

## **Youth Standing Committee Monthly Meeting**

February 4, 2019

1:00 p.m. – 3:00 p.m.

American Job Center, Salisbury M.D.

**Members Present:** Jason Cunha, Chair; Dave Harner, Jennifer Bertrand, Alicia Dennis, Denean Jones-Ward, and Heather Mahler.

**Members Absent:** Tina Williams

**LSWA Staff:** Ivonne Lomax, Program Coordinator, Shelly Brown, Deputy Director, and Robert Hendricks, Business Engagement Representative.

**Guest:** Kristie Marriner, Program Manager Workforce Development, Goodwill Industries of the Chesapeake, Salisbury, MD

The Youth Program Coordinator called the meeting to order at 1:04 p.m. A quorum was present. The Youth Program Coordinator asked for a motion to approve the January 7, 2019, Youth Standing Committee minutes as submitted. **MOTION:** Jennifer Bertrand moved to approve the minutes. David Harner seconded the motion. The motion was unanimously approved.

### **Old Business:**

**Youth Partnership JA/YDAC:** JA/YDAC submitted a budget to the Youth Standing Committee (YSC) for review. JA Inspire Career Exploration Fair is set for March 12, 2019, from 8 a.m.-2 p.m. at the Wicomico Youth and Civic Center. In support of the event, LSWA agreed to a budget of up to \$12,720.

**Strategic Funding Possibilities:** Youth Strategic Implementation Plan was reviewed. It was suggested to revisit the original allocation of the Strategic Plan at the April 10<sup>th</sup> YSC meeting.

### **New Business:**

**Open Meetings Act:** A brief description of the Open Meetings Act was given. If approved at the March 13<sup>th</sup> Workforce Development Board meeting, the Youth Program Coordinator will be responsible for the YSC Open Meetings Act Compliance. After a lengthy discussion, the YSC members are no longer interested in using a recording device during the meetings. The committee will explore options to help the Youth Program Coordinator document the meeting discussions. A motion was made to eliminate the recording device at the YSC meetings immediately. **Motion:** Denean Jones-Ward moved to approve the elimination of the recording device. David Harner seconded motion. The motion was unanimously approved.

### **Youth Fiscal Update:**

- Youth Program Quarterly Reports - reviewed during the meeting.
- Vendor Updates and current participant status.
- PY17-PY18 Fiscal Funding overview was reviewed.

**Revisit Bridge Gap Ideas:** Two major ideas were discussed regarding the Bridge Gap: 1) Wicomico Evening High School Youth Employment proposal and 2) the group discussed putting the money towards the purchase of a new AJC Mobile Unit. A motion to re-allocate the \$75,000 towards AJC mobile unit based on Strategic Goal #1 - to increase employer engagement with workforce development and education system in order to increase work-based training opportunities. **MOTION:** Heather Mahler moved to approve the re-allocate of \$75,000 towards the AJC mobile unit. David Harner seconded motion. The motion was unanimously approved. The Workforce Director, the Steering Committee and the WDB will need to discuss and make the final decision.

**Open Discussion:**

- Upcoming agenda topics: revisit strategic plan
- Upcoming Meetings:
  - Youth Standing Advisory Committee – March 6, 2019
  - Youth Standing Committee – April 10, 2019
- Case Management Training- TBA
- Business Summit-TBA

The meeting was adjourned at 3:01 p.m.

Respectfully submitted,  
Ivonne Lomax  
Youth Program Coordinator