



**MINUTES OF THE MONTGOMERY COUNTY
WORKFORCE DEVELOPMENT BOARD
MONTCOWORKS
A BOARD MEETING**

**April 25, 2022
2:00 p.m. - 2:30 p.m.**

A special meeting of the Montgomery County Workforce Development Board, MontcoWorks, was held on Friday, April 8, 2022 via conference call. Members on the call included Ms. Suzanne Ryan, Chair; Ms. Dorothy Miller, Vice Chair; Ms. Peggy Lee Clark, Secretary; Mr. Kyle Longacre, Youth Committee Chair; Ms. Susan Clauser, Training and Performance Committee Chair; Ms. Wendy Klinghoffer (via proxy); Mr. Paul Pappasergi; Ms. Marybeth Ferguson (via proxy); Ms. Catherine Judge Cardillo (via proxy); Ms. Shanae Stallworth, Ms. Megan Tomlinson, Dr. Victoria Bastecki Perez; Ms. Kelly Canally; Mr. Jason Acree; and Ms. Rochelle Culbreath.

Others in attendance included Ms. Jennifer Butler, Executive Director; Ms. Josette Walton, Executive Assistant, Ms. Jane Stein, Performance Officer Ms. Jocelyn Gallagher, Ms. Tamara Hordijkeno, Ms. Terri Jones, Support Services Coordinator; Ms. Kathleen Candelore; Ms. Kaylyn Langdon, Mr. David Zellers, Director of Commerce, Ms. Melinda Onchitta and Ms. Marybeth Snyder.

Ms. Ryan called the meeting to order at 2:02 p.m. with quorum.

The first item on the agenda was Approval of Resolution 01-04-2022 Modification of Budget for Program Year 2020. Ms. Butler reviewed the resolution and explained that it was a modification of the PY2020 budget. These are funds that need to be spent by the end of the year. Some of the line items have been shifted to facilitate those expenditures.

The next item on the agenda was Approval of Resolution 02-04-2022 Modification of Budget for Program Year 2021. Ms. Butler explained that this resolution is a modification of PY2021 budget. We have beyond June 30, 2022 to spend these funds. We are looking to adjust some budget line items.

Ms. Ryan asked if there were any questions in regard to any of the changes made. There being none, Ms. Ryan asked for a motion to approve Resolution 01-04-22 Modification of Budget for Program Year 2020. Ms. Lee-Clark made the motion, Ms. Miller seconded the motion, all members were in favor and none opposed.

Next, Ms. Ryan asked for a motion to approve Resolution 02-04-22 Modification of Budget for Program Year 2021. Ms. Lee-Clark made the motion to approve the resolution, Mr. Longacre seconded the motion, all members were in favor and none opposed.

The next item on the age was RFP 22-16 MontcoWorks Supplementary Content-Training and Career Development- Selection of Provider. Ms. Butler reviewed the recommendations of the review

committee with the members. TAD Grant LLC is professional development that we would be looking to utilize before June 30, 2022 to assist us with spending our PY2020 funds. NuPaths LLC is a cohort for training 20 eligible participants in two possible career paths as a digital marketing assistant or technical support specialist. This would be an ITA cohort that we would use before June 20, 2022 to assist with spending down PY2020 funds. Montgomery County Community College will go beyond June 30, 2022. They will use the funds to go toward the MontcoWorks Apprenticeship Program.

Ms. Butler asked if there were any question. There being none, Ms. Ryan asked for a motion to approve the recommendations of the review committee to approve RFP 22-16. Ms. Lee-Clark made the motion, Ms. Clauser seconded the motion, Ms. Bastecki-Perez abstained, Mr. Longacre abstained, all other members were in favor and none opposed.

The next item on the agenda was Old and New Business. Ms. Ryan asked if there was any additional business. There being none, Ms. Ryan asked for a motion to adjourn the meeting. Ms. Lee-Clark made the motion, Ms. Bastecki-Perez seconded the motion, all members were in favor and none opposed.

The meeting was adjourned at 2:11 p.m.

Respectfully submitted,

Peggy Lee Clark

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Secretary