

Workforce Development Board



Investing in People

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*“A **Frederick County** where every person has the opportunity to maximize his or her career potential and all local employers have the human resources they need to grow and prosper and Frederick’s workforce system is the “go to” for businesses who need skilled employees.”*

Frederick County Workforce Development Board Joint Meeting with Frederick County Business and Industry Cabinet Meeting Minutes December 8, 2017 8:20am

Board Members Present: Amanda Haddaway, Chair, Cindy Trout, Vice Chair, Steve Chafitz, Mike Dickson, Elizabeth Cromwell, Richard Griffin, Charlie Hunt, Dr. J.J. Lin, Dwayne Myers, Anne Paxton, Lisa Morrissey, Helen Propheter, Adele Connolly, Monica Kolbay, Justin Saltzman.

Board Members Absent: Teri Bisceglia, David Croghan, Kim Duncan, Rose Davis, Monica Grant, Trisha Holmes, Christine Demas, Leslie Slaby and Jamie White.

Business and Industry Cabinet Members Present: Tony Checchia, Denise Jacoby, Tom Lynch, James Racheff, Jason Stanczyk, and Scott Ryser.

Staff Present: Joyce Bouchard, Tom Byrne, Rob Collings, Michelle Day, Lori Jones, Patty McDonald, Carlos Turcios, Wes Leatherman, Rose Fish, Teresa Mena, Max Douge, Micha Hagans, Jessica Mills and Kara Walker.

Guests Present: Elizabeth Burmaster, Joanne Horn, Andrea Chapdelaine, Timothy Trainor, Patricia Meyer, Tamara Osterman, Margaret Nusbaum and Greg Adams

8:20am Welcome, Pledge of Allegiance and Introductions

Amanda welcomed all to the Joint Meeting. Everyone took a moment to introduce themselves. Amanda introduced Higher Education leaders and welcomed them to speak about how their institutions fit into the workforce of our community.

Frederick Center for Research and Education in Science and Technology (CREST)

Dr. Joanne Horn, Executive Director, spoke about CREST and their mission to promote and drive STEM w/ Higher Education to develop programs for experiential learning.

Encouraged all to visit www.frederickcrest.org and employers who may have any STEM needs to reach out to her.

Frederick Community College

Elizabeth Burmaster, President welcomed all to the Monroe Center. She commended County Executive Gardner and FCC in making the decision to co-locate Workforce Services and FCC in order to collaborate efforts for customers to choose FCC. FCC is a critical workforce development partner and has had over 140 customers from Workforce services chose them as their training provider. FCC's mission is about Lifelong Learning for Community and the Career Programs mission is about experiential learning. President Burmaster went on to explain that FCC's Career Program Advisory Boards and cohorts are led by industry leaders.

Patricia Meyer spoke about the many grants that assist students such as the TACCT grant for Cybersecurity and America's Promise for IT (Tech Connect). Patricia stated that the Monroe Center now has expanded classrooms from the previous center. FCC has also added an enrollment advisor to help facilitate enrollment between FCC and FCWS. FCC will begin a Healthcare IT program in January 2018.

Hood College

Dr. Andrea Chapdelaine, President stated that Hood College is celebrating their 125th anniversary. Hood has approximately 2112 students, half are undergrads and half graduate students. Hood is forging partnerships within the community, and creating partnerships for internships. Dr. Chapdelaine stated that the curriculum developed is similar to FCC's in that many Masters and PhD programs have advisory boards which help address any gaps or needs. 6 months post-graduation, many grads are working or are business owners in Frederick County. Hood's focus is on delivery and they are looking at co-location opportunities to make education as accessible as possible. They are also looking at barriers and how they as educators can help to lessen them to make sure a student sees a clear path. Hood is working with industry specific sectors on degrees w/in Cyber Security.

Mount St. Mary's University

Dr. Timothy Trainor, President stated that MSM's Mission is to graduate ethical leaders. MSM has entered into its 209th year. This year they have 2300 students, 70% are undergrad and their current freshman class is 47% diverse. 98% of their graduates are employed or FT students in graduate school or service work. MSM has over 500 students at their Frederick campus.

MSM approach to education is more holistic w/ core curriculum in professional programs and students taking classes in more than 1 major. Dr. Trainor recognizes that the nature of work is changing and education has to evolve while Human skills have to remain. MSM is the first to offer a major in Entrepreneurship. MSM's career programs are expanding and evolving with workforce needs. They have hired a Workforce Development Specialist to work with the local businesses. MSM collaborates with the Warriors to Workforce program in partnership with the Veterans Affairs.

Open Discussion

Adele Connolly posed the question of how Hood is working with adults in Internships and what flexibility is built into the program to help students complete the internship and maintain FT employment. Dr. Chapdelaine explained that Hood is currently working on exploring and expanding on what internship looks like to accommodate situations like this.

Tom Lynch suggests as a possible next step that the higher education leaders have a seat on the Business and Industry Cabinet to create an interface between the Workforce and Education. He also suggests that the higher education leaders open up classes to the business community. Dr. Horn stated that CREST is trying to create opportunities for teachers in the industry. Dr. Chapdelaine stated that Hood's Advisory Boards do sit in on classes.

Dwayne Myers asked FCC about their future vision and growth of trades. He currently sends many of his employees out of county to complete Continuing Education. President Burmaster spoke about the retraining of workers through use of the TACCT grant and programs. She stated that FCC is nimble and ready but mentions that funding is an issue w/ their growth as they will need Federal Funds along with State and county funding.

Jason with EDCO stated that he is working with FCC on a CE program w/ Solid Works (CAD program).

Tony asked how LYNX, the FCPS program ties into higher ed and workforce? Anne stated that LYNX is brand new to FCPS and began this year at Frederick High School with their 9th graders. LYNX is a work and school curriculum which varies per students based on what they will be doing with their employment. She states that it incorporated more job skills to help give college credit. Hood is very involved with LYNX, Hood students are offering mentorship to LYNX students. MSM is not formally in the LYNX program but has articulation agreements with FCPS and other Catholic High Schools for College credit. FCC and FCPS offer dual enrollment and currently have 1,000 FCPS students taking classes at FCC as well as their high schools.

Helen suggested an opportunity to connect higher education industry/businesses to students, with the possibility to make commitment to hire or intern. Tom Lynch recommends a tutorial for businesses utilizing interns. James Racheff feels that all colleges need to be centers of Lifelong Learning as they are a critical economic resource.

Business and Industry Cabinet Members and guests were dismissed for Monroe Center Tour.

WDB Youth Scholarship

Amanda spoke about the WDB Youth Scholarship and provided an update on the fund. There has been no new money going into the fund and in about 7-10 years the money will run out. Amanda and Michelle gave a history of the funds use and previous fundraising. Amanda suggests that the Board creates a marketing plan to get money into the fund or member go out and fundraise.

Elizabeth suggested this needs to tie directly to the conversations that were just had with the local higher education leaders and getting businesses involved.

Monica asked about the original plan for the fund. Was the plan continued growth or use and depletion? Amanda stated that she believed the plan was for growth.

Helen recommends not spending the money all the way down, but thinks that more funds need to be added. Adele agrees that the funds need to be built back up.

Michelle explained the need for a panel to work together along with the Community Foundation in awarding these scholarships.

Cindy **motioned** to award \$5,000 in scholarships for this year along with the same criteria as last year and that a subcommittee be created. Helen offered to chair the subcommittee.

Adele seconded, **Approved unanimously.**

Approval of September Meeting minutes

Elizabeth **motioned** to approve September's meeting minutes, Charlie seconded.

Approved unanimously.

Other Business

Steve suggests that the FCPS should be talking to students about trades and alternatives to college. Amanda mentioned that this is being addressed. Cindy mentioned that it is also being addressed on a State level as well. This may be an opportunity to invite FCPS, CTE leaders to any upcoming Workforce Development Board meeting to continue discussions on talent pipeline development.

Meeting Adjourned at 10:25am