



Benchmarks of Success for Maryland's Workforce System

WIOA Policy Work Group
1:45 – 3:00 PM, June 26, 2018
Conference Call

Attendees: Erin Roth, Francine Trout, Charles Hunt, Lauren Gilwee, Lloyd Day, Mary Sloat, Matthew Bernardy, Matthew Jackson, Sara Muempfer, Sarah Sheppard, Shamekka Kuykendall, Tavia Williams, Wesley Wilson, and Natalie Clements

Handouts: Agenda

Minutes

I. Introductions

- Erin welcomed the group and shared that the WIOA Policy Work Group will reschedule the transportation barrier meeting, hopefully for the fall. The group plans to have a presenter from the Maryland Department of Transportation attend.

II. Debrief on Chair/Co-Chair meeting with the WIOA Alignment Group

- The committee Chairs, Co-Chairs, and Coordinators now meet monthly with the WIOA Alignment Group. This monthly meeting allows for committees to share progress, challenges, and opportunities for collaboration.
- The WIOA Alignment Group is looking at who is attending each meeting for the various committees, i.e. that each applicable state and local Maryland workforce system partner is represented.
- Stuart Campbell (Department of Housing and Community Development) recently provided a list of local representatives from the community action agencies—new State Plan partners that administer the Community Services Block Grant-- for inclusion on each committee. These new members will likely begin participation next month.
- The Maryland State Plan was re-submitted to federal partners in the portal after all requested revisions were made. The Temporary Assistance for Needy Families and Community Service Block Grant sections may still receive comments from the U.S. Department of Health and Human Services after the plan's official approval, for these programs are on a different timeline. Maryland expects the plan to be approved by July 1st.
 - Once the plan is approved, the Communications Committee will roll-out a series of communications
 - Once the State Plan is approved, the regions and Local Areas will need to revise their plans. The WIOA Alignment Group has not yet decided on a timeline for these revisions. The WIOA Policy Work Group is tasked with leading the Regional and Local Planning Guidance updates. WIOA Policy Work Group members should expect to receive draft planning guidance; they will have a couple weeks to provide feedback (e.g. suggestions of how to incorporate the *Benchmarks of Success* into the guidance). The other committees will be given the chance to provide comments as well.
- The Professional Development and Technical Assistance (PD & TA) Committee had an all-day planning retreat facilitated by a consultant. Their PD & TA plan for Maryland's workforce system should be complete by the end of July. The committee plans to roll out a four-hour pilot training that will provide a brief, high-level overview of the Maryland workforce system and partner agencies as well as a 101 on the *Benchmarks of Success*. The training will be scaled up according to feedback.

- The PD & TA Committee is in need of WIOA Title I representation. If WIOA Policy Work Group members have suggestions, they should connect with Erin Roth.
- The Data and Dashboard (DnD) Committee completed a high-level Glossary of Terms, which will be uploaded on the DLLR *Benchmarks* webpage. The committee has also completed an Asset Map of data procedures. The committee is currently working on the in-the-weeds data calculations (Data Dictionary) and has written calculations for the first three benchmarks of the first Strategic Goal. They are figuring out a way to provide some of the data now to present to the WIOA Alignment Group and Governor’s Workforce Development Board stakeholders.
- The Communications Committee has created the first of a series of *Benchmarks* rollout videos with executive leadership. The committee also developed a new logo for the *Benchmarks of Success*, tagline (“Putting Maryland To Work”), newsletter template, and other collateral communications material.
 - The Enoch Pratt Free Library provided resources and expertise for producing the video.
 - The Communications Committee created a *Benchmarks* webpage that sits on the DLLR site. This page contains the various committees’ minutes and materials and can be found here: <https://www.dllr.state.md.us/employment/wioasuccess.shtml>.

III. Debrief on the “Youth Apprenticeship” Survey Results

- Last meeting, the work group was joined by Dr. Lynne Gillie, Assistant State Superintendent for the Maryland State Department of Education's Division of Career and College Readiness and Chris MacLarion, Director of Apprenticeship and Training at DLLR, to share learnings from the state’s Youth Apprenticeship pilots. These presentations on workforce training for high school age students are a starting place for workforce and K-12 connection. Additionally, Francine Trout presented a local example of Youth Pre-Apprenticeship in Howard County.
- The committee leadership provided the group with the option to select and rank up to 8 policy recommendations related to Youth Apprenticeship. Based off of the results, the work group will include four of them in the Policy Recommendations Report, including:
 - The More Jobs for Marylanders Act aims that by January 1, 2025, 45 percent of high school graduates, prior to graduation will either: complete a CTE Program, earn industry-recognized occupational or skill credentials, or complete a registered youth or other Apprenticeship. Efforts to meet the More Jobs for Marylanders Act 45 percent goal should intentionally include diverse student populations, considering but not limited to, race, socioeconomic status, English proficiency level, those with an Individualized Education Program U, disability, etc.
 - Create a communication framework to teach K-12 students, school staff, parents, and communities about the value of Apprenticeships. Use a reproducible "Road Show" that can be shared statewide by DLLR and MSDE.
 - Incentivize 6th to 12th grade teachers to shadow industry sites to enhance lesson planning and foster instructional connections to workforce development.
 - After discussion, this recommendation will be re-written to incorporate the business side.
 - Additionally, this will be revised to expand the target population to 6th to 14th (rather than 12th) to include community college learners.
 - Use TANF dollars (literacy skills are an allowable cost) to get young TANF-recipients into Youth Apprenticeship.

IV. Next Steps

- The next meeting is scheduled for July, but it may need to be rescheduled. Natalie Clements will send out more information and likely a Doodle Poll to reschedule the meeting for another date in July or for early August.
- The WIOA Policy Work Group is on track to have the Policy Recommendations Report issued in August or September.