

**PRINCE GEORGE'S COUNTY WORKFORCE  
DEVELOPMENT BOARD (WDB)**

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**Wednesday, December 1, 2021,  
Workforce Development Board Meeting Minutes**

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Virtual Zoom Meeting

**Board Members:**

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|--------------------------|-------------------------|
| 1. Allie O'Neill         | 13. Jim Rosapepe*       |
| 2. Brian Courtien        | 14. Kari Pompilii       |
| 3. Charnetia Young       | 15. Kelly Bishop        |
| 4. Dawnn Leary           | 16. Mitch Mitchell      |
| 5. David Harrington      | 17. Natalie Mitchell    |
| 6. Deni Taveras*         | 18. Pat Philippe        |
| 7. Ebony Stocks^         | 19. Rasheeda Jamison    |
| 8. Erica Berry Wilson    | 20. Rebecca Boggs^      |
| 9. Gloria Brown Burnette | 21. Stacey Butler^      |
| 10. Jean-Paul Cadet^     | 22. Troy Green          |
| 11. Jeff Henderson       | 23. Dr. Yvette Snowden^ |
| 12. Jill Hall^           | 24. Joshua Harrold      |
|                          | 25. Deborah Topcik      |

^Designee

\*Elected Official

**Board Staff & Guest of the Board**

Walter Simmons  
Jamie Gunnell  
Jeffrey Swilley  
Vernice Gonzalez

Portia Hurtt  
Alexander Austin  
Benn Cann

## **Welcome**

**Jamie Gunnell**

The meeting opened at 9:10 a.m. with greetings from Board Administrator Jamie Gunnell.

## **Approval of Minutes**

**Dawnn Leary**

- Minutes for October 20, 2021 meeting were presented for approval by Dawnn Leary.
  - Motion to approve the minutes made by Gloria Brown Burnette; seconded by Jim Rosapepe and carried out unanimously.

## **WDB Updates**

**Jamie Gunnell**

### ***New Board Staff/Board Members Composition***

Jamie Gunnell

- The WDB consists of 34 Members (3 elected officials [Federal, State, and Local] and 31 general board members). Senator Ben Cardin will confirm next calendar year if he can join. The question was posed to the Board if the Senator is unable to join are they open to removing the Federal position and perhaps having two members from either State or Local. Councilwoman Deni Taveras made a special ask to bring in someone with green industry experience.
- There are currently three Board vacancies under the Business category. Staff recommends filling the positions with in-demand industries (Information Technology, Transportation, and Logistics). Councilwoman Taveras discussed green industry space.
- One Board vacancy under Workforce to be filled with a Labor Organization or an Apprenticeship Sponsor.

## **Old Business**

**Board Staff**

### ***MD DOL UI Data Sharing Agreement***

Jamie Gunnell

- Finalizing negotiations with MD Department of Labor to access UI Data. Upon approval from the WDB, the process is to send MOU to the County Executive and MD Department of Labor to sign. The County Executive will execute the MOU. Start the process to access the current UI claimants in Prince George's County. UI benefits are based on the claimant's address. ETA to start would be a few weeks.
- Clarification was asked to share the frequency of information being asked for. The current agreement has disbursement quarterly with contact information. The frustration was highly expressed on the quarterly delay vs. real-time.
- A request was made to sign contingent with a strong letter requesting an amendment stating we will move forward; however, the goal is to get the frequency to real-time. The decision was made to vote on this topic via email.

- Motion made to table vote and vote via email after Walter Simmons and Senator Rosepepe have an opportunity to have further engagement. Motion made by Gloria Brown Burnette; seconded by Jim Rosapepe and carried out unanimously.

### ***Local Plan Approval***

Jamie Gunnell

- Received conditional approval of the Local Plan from the Governor's Workforce Board with minor edits to be made. The primary edit was to change the Local Training Provider List structure.
  - Motion to submit the plan with changes back to the Governor's Workforce Board as final with approval for minor edits that have been made or may be recommended by the Governor's Workforce Board made by Gloria Brown Burnette; seconded by Jim Rosapepe and carried out unanimously

### ***ARP Policy and Compliance Contractor***

Jamie Gunnell

- RFP has been completed and awarded to the National Association of Workforce Board (NAWB). Receipt of policies expected by March 2022 and a presentation to the Board by close of June; will likely be presented at the June Board Retreat.
- Clarification was requested. Contracting with the American Rescue Plan Act to ensure policies and guidelines are appropriately enforced. Clarification on the funds if from State allocations (intended for flexibility) or other ARPA funds (more restrictive). It is a combination of both.

### **New Business**

**Board & Staff**

RFP Updates:

Jamie Gunnell

- Update provided on the Local Training Provider for Short-term Occupational Training RFP. Solicit proposals from Training Providers to offer similar training as they do for the state using non-WIOA funding. Goal to have over 100 providers on our list. The request was made to provide a quick summary of the board's RFPs to share with their network.
- RFP update also provided on the Youth Career Center/One Stop Operator. Six participants attended the virtual bidder's conference on November 1st. To date, two submissions have been received. RFP Closed at 5:00 p.m. December 1. The request was made if Board wanted to be on the review committee to please reach out to staff.

Rapid Re-Employment Grant Update:

Jeffrey Swilley & Alexander Austin

- Ninety-seven applications were received, fifty-three applications were accepted, and twenty-seven moved to the contract phase. The current contracts represent 68 jobs. The 97 applications received represent nearly two million dollars. Funds distributed through December will represent almost \$610,000. The industry

sectors that represent the 97 applications are Hospitality and Retail 36%, Information Technology 23%, Professional Services 21%, Transportation 9% (the trend is spiking up specifically CDL Drivers class B), Childcare 6%, and Healthcare 5% (fewer applicants but may be requesting 25-40 people at one time).

- Series of Information Sessions/Hiring Events/Job Fairs with Industries and Networks to drive the level of interest.

### **Adjournment**

**Charnetia Young**

- Next Board Meeting: February 16, 2022, @ 9:00 a.m. This will be a public board meeting, and individual Zoom links will be sent to each board member, representative, etc.