

## AJC Workgroup May 4 Conference Call minutes

### **1. Introduction/attendance**

**Present** on call: Barbara Martin, Charles Hunt, Susan Kaliush, Julie Givens, Laurie Holden; Tom Dezell, Dorothee Schlotterbeck; Denise Carey

**Absent:** Chad White

### **2. Overall goal of the DLLR workgroups.**

Reviewed all nine WIOA workgroups; anyone who wishes to be added to a workgroup please let Barbara know.

### **3. Discussion of each committee mission, end goals and plans for each? (Are there partnership coordination efforts with other Workgroups that we should pursue?)**

a) **Customer Flow-** Charles will send out survey to all WIAs for input and convene conference call for group. Group will recommend customer flow best practices that would be universal to an ideal One Stop Career Center. DORS will be invited to co chair this large group to recommend best practices for partner component. One recommendation may be to use WIOA transition funds to do a “lean” analysis of One Stop Career Center customer flow in MD.

b) **Technology-** Tom will convene group to develop recommended action to achieve ideal state including greater use of webinars;; use of smart boards; multiple customer communication methods; greater and consistent use of social media platforms; WIFI in all Career Centers; shared data with partners; free event registrations. **This group will coordinate efforts with Staff Training group and DLLR technical staff to establish priorities and determine what’s possible.**

c) **Staff Training-** Julie and Susan will survey LEAs and WIA Directors for recommendations and develop proposed action to implement. A meeting date has been proposed.

d) **MOU/RSA-** need a meeting soon. Barbara will be sending out guidance in the next couple of weeks. There are two tracks in place for development of MOUs/RSAs.

**Track 1-** most immediate. All local MOUs/RSAs need to be amended to reflect WIOA by July 1, 2015. These will be in place for one year.

**Track 2-is the focus of this workgroup** and is to make recommendations for new MOUs/RSAs as of July 1, 2016.

- e) **Training Provider List-** Should this list remain at MHEC or come under DLLR management? Are there shared responsibilities? Regs allow greater flexibility than has been exercised in the past. This group has not yet met. (DLLR and MHEC staff have met recently regarding this)

#### **4. Input on Governor's Decision Points**

- a. TANF is a required AJC partner unless the Governor chooses otherwise (**assigned to : Customer Flow group**)
- b. The Governor shall create planning regions (**recommend assigning to LMI group**)
- c. The Governor is responsible for establishing equitable and stable funding methods to local areas (**recommend assigning to Fiscal Group**)
- d. The State Board shall develop the infrastructure funding formula for the Governor (**Governance Group**)
- e. The Governor (in consultation) shall provide guidelines for determining partners' contributions to infrastructure funds. If no agreement between partners including DLLR is reached on the RSA, the Governor has the final say on division of costs (**assigned to MOU/RSA group in collaboration with Fiscal group**)
- f. Governor (in consultation) shall determine the portion of infrastructure funds to be provided by each AJC partner, establish an appeals process, and allocate the infrastructure to local WIAs (**assigned to MOU/RSA group in consort with Fiscal**)
- g. The State Board shall develop the infrastructure funding formula for the Governor (**recommend assigning to Governance Group**)
- h. Governor, after consultation with the State Board regarding past performance, shall establish criteria and procedures regarding eligible training providers (**Governance and Training Provider Group**)
- i. The Governor may establish incentives for local boards to implement pay-for-performance contract strategies for the delivery of training services (**recommend assigning to Policy or Performance group**)

#### **5. Review of proposed calendar.**

**New schedule for AJC group:**

**By May 28-** draft recommendations from each of 5 AJC subgroups due to Barbara/Laurie

**By June 12-** Barbara/Laurie will review recommendations and return to sub group Chairs

**Week of June 22-** entire AJC group will reconvene; groups will present proposed action and request feedback for final proposal.

**By July1-** Barbara/Laurie will submit final proposed action plan to DLLR

Submitted by Laurie Holden  
May 6, 2015