**Benchmarks of Success for Maryland’s Workforce System**

**Monthly Overview of Committee Activities**

**Quarter**: 2020-4, 2021-1 **Month**: December-January **Year**: 2020-2021

**Attendance**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **Title I** | | **Title II** | | **Title III** | **Title IV** | **TANF** | | **DUI** | **CSBG** | **Other** |
|  | **S** | **L** | **S** | **L** |  |  | **S** | **L** |  |  |  |
| **Communications** | X |  | X | X | X | X | X |  |  | X | X |
| **PD & TA** | X | X | X | X | X | X |  |  |  | X | X |
| **Data and Dashboard** |  |  |  |  |  |  |  |  |  |  |  |
| **Policy** |  |  |  |  |  |  |  |  |  |  |  |

**Activities Summary**

Two out of the four committees met within the last two months, Communications and Professional Development and Technical Assistance. The Communications Committee has two documents to share with the WIOA Alignment Group. The Data and Dashboard Committee met with the Governor’s Workforce Development Board Executive Director.

|  | **Meeting Dates** | **Work Plan Goals and Deliverables** | **Status** | **Learnings / Challenges** | **Opportunities for Collaboration** |
| --- | --- | --- | --- | --- | --- |
| **Communications** | 12.10.2020  1.14.2021 | * The Committee published Issues #21 and #22 of the Benchmarks of Success newsletter (covering November/December ’20 and January ‘21). * Issue #21 of the newsletter, which was released on December 3, 2020, featured apprenticeship and National Apprenticeship Week and included 12 articles. * Issue #22 will be published on January 26, 2021. Virtual learning opportunities available through the Maryland Workforce Exchange will be featured among the 12 articles included. | The committee requests that the WIOA Alignment Group review their proposed topic list for newsletter Issue #23 (February 2021) to provide guidance, ideas for enhancements, and approval for the committee to move forward in developing content. | The committee’s work is going well. | The committee met with the Professional Development and Technical Assistance Committee in December to learn more about their work and included learnings from that meeting in the January newsletter. The Data and Dashboard Committee assisted in developing a Q1 survey question on financial literacy offerings across the system. Communications is also working with the Data and Dashboard Committee to develop content around terminology that differs between partner programs as a way to increase the knowledge of staff regarding programs other than their own. |
| **Data and Dashboard** | N/A | * Progress in planning the GWDB data report. * Development of a survey question for the Benchmarks Newsletter concerning how workforce system staff track participation in financial literacy classes | The Data and Dashboard Committee met with GWDB staff to discuss their data needs. | DHS cannot report their data on the same quarterly schedule as the other agencies. The GWDB shared that they would prefer to receive the most recent quarterly data from all agencies. DHS’ data will be one quarter behind the other agencies’. | The Data and Dashboard Committee will collaborate with the Communications Committee on including workforce vocabulary in future newsletters |
| **Policy** | N/A | * The Policy Committee will discuss Global Work Plan goals and deliverables in their March meeting. | The Policy Committee plans to meet in late March after the height of the legislative session has concluded. | N/A | The Policy Committee will send a survey question to the Communications Committee asking readers to vote on which topic(s) the Policy Committee should vote on. |
| **Professional Development and Technical Assistance** | 12.18.2020 | * Create a one-page document displaying the organizational chart with clickable links that would go in detail of each part of the Governance Structure. * Consensus is to pivot to have training broken down by Title and the Benchmark goal(s) that it corresponds to. * Committee members will submit feedback via the collaboration document and/or to John directly. | Once a cluster of trainings are available, they will be presented to the WIOA Alignment Group for review and approval. | N/A | N/A |