

PATHWAYS

TO GROWTH & EXPANSION



Powered by Prince Georges County
Economic Development Corporation

USING GOVERNEMENT RESOURCES AND LEGAL INSIGHTS TO ATTRACT AND RETAIN YOUR WORKFORCE

THURSDAY, MARCH 10 | 9:30 AM

Sponsored By:





Alicia Moran

Manager of Small Business Services



Amoran@co.pg.md.us

301.583.4604

PATHWAYS



There are many pathways to growing a successful business. The Prince George's County Economic Development Corporation (PGCEDC) is proud to present our own Pathways - a dynamic series of programs that take a deep dive into important economic development and business topics dedicated to growing our local business eco-system.

Our goal is to educate, inform and prepare local business owners to be at the top of their game when it comes to business expansion, management, financing, company finances and how to secure top level contracts. Together, with industry experts, we are Prince George's Proud to be your resource partners for business growth.

PGCEDC PROGRAMS



CREANDO EXITOS

"Creating Success" to connect Spanish speaking County Businesses with information and resources to help them thrive.

PATHWAYS



PATHWAYS

A dynamic series of programs that take a deep dive into important economic development and business topics dedicated to growing our local business eco-system.



BUY PRINCE GEORGE'S

Connecting and promoting local businesses with County residents shopping for goods and services through an online registry.
#BuyPrinceGeorges



TAKE OUT TUESDAY

Calling all County foodies and beyond!
Explore all there is to eat in the County and where you can #DinePrinceGeorges!



BUSINESS SPOTLIGHT

Showcasing local businesses making a difference in Prince George's County



EDC CORE SERVICES

- Business Community Proponent
- Strategic Plan Update
- Site Selection
- Economic and Demographic Data
- Leasing and For-Sale contact information
- Permit Assistance
- Targeted Attraction and Retention
- Pre-submission meetings with multiple agencies
- Expedited Services
- Problem Solving and Intervention
- Identification of appropriate incentives
- Marketing, Promotion and Communication
- Networking and Connections

PATHWAYS

prince
Georges
POWERED BY PRINCE GEORGE'S COUNTY
ECONOMIC DEVELOPMENT CORPORATION



BUSINESS DEVELOPMENT TEAM



SMALL BUSINESS SERVICES

- Business Development Trainings & Workshops
- Access to Financing
- Connections with resource partners
 - SCORE, SBDC, PTAC, MWBC, TEDCO
- Connections to other Business Incubators
- Site Selection
- Innovation Station Business Incubator Co-working and Virtual Space
- Procurement support and Certification support
- Access to coaches, counselors and mentors

Business Resource Partners



LERCH, EARLY, BREWER

This is an Innovation Station sponsored series. Legal topics presented by LEB in partnership with PGCEDC.

- Legal Aspects of Buying and Selling a Business
- The Legal Elements of Company Formation
- Employment Law
- Contract Law

The logo for First Friday Coaching Session, enclosed in a purple rectangular border. It features the text "FIRST FRIDAY" in large orange letters, with "Coaching Session" in smaller orange text below it.

FIRST
FRIDAY
Coaching
Session

FIRST FRIDAY COACHING

In partnership with the University of Maryland Global Campus, Innovation Station hosts a monthly business coaching program to help guide companies through turbulent times and opportunities.

www.pgcedc.com/events



MARYLAND BUSINESS: REBOOT

Free programs to Maryland residents and business owners presented by professors at the Robert H. Smith School of Business and focus on finance, marketing, business operations and more.

www.Rhsmith.umd.edu



GLOBAL ENTREPRENEURSHIP

November 8-14, workshops, programs, pitch competitions, and networking events will be held throughout Prince George's County and the world to connect entrepreneurs to resources and opportunities.

www.genglobal.org

For More Information
Regarding **Pathways** and
EDC Services

www.PGCEDC.com/pathways

CRYSTAL BALLARD

Business Development Program Coordinator

CKballard@co.pg.md.us

ALICIA MORAN

Small Business Services Manager

Amoran@co.pg.md.us



EMPLOY

— PRINCE GEORGE'S —

WHO WE ARE



Employ Prince George's (EPG) is a nonprofit organization based in Prince George's County, Maryland providing a menu of workforce development services for job seekers and businesses. EPG serves as the County's bridge connecting job seekers and businesses.

Employ Prince George's is responsible for policy development and workforce activities related to administering services and programs funded by the Workforce Innovation & Opportunity Act (WIOA), signed into law July 22, 2014. EPG is the link between job seekers looking to begin or change careers, and businesses looking for skilled workers to maintain competitiveness in a changing labor market.

Employ Prince George's Founding Date: June 4, 2018



EMPLOY PRINCE GEORGE'S

Our mission is to improve the local economy by creating a demand driven workforce system in Prince George's County, and workforce development programs that deliver qualified workers to businesses, improves the productivity of businesses, and provides job seekers with opportunities for careers in high demand/high growth industries.

#WeAreEPG



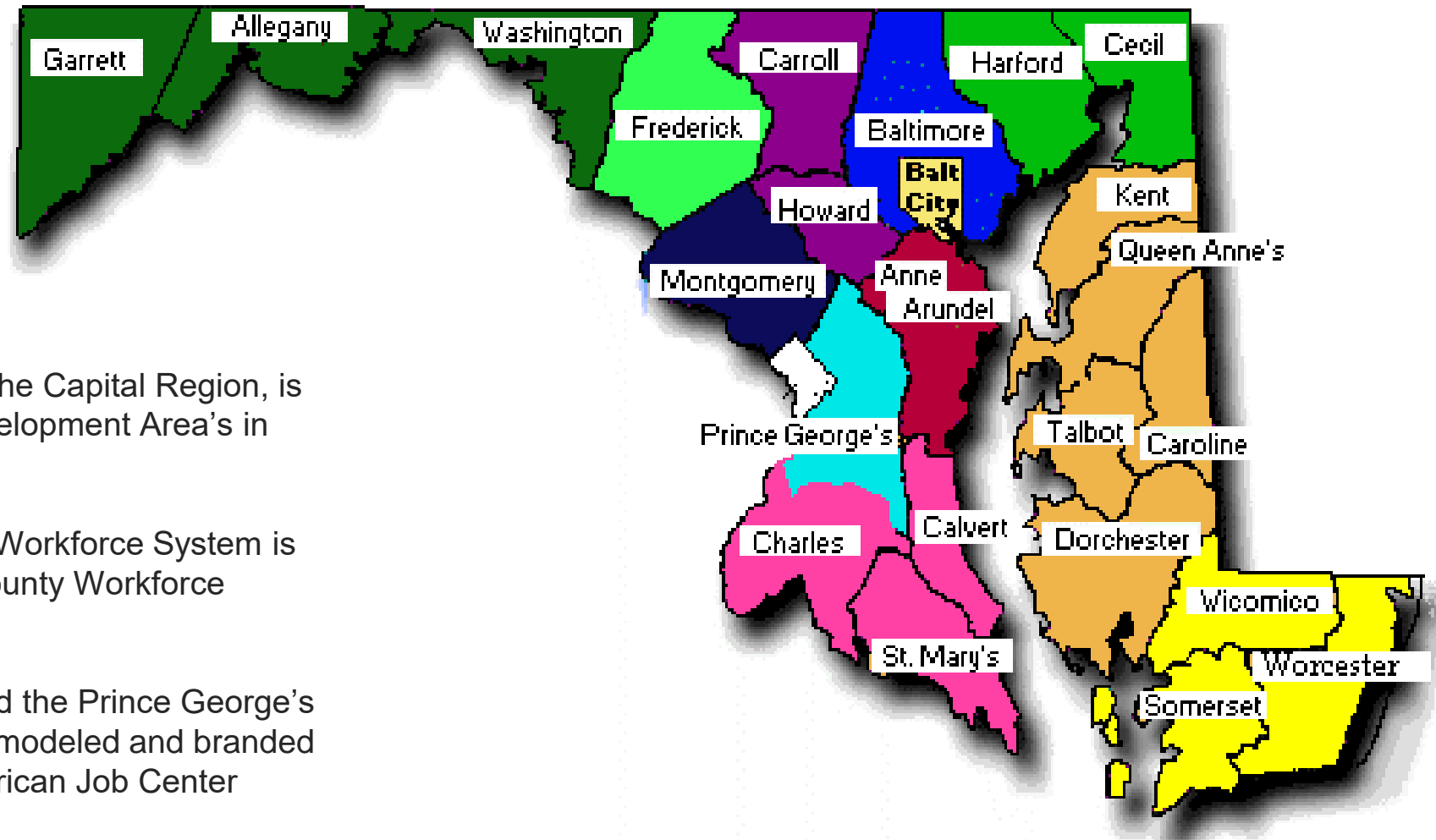
#WeAreEPG

It's more than a motto, it's our passion.



Employ Prince George's is the bridge between job seekers and businesses through workforce development programs, targeted/focused collaboration, and community partnership.

MARYLAND PUBLIC WORKFORCE SYSTEM



- Prince George's County, located in the Capital Region, is one of thirteen Local Workforce Development Area's in Maryland
- The Prince George's County Public Workforce System is governed by the Prince George's County Workforce Development Board (WDB)
- The Prince George's County is called the Prince George's County Public Workforce System is modeled and branded as the Prince George's County American Job Center Community Network (AJCCN)

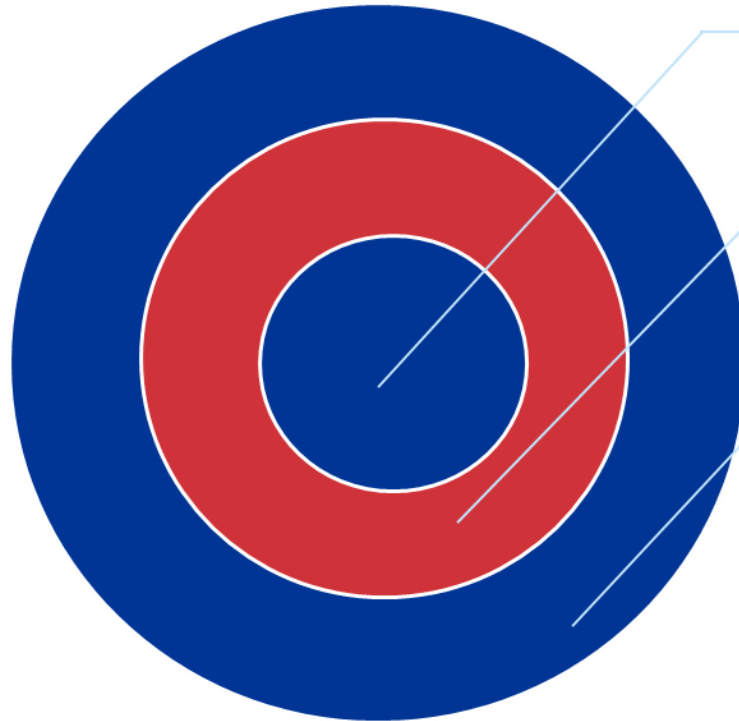
Prince George's County Workforce System



AmericanJobCenter[®]
LARGO



AmericanJobCenter[®]
NATIONAL HARBOR



Service Providers, Government Agencies & Community Organizations

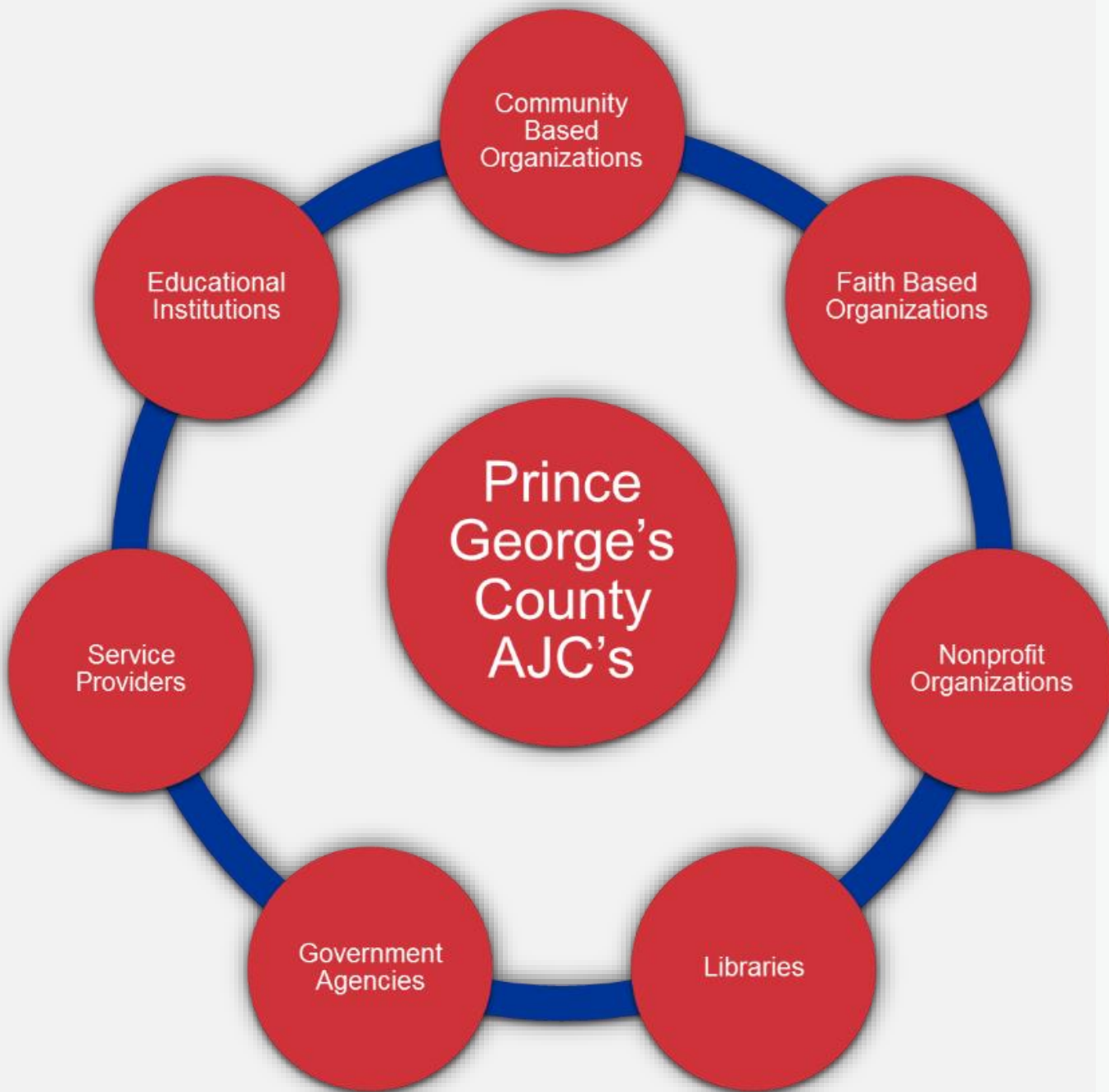
American Job Center(s), Satellite Centers & Access Points

AJC Community Network (Employ Prince George's – Admin)





www.PGCAJC.com



Community Network

The Prince George's County American Job Center Community Network is a collective of American Job Centers, community-based organizations, government agencies, nonprofit organizations, educational entities, faith-based organizations, and concerned citizens providing a full range of services connecting job seekers to training and employment opportunities in Prince George's County and the DC Metropolitan Region.

Built on a core Workforce Innovation and Opportunity Act principle, PARTNERSHIP, the American Job Center Community Network leverages government funding with community resources and community connections to provide high-quality career services, education and training, and supportive services to the doorstep of job seekers throughout Prince George's County.

Partners can join the network by emailing:

EPGCD2@co.pg.md.us



American Job Center Community Network Membership

Tier I Service Provider/Affiliated Site – Core American Job Center partners mandated by Federal and State WIOA Regulations, local American Job Center partners mandated by the CLEO and WDB, contracted WIOA Title I service providers of the WDB, and partners receiving workforce development funding by Employ Prince George's

Tier II Access Point – Partners who provide free workforce development or workforce development related services to Prince George's County residents and businesses

Tier III Community Stakeholder/General Member – Partners who are not legally or financially connected to the WDB nor Employ Prince George's, are not certified as an AJCCN Access Point, who are connected to the AJCCN to represent specific communities and receive information about AJCCN partners, programs, and operations



- The American Job Centers are the focal point of service delivery for job seekers and businesses
- American Job Center Largo is Prince George's County's Comprehensive American Job Center
- American Job Center Mobile Unit will launch in March 2022



American Job Center Largo
1801 McCormick Drive, Suite
120, Largo, MD 20774
301-618-8425



Youth Career Center
5001 Silverhill Road, Suite 310
Hillcrest Heights, MD 20746
(301) 316-9812



American Job Center National
Harbor
6800 Oxon Hill Rd, Suite 298,
National Harbor, MD 20745
301-968-1658



EMPLOY

— PRINCE GEORGE'S —



Meet the team that helps bring our vision to life.

Annually, Employ Prince George's manages the delivery of workforce development services to over 30,000 job seekers and 1,500 businesses. With over seventy-five (75) partners and numerous locations across Prince George's County, the work of Employ Prince George's is expansive and customized to assist every job seeker and business with maximizing their potential. The Employ Prince George's Team is comprised of the top workforce professionals in the Country with decades of experience in every area of workforce development.

Encore
EXPERIENCED WORKERS PROGRAM



Career
Pathways
For **ALL**

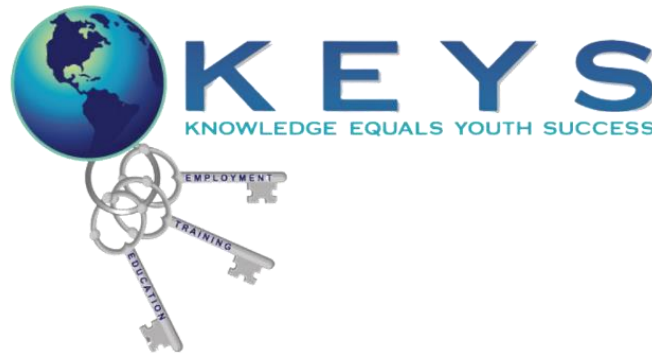
Creating Pathways That Break Language and Cultural Barriers



VETERANS CAREER
CONNECTION



Employ Prince George's
COVID-19
Workforce Development
Recovery Program



KEYS
KNOWLEDGE EQUALS YOUTH SUCCESS



Demographic Programs





CAPITAL AREA
HEALTHCARE ALLIANCE

EPiC
EDUCATION PARTNERSHIP FOR IT CAREERS

PS | Professional
Services
Institute

CWP
CONSTRUCTION WORKS PROGRAM

HAI
HOSPITALITY AND ACCOMMODATION INSTITUTE

**INDUSTRY
BRIDGE**
PROGRAMS



**Transportation
and Logistics
Consortium**



BUSINESS SERVICES

EMPLOY PRINCE GEORGES, INC.

**1801 McCormick Drive, Suite 400,
Largo, MD 20774**

What We Do



Employ Prince George's Inc. specializes in the field of addressing the most significant business needs – building and retaining qualified talent. The Business Service Department offers businesses in Prince George's County and the surrounding Washington Metropolitan Area, or those relocating to the area, completely integrated talent support solutions and highly-skilled Business Consultants to help you compete and grow.

Whether your business needs help recruiting specialized talent, hiring new team members, training existing employees, or all three, the Office of Business Services can help. Our team of business and economic development professionals can offer expertise, funding and resources – including labor market data – to help your business succeed. We recognize that each and every business and career seeker is unique, and we take the time to customize a plan and solution to meet your needs.

Business Services

The American Job Center Largo provides customized recruitment services for local businesses. We will post your openings, screen and refer qualified applicants, provide on-site recruitment assistance, and customize job fairs.

You will also be informed of incentive programs and tax credits. If your company or organization is downsizing, we have trained professionals who are available to meet with you to develop separation strategies and to provide outplacement counseling assistance.

Business Services Offers:

- Incentives and Tax Credits
- Pre-Screening of Candidates
- Customized Recruitments
- Free Posting of Openings
- Targeted and Customized Job Fairs
- Subsidized On-the-Job Training

We help businesses save time, money, and find the the talent that they need!

To take advantage of any of these options, contact our Office of Business Services at email **BusinessServices@co.pg.md.us**.



What We Offer

● Job Seeker Career Services

Find valuable search resources at your fingertips and access the latest job postings registered with Prince George's Job Link, review postings statewide, or take a national approach.

● Youth Services

Our programs prepare youth for postsecondary educational opportunities or employment, linking academic and occupational learning.

● Business Services

Get professional assistance with recruiting, get reimbursed for company training, and get Tax Credit Assistance, Testing and Assessment, Federal Bonding Program support and more.

● Resources

Resources include; Bi-Weekly Hot Jobs Posting, Labor Market Information to make informed choices, Monthly Workforce Development Updates via a monthly Newsletter, Workforce Wire Podcast



INDUSTRY FOCUS



Healthcare & Social Services



Transportation and Logistics Consortium



Construction & Real Estate



Information Technology



Hospitality & Accomodations



Professional Services



Employ Prince George's **COVID-19** Workforce Development **Recovery Program**

Thousands of businesses have closed due to the pandemic, leading to over 100,000 residents being laid off and out of work. Employ Prince George's COVID-19 Workforce Development Recovery Program is here to help restart careers. The COVID-19 Workforce Development Recovery Program assist unemployed Prince George's County residents re-enter their previous career or occupation, develop the skills to secure higher wage employment, or transition careers. The COVID-19 Workforce Development Recovery Program utilizes various traditional and nontraditional services to achieve its goal.

- Occupational Skills Training
- Online Skills Upgrading
- **Rapid Re-Employment Grants**
- Needs Based Payments*

Employ Prince George's



Identified as a national best practice, highlighted by NPR and featured by the National Association of Workforce Development

Rapid Re-Employment Grant Initiative

Employ Prince George's Rapid Re-Employment Grant Initiative provides grants to businesses who hire unemployed Prince George's County residents.

Grants supplemented 50% - 75% of a new employee's salary for up to 12 weeks.

Businesses can receive a maximum of \$15,000 per new employee.



PUTTING OUR WORKFORCE BACK TO WORK

Due to the COVID-19, thousands of Prince George's County businesses have closed and over 100,000 Prince George's County residents have become unemployed. Employ Prince George's (EPG) has established the **COVID-19 Workforce Development Recovery Program Rapid Re-Employment Grants** to help businesses reopen and build their capacity.

What are Rapid Re-Employment Grants?

The COVID-19 Workforce Development Recovery Program was designed to prepare and connect laid off Prince George's County residents to employment opportunities, while simultaneously helping businesses reopen and rehire employees. Employ Prince George's understands that businesses are reopening, but revenues haven't reached pre-pandemic levels and many businesses are facing large financial deficits. To ease the financial burden of onboarding new employees, Employ Prince George's is offering Rapid Re-Employment Grants to local businesses. Employ Prince George's Rapid Re-Employment Grants provide funding to businesses that hire Prince George's County residents and supplement 50%-90% of their new hires salary. Grants are provided on the first day of a new employee's first day of work and the maximum grant is \$50,000 per business.

Businesses who are hiring and are interested in receiving up to **\$50,000** in funding through Employ Prince George's Rapid Re-Employment Grants can apply today at

www.EmployPG.org/covid-19-workforce-development-recovery-program

Need More
Information?

Rapid Re-Employment Grant Initiative

Employ Prince George's Rapid Re-Employment Grant Initiative provides grants to businesses who hire unemployed Prince George's County residents.

Grants supplemented 50% - 75% of a new employee's salary for up to 12 weeks.

Businesses can receive a maximum of \$15,000 per new employee.



PUTTING OUR WORKFORCE BACK TO WORK

Due to the COVID-19, thousands of Prince George's County businesses have closed and over 100,000 Prince George's County residents have become unemployed. Employ Prince George's (EPG) has established the COVID-19 Workforce Development Recovery Program Rapid Re-Employment Grants to help businesses reopen and build their capacity.

What are Rapid Re-Employment Grants?

The COVID-19 Workforce Development Recovery Program was designed to prepare and connect laid off Prince George's County residents to employment opportunities, while simultaneously helping businesses reopen and rehire employees. Employ Prince George's understands that businesses are reopening, but revenues haven't reached pre-pandemic levels and many businesses are facing large financial deficits. To ease the financial burden of onboarding new employees, Employ Prince George's is offering Rapid Re-Employment Grants to local businesses. Employ Prince George's Rapid Re-Employment Grants provide funding to businesses that hire Prince George's County residents and supplement 50%-90% of their new hires salary. Grants are provided on the first day of a new employee first day of work and the maximum grant is \$50,000 per business.

Businesses who are hiring and are interested in receiving up to \$50,000 in funding through Employ Prince George's Rapid Re-Employment Grants can apply today at

www.EmployPG.org/covid-19-workforce-development-recovery-program

Need More
Information?

How Do We Apply For This Grant?

Businesses who are hiring and are interested in receiving up to \$15,000 in funding per new hire through Employ Prince George's COVID-19 Workforce Development Program, can apply today at

www.EmployPG.org/rapidgrants



PUTTING OUR WORKFORCE BACK TO WORK

Employ Prince George's (EPG), is relaunching its COVID-19 **Rapid Re-Employment Grants** (RREG) initiative to put thousands of Prince George's County's residents back to work, while helping businesses reopen, retain talent and build their capacity. With renewed funding by the American Rescue Plan Act (ARPA), EPG is disbursing up to \$15,000 grants per employee to businesses who hire currently unemployed Prince George's County residents.



Q & A

#WeAreEPG



#WeAreEPG

We look forward to
working with you!

Thursday, March 10, 2022

Pathways to Growth and Expansion: Using Legal Insights to Attract and Retain Your Workforce

Presented by:

Michael J. Neary & Nicole M. Behrman

Employment Attorneys

Lerch, Early & Brewer

I. Introduction

Navigating employment laws when starting your business

Legal obligations owed to employees as your business grows

Best practices to avoid employment-related legal claims

II. Hiring Workers: Classifying Workers as Employees or 1099 Workers

A. Differences between Employee and Independent Contractor include:

- Payroll Taxes
- Requirement to record hours of work and pay on time
- Requirement to pay minimum wage and overtime
- Requirement to pay unemployment and workers compensation insurance premiums
- Coverage under anti-discrimination and leave laws

B. Determination of Employee v. Independent Contractor

- Federal tax law, federal wage and hour law, state wage and hour law, state unemployment law, and state workers comp law all have different tests to determine whether a worker is an employee or an independent contractor
- **Key similarity: How much control does the employer have over the worker?**

II. Hiring Workers: Classifying Workers as Employees or 1099 Workers

C. Consequences for Misclassification

- Owner/supervisor individual liability
- Lost Wages
- Attorneys Fees
- Treble Damages
- Penalties
- Tort Claims for injuries without Workers Compensation

D. If an Employee- Classifying Employees as Exempt v. Non-Exempt

III. Legal Obligations to Employees

A. Hiring Process

- Background Checks
- Asking about Criminal History
- Non-Compete Issues

B. Payment Obligations

- Minimum Wage and Overtime
- Timely Payment of Wages
- Equal Pay
- Posting and Notice Requirements

C. Leave Obligations

- Federal
 - Family Medical Leave Act
 - Leave as an accommodation under the Americans with Disabilities Act
- Maryland State Leave Laws
- County Leave Laws

III. Legal Obligations to Employees

D. Prohibitions Against Discrimination

- Federal
 - Title VII of the Civil Rights Act
 - Americans with Disabilities Act
 - Age Discrimination in Employment Act
- State
 - Maryland Fair Employment Practices Act
- County

E. Era of Remote Work- which laws apply when employees are working remotely?

III. Best Practices to Avoid Employment Issues

- Draft an employee handbook and adopt written policies that clearly set employer's position
- Document performance issues and conduct employee reviews
- Train employees and managers

Thank you!

Disclaimer:

This content is for your information only and is not intended to constitute legal advice. Please consult your attorney before acting on any information contained here.

Unauthorized Recording and Broadcast Notice:

No individual or entity – including a presenting author – may record or broadcast any portion of this presentation without prior written consent of Lerch, Early & Brewer, Chtd. Unauthorized recording (audio, video, still photography, etc.) of presentations during sessions, posters, workshops, slide decks, or other presentation materials, without the express written consent of Lerch, Early & Brewer, Chtd. and individual authors is strictly prohibited.

About the Presenter



Michael J. Neary

Employment & Labor Attorney
Lerch, Early & Brewer

T 301-657-0740

F 301-347-1790

mjneary@lercheearly.com

Michael Neary is an employment attorney working with businesses to comply with the legal requirements regulating the workplace.

About the Presenter



Nicole M. Behrman

Employment & Labor Attorney
Lerch, Early & Brewer

T 301-657-0744

F 301-347-1763

nmbehrman@lercheearly.com

Nicole Behrman has represented clients before the DC Superior Court, District Court for the District of Columbia, the EEOC, DC Office of Human Rights, and DC Office of Administrative Hearings. She has litigated cases involving claims of discrimination, harassment, retaliation, FMLA interference and retaliation, wage and hour violations, breach of contract, and wrongful termination in violation of public policy.