reentry employees. Additionally, Charnetia shared that employees hired for office positions are given a company laptop, as well as a MiFi if they do not have access to Wi-Fi at home.
- Ebony Stocks provided an update that the Economic Development Corporation is developing a survey to collect data from businesses in their network.
- Jacqueline McSears Boles provided an update that Industrial Bank is hiring various positions featuring a virtual application process.
- Yvette Snowden announced that Prince George's County Community College is starting primarily remotely for the Fall Semester. Limited classes were offered over the summer & will continue into the fall for courses that require

hands-on training components. Limited computer lab access is available for registered students.

- Jean Paul Cadet shared that Prince George's County Public Schools are preparing materials for students to take home with instructions for lessons and activities at home. A challenge has been providing devices to each student, as well as providing a platform that can access necessary software from MacBooks and PCs. They are looking into partnerships with various organizations for programs that are not so easily put in a box, such as culinary programs.
- Troy Green, Recruitment & Employment Manager at the University of Maryland Capital Region Health shared that there is a breakdown in the populations they work with, particularly with entry level individuals in the interviewing, on-boarding and training processes.
- Juan Carlos Linares, General Manager, provided an update on Tanger Outlets National Harbor and their efforts in response to COVID-19. Juan Carlos shared that a challenge Brand Partners are facing include hitting payroll needed while hitting the bottom-line. Reduced hours have also cutback the opportunity for workers. Without being able to bring in additional shoppers, they will not be able to increase the workforce.
- Mitch Mitchell, Regional Vice President representing Pearson Education, shared that all employees have been brought back from layoffs as of July 13, 2020. Pearson Education is working to ensure all curriculum materials are on a digital platform but are facing challenges working with the schools due to their technology base. Pearson's next initiative is to provide PPE to schools in their network.
- Sara McDonough, Director of Adult Education at the Prince George's County Community College, shared that the lowest level is the hardest to serve online. Zoom is being used across the board, and they are experiencing an increase of interest in GED programming.
- Walter Simmons provided an update on virtual initiatives provided by Employ Prince George's.

Adjournment

Charnetia Young

- Next Meeting: October 21, 2020 via virtual Zoom meeting. Link will be provided in advance of the meeting.
- Meeting adjourned at 9:55 a.m.