

## **Youth Standing Committee Monthly Meeting**

April 10, 2019

1:00 p.m. – 3:00 p.m.

American Job Center, Salisbury M.D.

**Members Present:** Jason Cunha, Chair, Alicia Dennis, and Heather Mahler, Vice Chair.

**Members Absent:** Tina Williams, David Harner, Jennifer Bertrand and Denean Jones-Ward

**LSWA Staff:** Ivonne Lomax, Program Coordinator, Shelly Brown, Deputy Director, and Becca Webster, Workforce Director

**Guest:** Kristie Marriner, Program Manager Workforce Development, Goodwill Industries of the Chesapeake, Salisbury, MD. Anita Disbrow, Support Services Specialist United Needs and Abilities, Inc.

Jason Cunha, Chair called the meeting to order at 1:01 p.m. A quorum was not present. Youth Standing Committee February 4, 2019 minutes couldn't be approved.

### **Guest Speaker:**

Ms. Lomax welcomed Anita Disbrow, Support Services Specialist United Needs and Abilities, Inc. Ms. Disbrow presented an inquiry & proposal process request. UNA is seeking funding for a collaborative event called "YES YOU CAN! Career exploration without fear". This event, in the planning stages, would allow those who are in the lower three counties of the shore, to participate in a career open house. Participants would be given a buddy to escort them around to potential employers or training programs. the buddy will help them to continue exploration without fear, for the careers of their choice and to address taking down the barriers perceived in making a career becoming reality. This event is to bring providers, technology and supportive services to the same table to dispel myths and discuss supportive services. Time frame of the event is May 1<sup>st</sup> – June 30<sup>th</sup>. Youth Standing Committee members had additional questions after the presenter left, so Youth Standing Program Coordinator asked everyone to email questions for further clarification.

Funding requirements for projected 250 participants for this event was a total of \$15,000. A monetary break down was provided to the committee.

### **Old Business:**

#### **Youth Partnership JA/YDAC:**

JA Inspire Career Exploration Fair held on March 12, 2019, from 8 a.m.-2 p.m. at the Wicomico Youth and Civic Center was a success. In support of the event, LSWA staff set up a resource table in the Career Center to welcome students from the Wicomico County School system to learn and explore different resources that could help with transitioning into post-secondary education or the workforce. It was discussed that the next location is moving to Ocean City Convention Center in Ocean City Maryland to accommodate additional students and employers. LSWA is still waiting on a final invoice from Junior Achievement.

### **Budget Overview:**

Becca Webster presented a PowerPoint presentation to the committee regarding the youth program budget. LSWA receives funding from DLLR, renaming to Maryland Department of Labor on July 1<sup>st</sup>. Allocations are for a two-year period and the program calendar is "Program Year" July 1<sup>st</sup> - June 30<sup>th</sup>. The budget provided included unused funding from the previous year (carry-over) plus the yearly allocations. Carry-in funds include intentional carry-in and unintentional carry-in. Examples for both carry-in types was provided during meeting. LSWA budget was broken down in two expense categories: Sub-Grant and Operation budget. A PY18 budget vs actual handout was provided to the committee. Ms. Webster went over sub-grant expenses line by line.

### **Strategic Funding Possibilities/Budget Gap Update:**

Youth Strategic Implementation status was reviewed and presented by Ms. Webster. The status of remaining funds spent to date, and remaining expenses was discussed in detail. Bridge gap funding was intended to extend the current OSY contract, but that is no-longer the plan, so funding might need to be re-directed. Pregnant and Parenting program is right on track at this time and expect to spend the full awarded funding amount. Technical Assistant funding, Employer Focus Group and Special Events are still unknown on how committee plans on spend the funds.

Ideas were discussed at the meeting as to how the money can be spent. Since there was no quorum, no decision could be made.

Ideas from committee members regarding spending the funding:

- Lunch and Share- providing concepts and ideas through resource sharing. Gear towards employers and tailor to their needs
- Reach out to all three counties to see if any upcoming events are happening and if we can help support.
- Business Day at the Shore Birds game- Executive suite at the Shore Bird stadium can hold an event.
- Business Summit- Panel discussions with employers. Alicia is on the planning committee and plans on presenting the idea for the Strategic Funding monies be used to help support the event.

Ms. Webster provided two options for the Youth Standing Committee to consider:

- Extend into next program year to expend the remaining funds by September 30
- Decide to re-direct the funds back to the main budget

## **New Business:**

### **Summer Youth Connections**

Service providers selected were Somerset County Public Schools, Wicomico County Public Schools and Worcester County Public Schools. These three service providers will continue engaging to provide programs for the next three program years. All three schools have already successfully completed their first year and entering into the second contract year. Ms. Webster announced that a minimal amount of funding is available to be used to prepare for the upcoming summer activities. Ms. Lomax has already been in communication with service providers regarding contact year 2, and preparation award amounts have been approved. Preparation period is April 1<sup>st</sup> – June 30, 2019.

### **RFP grant structure**

Ms. Webster went over the current structure challenges of the RFP grant process. Programmatically, services suffer with the model of first year active, second year follow up. Also, participant carry-ins vs. new participants can lead into overlapping of participants in more than one grant. Fiscally it is a burden to budget when dealing with carry-in's. LSWA plans on changing the structure of the PY 2019 grant, which will take the burden off fiscal budgeting and any program concerns. Vendors would be selected for three years. Each year is a new contract and negotiation depending on award amount by DLLR. Programmatic changes would eliminate service providers having to force participants into follow-up or put limitations on enrollment.

### **Open Discussion:**

- Upcoming agenda: Youth Program Coordinator will draft an agenda for review.
- Upcoming Meetings:
  - Youth Standing Committee – May 13, 2019
  - Youth Standing Advisory Committee – June 4, 2019

**Workforce Director-** discussed a conference she attended alongside WDB Chair Tony Nichols and WDB Vice Chair Jason Cunha. The event was the National Association of Workforce Boards Conference. She stated that the conference brought to her attention new ideas, identifying and retaining OSY in the programs and discussed CTE programs. Mr. Cunha expressed that he enjoyed the conference and learned new innovative ideas.

The meeting was adjourned by the Committee Chair at 2:48 p.m.

Respectfully submitted,  
Ivonne Lomax  
Youth Program Coordinator