

**WIOA Adult Education & Career Pathways Work Group**  
**May 1, 2015**

Attendees: Patricia Tyler Director, Department of Labor Licensing and Regulation (DLLR) Adult Education and Literacy Services (AELS), Sue Page Assistant State Superintendent, Division of Rehabilitation Services (DORS); Alice Wirth, Director, DLLR Correctional Education Program; Elizabeth Sinnes, Administrator, Charles County Public Schools Adult Education Program; Rodrigue Vital, Director, DLLR New Americans Program; John Damond, Business Science and Technology Department Manager, Enoch Pratt Free Library; Barbara Denman, Dean of Adult Education and Continuing Education, Prince Georges Community College; Jeanne- Marie Holly, Program Manager, Career Technology Systems Branch, Maryland State Department of Education (MSDE); Jeffrey Trice, Manager, DLLR Business Services Program; Michelle Frazier, Chief, DLLR Adult Education Instructional Services; Shannon Millington, DLLR, Office of Fiscal Administration, Bayo Adetunji and Helen Coupe, Program Specialists, DLLR Adult Education and Literacy Services. Molly Dugan, GED Testing Administrator, DLLR and Ellen Payne, Assistant Director, Family Investment, Worcester County Department of Social Services joined by phone.

The meeting began at 10:30 a.m. Patricia Tyler welcomed all participants and presented the desired meeting outcomes.

- Introduce workgroup purpose, mission, and members
- Review adult education and career pathways programming
- Identify additional members to include in the conversation

She called for a “systems approach” and “open conversation” in serving our common clients as emphasized in the new law. Members introduced themselves and offered a brief description of their programs, populations served and services provided. A summary follows and a handout detailing the populations and services represented by attendees is attached.

Charles County Public Schools is one of three adult education programs in the Southern MD region with an enrollment of approximately 1000 students. The program provides Adult Basic Education, Adult Secondary Education (both GED® and NEDP® options), Family Literacy and English language acquisition. The program offers assistance to students who wish to transition to employment and post-secondary education and piloted an integrated basic education and skills training program with the College of Southern MD in 2014.

The DLLR Business Services Program primarily works with business customers and promotes resources for business growth. Business Services Representatives employed by DLLR serve as consultants for businesses to identify gaps and assist with a variety of solutions including recruitment, retention, staff training, and succession planning. A Business Services Institute was held in 2014 that brought together representatives of a number of agencies across the state to coordinate business services in each WIA region. The program has followed up with ongoing professional development and technical assistance.

Prince Georges Community College Adult and Continuing Education is one of two colleges in the state that has conferred the title of “Dean” to the director of these programs. The program serves approximately 6000 learners, two-thirds of which are English language learners. They, like most areas in the state, have seen a rise in the number of foreign born individuals who have applied for services. The Deferred Action for Childhood Arrivals (DACA) policy likely contributed to some of the increase in this population. Continuing Education classes are open enrollment and are pursued for both job related and personal interest. These courses are not eligible for scholarship aid and require a reading threshold for entry.

Enoch Pratt Free Library Business Science and Technology Department provides job and career information through their Business Center located at the Central Library. The library serves everyone in the community but noted that in recent years there has been a shift from business professionals seeking consultancies to job seekers. Enoch Pratt library provides a number of resources for the community including volunteer job coaches who provide individual assistance in job search strategies, study materials for certification examinations and computer literacy skills.

The DLLR New Americans Program assists with the integration of foreign born population, numbering approximately 800,000, in Maryland. The Program provides guidance in workforce related issues, education information and referral and citizenship with a primary emphasis on workforce development and the removal of barriers that confront the immigrant population. The New Americans Program also provides assistance and resources to guide foreign born business owners.

DLLR Correctional Education provides re-entry, adult education and special education services for approximately 3,200 students in correctional facilities on an annual basis. Inmates are mandated to attend classes for at least 120 days while incarcerated unless they have less than 18 months on their sentence. School psychologists and special education personnel serve eligible inmates who are under age 21. Students may participate in college credit-bearing

courses at their own cost. Classes are provided by Anne Arundel, Hagerstown and Wor-Wic Community Colleges. Correctional Education also offers twenty-two occupational programs that were developed with input from businesses and community colleges. Employment readiness (soft skills) workshops are offered to prepare inmates for re-entry into the workforce.

DORS, a division of Maryland State Department of Education (MSDE), is a core WIOA program dedicated to promote the employment and economic self-sufficiency of individuals with significant disability. Participants must meet eligibility requirements, having a physical or mental disability that constitutes a serious barrier to employment and have a goal of economic self-sufficiency. Services include placement, assessment, and occupational skills training at the Workforce Technology Center. The agency works with transitioning youth beginning two years before graduation. With WIOA, they will begin serving 14 year olds. DORS has changed its operational model to ramp up services to the business community and work closely with DLLR Business Services Program.

Career Technology Education (CTE) Systems is a branch of the Division of Career College Readiness Division of MSDE and offers statewide career and technology programs and services in 14 of the 16 community colleges and local high schools and career centers. Programs are either transcript or articulated credit and industry certification or licensure is provided, where available. Programs offered are aligned to Maryland's 10 Career Clusters and the career pathways within them. CTE administers Perkins in secondary and postsecondary education and provide statewide professional development for teachers aligned with Maryland's 10 career pathways and in conjunction with the work of the Governor's Workforce Investment Board.

The Worcester County Social Services Family Investment Program oversees TANF programs for low income residents of the County.

### **Purpose and Mission**

Patricia Tyler reviewed the purpose and mission of the work group which is essentially the same for all WIOA Implementation Workgroups, to ensure the full integration and alignment of adult education activities with the activities of other Core Programs. For programs funded under the Adult and Family Literacy Act, the purpose is to ensure that individuals have the necessary education and skills necessary for economic self-sufficiency and that businesses have access to well trained staff.

Although Career Pathways is a workforce system that requires a number of committed partners to fully implement, it is part of the charge of this work group. Our goal is to identify best

practices, identify challenges and recommend solutions. (For additional information, please refer to handout.)

### **Overview of Adult Education and Career Pathways**

Bayo Adetunji gave a brief overview of the WIOA Title II legislation and changes for the adult education program. The legislation has expanded the purpose the Adult Education and Family Literacy Act (Title II) to require that the program promote transitions to postsecondary education and training through career pathways for all populations served. Particular emphasis has been placed on Integrated Education and Training and Workforce Preparation activities. (See handout for summary.)

Helen Coupe discussed career pathways and Maryland's previous work in this area. The state participated in a 2011 DOL Career Pathways Planning Grant and hosted a Career Pathways Institute in 2013 to provide training and technical assistance local programs. Partner engagement is critical to this process. The work group will have an opportunity to examine the challenges to integration and alignment of career pathways and recommend strategies that ensure the leveraging of partner resources and non-duplication of services (See handout for additional details.)

### **Action Items**

- Recommendations for additional members included a college president or vice president and a representative from a charitable foundation. Others may be identified as we move forward with planning.
- Members agreed that MDOT is a good location for meetings going forward. We will meet twice monthly (with the exception of May) with the option of calling in available for those who are not available to attend. Three dates were identified:

**May 15<sup>th</sup> from 10:30-12:00**

**May 29<sup>th</sup> from 10:30-12:00 and**

**June 12<sup>th</sup> from 10:30 to 12:00**

The meeting was adjourned at noon.