

**WORKSOURCE MONTGOMERY - WDB  
BOARD OF DIRECTORS  
MEETING MINUTES**

March 13, 2018

**Directors Attending:** Uma Ahluwalia, Erin Allen, James Boney, Lynne Diggs, Barbara Ebel, Gordon Ellis, Ellie Giles, Wyatt Genser, Beth Lash, Daniel Marschall, Kathleen McKirchy, Debbie Murphy, DeRionne Pollard, Michael Sullivan, Diego Uriburu, Leslie Weber, Dawn Weglein.

**Directors Absent:** Anne Balcer, Steve Bjornson, Michelle Graham Hicks, Jeff Guido, Bridgette Gray, April Kaplan, Gabriel Martinez Cabrera, Donald Moragne, David Nguyen, Harold Redden, Ted Rose, Neil Stablow, Jim Sweet, Marie Taylor

**Staff:** Ashante Abubakar, Dave Buonora, Amanda Torres

**Guest:** Greg Adams (DLLR), David Petr (MCEDC), Lily Qi (MC Government)

The WorkSource Montgomery – Workforce Development board of directors convened a meeting at 8:30 a.m. at the Universities at Shady Grove The meeting was called by notice previously given to each member of the Board in accordance with the requirements of the Corporation’s Bylaws. In addition, a meeting agenda and accompanying materials were distributed by email to each Director. A quorum being present, the meeting was called to order at 8:30 a.m.

**SUMMARY OF AGENDA ITEMS**

**Motions**

Motion moved for approval of minutes from December 12, 2017. Motion was seconded and approved unanimously with no discussion or abstentions.

Motion moved to engage at a future WDB meeting in a deeper conversation about underserved population. The motion also requested that a strategy session be held to address the needs of vulnerable/underserved populations. Motion was seconded and approved unanimously with no discussion or abstentions.

**Actions Items**

**Discussion: HR committee update:** The HR Committee was established to ensure certain aspects, such as ensuring the CEO is meeting the goals of the organization and review of compensation policies, among other human resources matters. A calendar of events was created related to goal performance. Major changes will occur since the governance structure is being revised through the board. Goals will have to be aligned to the strategic plan.

**Discussion: Governance update:** Historic Background: A PowerPoint was distributed that reviewed historical background, Committee charter/objective, current decisions and tasks for next steps. A strategic committee was created to look at the structure of workforce development in the county.

**Discussion: National Association of Workforce Boards Conference** - The Chair expressed how important it is to attend and to learn what other jurisdictions are doing in workforce and economic development. WorkSource Montgomery will be represented this year, delivering presentations on Summer RISE and the Two Generation Grant.

**Discussion: New project - MARCI:** The development of MARCI was prompted when gaps were identified in the process of connecting businesses to job seekers. Among those gaps is that businesses were reluctant to enroll in the Maryland Workforce Exchange (MWE) because it is not user-friendly. MARCI will allow employers better access to qualified job seekers and WSM will ensure that data is also entered into MWE. MARCI will be Montgomery County centric and allow WSM to build relationships with businesses.

**Discussion: Serving the underserved:** A deeper conversation on underserved populations was requested by multiple members. Information regarding services provided through the American Job Centers to serve this population in compliance with WIOA regulation and policy

**Meeting was moved to a closed session. Non-voting members were asked to leave the room.**