



**Meeting Minutes**  
**DECEMBER 17, 2024 3:30 P.M. – 5:30 P.M.**

**THE MEETING IS VIRTUAL ONLY**

PLEASE CLICK THE LINK BELOW TO VIEW THE MEETING VIA ZOOM WEBINAR:

<https://www.zoomgov.com/j/1613888430>

MEMBERS PRESENT    ~~IP(in person) OR V(virtual) OR V/Ph(virtual by phone)~~

- |                        |                  |                    |
|------------------------|------------------|--------------------|
| Carim Khouzami (Chair) | Donna Edwards    | Michelle B. Smith  |
| Ferris Allen, III      | MacKenzie Garvin | Brian Stamper      |
| (Ph) Marco V. Ávila    | Kevin D. Heffner | Inez Stewart       |
| Calvin Ball            | Matthew Holloway | Teaera Strum       |
| Jennifer Bodensiek     | Roderick King    | Michael Thomas     |
| Donald Boyd            | (Ph) Larry Letow | Perketer Tucker    |
| Brian Cavey            | Robert Limpert   | Charles T.         |
| (Ph) Annesa Cheek      | Jessica Mente    | Wetherington       |
| Delali Dzirasa         | Kirkland Murray  | Portia Wu          |
| (Vice-Chair)           | Marty Schwartz   | Charnetia V. Young |

MEMBERS ABSENT

- |                     |                 |                      |
|---------------------|-----------------|----------------------|
| Governor Wes Moore  | Steve Groenke   | Edward C. Rothstein  |
| Kevin Anderson      | Stacey Herman   | Vincent “Vinny”      |
| Vanessa Atterbeary  | Amie Long       | Schiraldi            |
| Alexander Austin    | Rafael Lopez    | Laura Herrera Scott  |
| John D. Barber, Jr. | Paul Monteiro   | Carolyn Scruggs      |
| Carol Beatty        | Stephen K. Neal | Paul Wiedefeld       |
| Joanne C. Benson    | Myra Norton     | Anthony “Tony” Woods |
| Jody Boone          | Sanjay Rai      | Carey Wright         |
| Jacob “Jake” Day    | Carmel Roques   |                      |

GWDB STAFF

- |                |              |                 |
|----------------|--------------|-----------------|
| Shuana Davis   | Darla Henson | Molly Mesnard   |
| Ashley Baldwin | Ben Hsieh    | John Strickland |

GUESTS \*

- |                   |                  |                 |
|-------------------|------------------|-----------------|
| Lillian Agbeyegbe | Erikk Bonner     | Dave Copenhaver |
| Adrienne          | Renard Brooks    | Derrick Coley   |
| Pam Allen         | David Brown      | Peggy DallAcqua |
| Rachel Amstutz    | Kristen Bucher   | Logan Dean      |
| Amy Beal          | Dwight Carr      | Jael Delva      |
| Amy Belt          | Gretchen Cheney  | Jennifer Dewees |
| Ginamarie Best    | Kristin Clarkson | Lateefah Durant |

Lyn Farrow	Jillian McGuffey	SharonMarkley Schreiber
John Feaster	Meka McNeal	Sarah Sheppard
Anthony Featherstone	Teresa Mena	Tony Spearman
Mariel Fedde	Joe Mitchell	Lynn Stone
Rose Fish	Tracy Moon	Casey Tiefenwerth
Lauren Gilwee	Lorielle Moore	Jacqueline Trieu
Jennifer Granados	Denise Nooe	Kiki Tsamouras
Dave Harper	John Papagni	Tracy Tyler
Shelby Hill	Karen Parker	Luke Verdi
Kimberly Hiner	Brad Riley	Fred Williams
Sally Jagger	Marshel	Kate Wolfson
Heather Lageman	Pollack-Lawrence	V/Ph 1-301-**99
Pam Luby	Elena Quiroz-Livanis	V/Ph 1-443-**59
Brian Lynch	Candice Roberts	V/Ph 1-443-**23
Laura McCoy	Erin Roth	
D McDonough	Jim Rzepkowski	

*\*Please note, these are the guests for the meeting, guest attendance by phone could not be identified.*

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## **I. Welcome**

The meeting commenced with a welcome address by GWDB Chair Carim Khouzami. He extended gratitude to attendees for their flexibility and outlined the agenda emphasizing key discussion points and a reflection on the Board's accomplishments throughout 2024. The Chair acknowledged the significant strides made under the Governor's workforce development priorities.

- **Motions for approval:**

- September 18, 2024, Meeting Minutes were approved unanimously.

## **II. Leadership Report**

The leadership team provided a comprehensive review of the Board's achievements in 2024 and set the stage for 2025 initiatives.

- **2024 Year in Review:**

- State Workforce Strategic Plan Implementation: GWDB launched and advanced its four-year strategic plan.
- Committee Expansion & Impact: The Industry Partnerships and Access & Equity Committees were formalized with Systems Governance launching in 2025.

- Cybersecurity Talent Strategy: In collaboration with TEDCO's Cyber Maryland Board, GWDB supported the development of a Cybersecurity Talent Strategy, set for release in early 2025.
- Business Engagement & Youth Workforce Development: GWDB, in partnership with the Annie E. Casey Foundation, hosted the Inaugural Maryland Business Summit on Engaging the Future Workforce, securing new employer commitments to youth employment initiatives.

### **III. Skills-Based Hiring Discussion**

The National Academy of Public Administration (NAPA) presented on skills-based hiring, emphasizing the prioritization of measurable skills. The discussion covered data collection methodologies, sector-specific insights, and strategies that will be deployed.

### **IV. CAREER COACHING FOR MIDDLE AND HIGH SCHOOL STUDENTS**

Lateefah Durant, Strategic Facilitator to the CTE Committee, presented an update on the career coaching program under the *Blueprint for Maryland's Future*. The discussion focused on objectives, definitions, and evaluation metrics that were developed through partner and stakeholder feedback. The development of these metrics is needed to guide the CTE Committee's evaluation due at the end of 2025. Feedback was solicited from GWDB members to refine program goals.

### **V. GWDB Member Highlights**

Vice Chair Dzirasa led a session recognizing contributions from Board members and partners:

- **Highlighted Achievements:**
  - Marco Ávila: Engineers Week 2025 (January 14–21) to engage 1,500+ middle and high school students in STEM and engineering activities, introducing new themes such as Health Engineering Day.
  - Martin Schwartz: Vehicles for Change received a \$500,000 grant to expand virtual reality training to juvenile service facilities, including Maryland schools, and partnered with Johns Hopkins University for a related study.
  - Secretary Portia Wu: Recognized the success of National Apprenticeship Week, the Governor's Apprenticeship Pledge, and investments in cyber ranges for Maryland's community colleges.
  - Jessica Mente: Royal Farms joined the apprenticeship pledge, registered 10 apprentices for 2025, and will present on workforce development initiatives at a national conference

### **VI. 2025 LOOK AHEAD**

The Chair and Vice Chair outlined the strategic priorities for 2025, emphasizing actionable goals and accountability mechanisms to drive progress. Key focus areas include implementing policy recommendations from Board committees, expanding industry-recognized credentials, helping to grow apprenticeships, strengthening system governance and local workforce board oversight, and planning a mid-year strategic retreat to refine objectives and assess progress. As a call to action, Board members were encouraged to actively participate in committee efforts and contribute their expertise to upcoming initiatives

## **VII. Adjourn**

Chair Khouzami asked for a motion to adjourn the meeting. The motion was put forward, seconded, and approved, and the meeting ended.