



Serving as the workforce investment board for the Lower Shore of Maryland

The regular quarterly meeting of the Lower Shore Workforce Investment Board was held on Wednesday, July 11, 2007 at 11:00 a.m. at Chesapeake Steakhouse in Salisbury, Maryland.

Members present: Derek Bland, Chair; Nola Arnold, Peggy Bradford, Walter Kissel, Robert McIntyre, Karen Megronigle, Freddy Mitchell, Diana Nolte, Bonita Porter, Linda Southerland, Renee Stephens, Jay Tawes, Danny Thompson and Doug Wilson

Members absent: Benjamin Ballard, Lawrence Elsey, Harry Gemmell, Patti Mannion, Dana Seiler and E.C. Townsend

Staff present: Carole DiPietro, Sharon Jones and Natasha Shrieves

The meeting was called to order by Derek Bland, Chair at 11:10 a.m.; a quorum was present.

REPORTS:

Lower Shore Workforce Alliance Staff Report: Derek Bland reported that Merry Mears had resigned her position as workforce director effective June 22, 2007. A classified ad is currently running in *The Daily Times* with a final application date of July 27, 2007. Workforce Investment Board members are invited to participate in the interview process.

Financial Report: a preliminary end of the year financial report prepared by Jo-Ellen Mason-Foley, TCC Finance Director was distributed at the meeting and accepted as presented.

One-Stop Job Market Report: Greg Eberts, Labor Exchange Administrator, reviewed the summer 2007 edition of the One-Stop Job Market newsletter and the customer satisfaction survey. Additionally, he advised the Board about some upkeep and maintenance work scheduled at the One-Stop and the purchase of some equipment using Disability Program Navigator funds. Greg also reported on a recent visit by Secretary Perez in which the Secretary commented that the One-Stop Job Market is a model of how one stops should operate.

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Internship Report: Derek Bland reported that 35 youth are currently involved in internships through Holly Community, Salisbury Area Chamber of Commerce and Somerset Tawes Career & Technology Center. Placements include Deaf Independent Living Association, Junior Achievement, Long & Foster, Parks & Recreation, Salvation Army, UMES, Holly Center, Hebron Savings Bank, McCready Hospital, etc.

The initial monitoring of the internship program and participant files at Holly Community was discussed. A summary of the monitoring stated that required documentation was not available. On motion by Renee Stephens, seconded by Diana Nolte, the Board unanimously voted not to renew the memorandum of understanding with Holly Community.

Unfinished Business:

Out-of-School Youth Provider in Wicomico County: Renee Stephens reported on behalf of the Program Review Committee that Telamon Corporation had submitted a proposal to offer services to out-of-school youth in Wicomico County. The Committee recommended that this proposal be accepted by the Workforce Investment Board. Jennifer Shahan was present on behalf of Telamon to answer any questions. On a motion by Walter Kissel, seconded by Nola Arnold, the Board unanimously voted to fund the Telamon Corporation proposal to serve Wicomico County out-of-school youth in the amount of \$32,500.

New Business:

MOU between Counties, TCC and WIB: A Memorandum of Understanding between the counties, Tri-County Council for the Lower Eastern Shore of Maryland and the Workforce Investment Board was included in the packet of information mailed to each Board member. On motion by Doug Wilson, seconded by Bonita Porter, the MOU was unanimously accepted as written.

Adoption of Workforce Investment Board Guidelines: Some questions were raised during the discussion of the Guidelines regarding our relationship with the Tri-County Council as to liability, whether the WIB operates under Tri-County's by-laws, etc. It was also requested that the list of required non-business members be included in the document. It was the consensus of the Board to delay acceptance of the Guidelines until some clarification of the issues listed above was received.

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Training Exception: A WIA participant who was trained as a phlebotomist is requesting to now be trained as a Certified Nursing Assistant, citing her inability to find employment as a phlebotomist as the reason for the request. The current local policy is that only one training opportunity per participant will be offered. On motion by Diana Nolte, seconded by Renee Stephens, the Board unanimously voted to maintain the existing policy.

Work Ethics: Following up on Derek Bland's request at the April meeting to have a discussion about work ethic issues, Diana Nolte reported that she has discussed the issue in several group meetings she attended. While it was agreed that many employers are facing this problem, it was unclear what the next step should be. It was decided that Diana will put a work group together, and the matter will be put on the agenda for the October Board meeting.

Class B CDL Course: Nola Arnold advised the Board that Wor-Wic Community College has recently been given approval to offer CDL Class B training. The next step will be to provide whatever documentation is needed for the training to be placed on the Maryland Higher Education Commission's approved training list. Wor-Wic is hoping to begin offering the class in September. The Board offered their support for this endeavor.

Sub-committee to study funding opportunities: This matter was tabled until the October meeting.

There being no further business, the meeting adjourned at 12:45 p.m.

Respectfully submitted,

Carole DiPietro
Office Manager

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