



## Workforce Action Team Meeting

April 17, 2026  
10:30-12:00 EST

**Purpose:** This Workforce meeting is to discuss technical assistance updates and Chesapeake Bay Program updates related to Management Strategies, Workplans, and Indicators. Participants will conduct a pulse check regarding a proposed method for Workforce/Education Workgroup collaboration towards the development of Workforce target indicators.

### Meeting Minutes

**I. Welcome + Introductions** **10:30 – 10:40**

**II. Workforce / Education Action Team Idea** **10:40 - 10:55**

Participants discussed a proposed idea to create an Action Team to address the areas of overlap between Workforce Targets and K-12 education. This Action Team would bring together the right people focused on education, workforce, and K-12 CTE to work collaboratively to: (1) define the indicator for Workforce Target 1, i.e., determining what is appropriate to measure and how; and (2) use indicator research to advise on the development of the Workforce subchapter within the Management Strategy. See the background document under materials for more details.

Requested Action: **Decisional, Pulse Check:**

- Does the Workforce Workgroup support the idea to create a joint action team between Education and Workforce professionals to tackle the areas of overlap between K-12 CTE and workforce development as are relevant to the targets?

Materials:

- [Education/Workforce Action Team Proposal Backgrounder](#) (download under Supporting Documents)
- [Engaged Communities Outcome and Target Language](#)

#### Discussion

**Bart Merrick** - Maybe the best approach to engaging folks who are both a part of the school system and workforce programs is an action team. This Team would support identifying the appropriate indicators for the workforce targets and management strategy drafting.

**Erin Trouba** - Do we know about localized/state wide efforts where this is already happening?

- **Bart Merrick** - We're hoping this action team can help tell us what's already happening in each jurisdiction.

### **Pulse Check Results: (Does the workgroup support this idea to create an action team?)**

- No one raised any red flags

### **III. Management Strategies and Workplan Templates**

**10:55 – 11:15**

Julie provided updates regarding the Management Strategies template, timeline, and drafting process. The group reviewed the most recent template document that is available, followed by time for questions.

#### Materials:

- Template Documents:
  - [Management Strategy Template Outline 2026](#)
  - [Management Strategy Example – Backyard Birds](#)
  - [Management Strategy Template](#)
  - [Workplan Example - Backyard Birds](#)
  - [Workplan Template](#)
- [Management Strategy Timeline](#)

#### Discussion:

#### Management Board Updates:

- The Workforce Workgroup name change was approved by the Management Board. Also got approval to go forward with outreach to signatories to ensure adequate signatory representation and build out our membership.
- Management Board will be sunset on July 1st. Future structure will enable a more direct line of communication between Goal Team Chairs and the new Policy Steering Committee (reformed Principals' Staff Committee)
- There are ongoing reorganization conversations happening within CBP at the Goal Team and Workgroup level.
- We are a very cross-sector topic so we will be working with other workgroups to assess their workforce gaps. (Including in their Management Strategies / Workplan drafting processes)
- Deadline for Management Strategies to be complete is next June, 2027. A draft is due in November, 2026 to the Policy Steering Committee, followed by Public Feedback Period in January, 2027.

#### What we have to pull together for Management Strategies:

- Summary of the Challenges we are facing for each outcome
- Approaches we want to take
- Projects and activities we will do to achieve them
- Ongoing programs that signatories and partners are currently doing
- Identification of participating partners (formal signatories and public stakeholders)

#### **Action Item:**

- Let us know within a week if you're interested in working on the Management Strategies/Workplans
- Timeline: Can start now, complete by October, PSC will meet, editing, clean it up, then public feedback in February

Interested folks: Lori Lilly,

Julie had been talking about doing a virtual session with CCWC to learn more about the workforce challenges their membership face. If your organization wants to host something as well, Julie can join to get feedback.

#### IV. Workforce Outcome / Targets: Indicators

11:15 – 11:40

Participants discussed data collection and resources used by their departments that could inform indicator development. Guiding Questions and responses are below:

- Do any states directly run workforce development programs directly through their environmental/natural resource agencies or is everything run through employment agencies?
  - **Trystan Sill** - MD DNR does not run a Workforce Development (WF) program. They're run by nonprofits and WF development boards across regions (not counties). There was a WF program at DNR from 2018-2019.
  - **Megan Sommers-Bascone** – not aware if VA DEQ has any WF programs. Megan will check with Grayson about it.
  - **Joseph Schell (DNREC)** – not aware if DNREC has any specific internal WF dev programs. Probably through the Dept of Labor. They do track Green Economy projections through 2030.
    - Green Economy Occupation info starts on page 30  
[https://laborfiles.delaware.gov/main/wdb/WIOA\\_State\\_Plan\\_PYs\\_2024\\_2027.pdf](https://laborfiles.delaware.gov/main/wdb/WIOA_State_Plan_PYs_2024_2027.pdf)
    - **Bart Merrick** - Joseph, is the Green Occupations Outlook from the Workforce Board something you can share? It sounds similar to MD's green jobs outlook (which Trystan may know more about)?
    - **Joseph Schell** - Should be in that link I shared! Definitely not my department but should be helpful
  - **Patrick Philippe** – Recently got access to Lightcast. If there's labor market info we need, let him know. Right now don't have training providers for green jobs.  
Pat.Philippe@dc.gov
  - **Julie Lawson** – DOEE runs a couple WF dev programs. Have recently received funding cuts. River Corp, Kingman Rangers, some in the Energy space, and GZEP (Green Zone Environmental Program) Summer Youth Employment Program (done as an MOU with Dept of Labor Services but staffed by DOEE).
    - More than 10K youth have gone through it in the last 15 years, and 45 of them have achieved full time employment in DC DOEE agency.
    - Also have a Green Ready summer internship program
    - And a Green Fellows program for masters students
    - DOEE funding research opportunities at UDC, so students can help with research needs of DOEE while they do their academic work, and that can sometimes help lead to employment in the agency through making those connections and experience
    - Data collected is enrolled participants and completed. They do not get data on wages afterwards, so would love advice on how that is done.
- What data do you already track? What tools have you already created or have access to (e.g., career maps)? What pathway programs are you familiar with?
  - **Lori Lilly** – Grant through Dept of Labor Earn Program, collect data around entry and exit of program participants, what certifications they get, their placement at end of program, and the wage they receive after they have left the program. Qualitative data is measured through narratives & success stories. Combine Earn Program with the DSCI Service Year Program, but DSCI does not have data reporting associated.
    - **Our green jobs program is funded in part from**  
<https://www.labor.maryland.gov/earn/earnwhatisearn.shtml>
  - **Bart Merrick** – Curriculum in school districts is also a solid indicator of this. Ex) DC uses Amplify which directly connects learning to job/skills readiness. Using a curriculum that has career elements could be an indicator.

- We know data is available for capturing the number of activities, events, programs, etc. that are conducted. But what data shows the effects/outcomes of events and programs?
- What data is collected and reported on a meaningful timescale that is usable/feasible to be incorporated into CBP reporting?

**Bart Merrick** - We know that state depts of ed and labor have and collect a lot of data. Many states use a tool called Lightcast (shows what kind of programs, in-demand skills are out there, though it can be expensive). MD has offered to use the tool to help us look for answers to specific questions. Some Depts of Labor have looked at green jobs outlook, ONET codes.

#### QUESTIONS / COMMENTS :

- **Trystan Sill** – How are new job codes created? How often does that happen? Specifically, examples of climate related jobs.
  - We should ask MD Dept of Labor
- How do we track emerging jobs?
- MD has a Green Skills tracker
- Jane Sinclair– lots of things go through MD Apprenticeships, there is lots of consistency with that and data is collected through that program.

**Anna Killius** – It might be worth checking with soil and water conservation districts to see if they have any programs/activities they'd be willing to contribute to the data collection.

- SWCD are very active in the EE space in VA
- SWCDs may have good data to share
- <https://vaswcd.org/> ; <https://pacd.org/> ; <https://mascd.net/>
- **Beth Ginter** – Can reach out with conservation district orgs in PA
- (Follow Up!) **Megan Sommers-Bascone** – will check with team lead Kevin McClean about those resources. Also Kendall from the Stakeholders Advisory Committee.

Discussing Career Maps and Map Pathways:

- **Missy Lauterbach (CSN)** – Career Map Pathways are super interesting to the CSN Board. We don't have anything yet but we're working on it.
- **DC Green Buildings Map:**  
<https://buildinginnovationhub.org/resource/dc-green-buildings-career-map/>
  - Building this out was about \$50,000 with a contractor.
- **Bart Merrick** – Here are some more examples: <https://irecusa.org/career-maps/>
- **Trystan Sill** has a little bit of money to put towards workforce outcomes: restoration, living shorelines, flood preparedness. We have been trying to figure out what might we produce that could be helpful? Would creating a career map be helpful?
  - **Julie Lawson** – can put Trystan in contact with the person who ran this (Katya)

#### Action Item:

- Meredith and Daniel: Set up a spreadsheet to track data resources (or a google form to collect answers to these questions?)

Participants learned about updates on the Technical Assistance project provided by Local Concepts LLC, and participated in a discussion on ideas for guest speakers / topics for future workgroup meetings.

Materials:

- [Workforce Workgroup Slide](#)
- [Workforce Charter Description](#)
- [Engagement Infosheet](#)

We are going to start formally recruiting for the Workforce Workgroup. Spreadsheet to form the basis of outreach: [Target Engagement Contact Sheet for Workforce - Google Sheets](#)

**The ask:**

- Review the Tech Assistance documents: Workgroup Slide, Charter Description, and Engagement Infosheet
- Add yourself to the [spreadsheet](#) and indicate where you see yourself fitting with the checkboxes.
- Also add folks who you think should be added/join

**Action Items:**

- ~~Have Christy open up edit permissions~~
- ~~make drop downs of the types of orgs in the first column~~
- Email the docs out to the Workgroup

**VI. Round Robin / Closing Remarks**

**11:50 – 12:00**

Participants were invited to share aspects of their ongoing work to discuss opportunities for mutual support and collaboration.

Materials: None

We'd love to give space to topics and speakers in our future workgroup meetings. Also any learning gaps?

- **Lori Lilly** – A major learning gap is documenting long term outcomes of program participants
  - **Missy Lauterbach** – willing to do a LinkedIn post about looking for those long term outcomes
- **Trystan Sill** – MD OLP (Outdoor Learning Program) College green careers working group – One outcome this year is updating MD conservation (green) careers guide to make it more inclusive. We are starting to update our existing chapters and add careers that need to be in there. Need to update Career spotlights – day in the life + how I ended up in that job. So we'll need to collect professionals in careers we don't already have represented. We will be sending out a form to collect those professionals. We will need help fact checking what we've come up with. Will send those asks out to the group later on.
  - Current Career Guide: <https://dnr.maryland.gov/pgc/Pages/green-job-descriptions.aspx>
  - Flyer: <https://www.chesapeakebay.net/files/documents/Green-Career-Better-Future-1.pdf>

**Julie Lawson** - staffer Janae is working on a green careers pathways site.

**Anna Killius** – working on getting language in the federal farm bill to include community colleges and natural resources conservation

**Julie Lawson** - Essay from friend of the Workgroup, Brooke Landry, that might be helpful to circulate in outreach to young folks and educators:

<https://www.chesapeakebay.net/news/blog/my-clean-water-story-brooke-landry>

**Bart Merrick** – BWET (Bay Watershed Education and Training) Grant Program, which is for work with K-12 audiences to try and support systemic environmental literacy programming within local education agencies or school districts. More information will be available soon

**Action Item:** Send out a scheduling poll to reschedule the June 19th meeting

**VII. Adjourn**

**12:00**

- **Next Meeting:** will be rescheduled from June 19th

Attendance:

- Anna Killius, CBC
- Bart Merrick, NOAA
- Beth Ginter, Chesapeake Conservation Landscaping Council
- Daniel Koval, CRC
- David Wood, CSN
- Erin Trouba, Penn State Extension
- Jane Sinclair, MD Labor
- Julie Lawson, DOEE
- Lori Lilly, HowardEcoWorks
- Missy Lauterbach, CSN
- Joseph Schell, DNREC
- Megan Sommers-Bascone, VA DEQ
- Patrick Philippe, DC Workforce Investment Council
- William Urvina, CCWC
- Trystan Sill, MDNR