



LOWER SHORE WORKFORCE ALLIANCE

Serving as the Workforce Development Board for the Lower Shore of Maryland

The quarterly meeting of the Lower Shore Workforce Development Board was held on Wednesday, September 13, 2017, at 11:00 a.m. at Harrison's Harbor Watch Restaurant, Ocean City, MD.

Members present: Charles Bagley, Ruth Baker, Jason Cunha, Bo Duke, Greg Eberts, Paula Erdie, Walter Maizel, Anna Moorhead (proxy for Michelle Stewart), Tony Nichols, Angela Paris, Jennifer Shahan, Joy Strand, Danny Thompson, and Donna Weaver.

Absent: Jerry Barbierrri, Erik Emely, Katarina Ennerfelt, Geoffrey Failla, Stephen Franklin, Joey Gardner, Freddy Mitchell, Maria Waller, and Pattie Tingle.

Staff present: Becca Webster, Shannon Alexander, Bob Hendricks, Jennifer Joynes, Ivonne Lomax, and Dione Shaw.

Guests in Attendance: John Donegan, Administrative Services Director, Tri-County Council for the Lower Eastern Shore of Maryland

Walt Maizel, WDB Chairman, called the meeting to order at 11:00 a.m. The first item on the agenda was the Consent Agenda. Walt asked for a motion to approve the Consent Agenda as submitted. **MOTION:** Paula Erdie moved to approve the Consent Agenda. Tony Nichols seconded motion. The motion was unanimously approved.

Walt welcomed the new Worcester County Board Member, Robert "Bo" Duke. He said that Bo is employed in the hospitality industry and works for Harrison Group.

Walt informed everyone that Donna Weaver has submitted her resignation from the WDB and today's meeting is her last. On behalf of the Board, Walt presented Donna with a Certificate of Appreciation for her many years of service. He said, "it's been a privilege and honor to work beside you."

Old Business:

One Stop Operator Update: Becca said at the June 14th WDB meeting, KRA Corporation was recommended by the Steering Committee as the One Stop Operator and the Board approved the recommendation for a two-year period, July 1, 2017-June 30, 2019. However due to a budget misunderstanding, we were unable to execute a contract with KRA. She contacted DLLR for guidance and their recommendation was that if we have a viable second choice, we should negotiate a contract with them. Our second choice, Tri-County Council (TCC) for the Lower Eastern Shore of Maryland was approached and they accepted. Becca referred the Board to Tab 3 in the packet for the contract terms and contracted duties of the One Stop Operator. Becca said that John Donegan is here today to answer any questions or concerns. There were none.

Steering Committee Membership: Currently there are two vacancies on the Steering Committee. Walt said the purpose of the Steering Committee is to provide an opportunity for Board members to have a period for engagement to discuss business leading to the determination of the Board's working agenda.

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Walt thanked Jason Cunha and Tony Nichols for agreeing to serve on the committee and requested a motion to accept their nominations. **MOTION:** Danny Thompson moved to approve the Steering Committee nominations. Charles Bagley seconded motion. The motion was unanimously approved.

WDB Vacancies: Becca referred the Board to Tab 3 in the packet. As the Membership table reflects, we are in need of one Business Representative from Worcester County and one Business Representative from Wicomico County; as well as two Union and Joint-Labor/Apprenticeship vacancies. A discussion ensued. Becca said that every two years the Board needs to be certified. The Local Board Certification Report has been completed; however, we are not in compliance and our Board is being conditionally certified. Walt said that vacancies occur as a result of natural attrition due to members completing their term of service or when members resign due to changes in their personal or professional lives. If anyone has any recommendations to help fill the board composition, please let him know. He will be happy to talk with any prospective individual and give an overview of the organization.

New Business:

PY17/FY18 Budget: Becca said the Draft Budget is located in Tab 3. She began with the top portion of the budget which shows the three funding sources: 1) Adult and 2) Dislocated funds, these are separate allocations. The first allocation is available on July 1st and the second allocation becomes available on October 1st and; 3) Youth funds are available for the entire year beginning July 1st. Becca reminded everyone that we can transfer funds (up to 100%) from Dislocated to Adult by written request from LSWA to DLLR. Next you will see two types of expenditures: 1) Sub grant Expenses and 2) Operating Expenses. She gave a line by line explanation of the Sub grant Expenses. The Operating Expenses are self-explanatory. Since there were no questions or concerns, Walt asked for a motion to approve the PY17/FY18 Budget as submitted. **MOTION:** Jason Cunha moved to approve the PY17/FY18 Budget. Paula Erdie seconded motion. The motion was unanimously approved.

Success Story: Becca told the Board that LSWA was able to assist Kaitlyn Thompson with her tuition, books and supportive services through the Dislocated Worker program. She recently graduated from Wor-Wic Community College with an Associate Degree in Nursing with High Honors. Kaitlyn generously provided us with the details of her experience. A handout was provided. Becca expressed how she would like to continue this practice of success stories and asked the Board for their recommendations.

Youth Standing Committee: Walt began by saying that the Youth Standing Committee oversees youth programs and set forth the compilation of its duties. Jennifer Bertrand is being nominated as a new member. As her biography states, she was appointed as the Re-Entry Coordinator through the Local Management Board in Somerset County in May 2017 and continues to partner with area professionals and state government in workforce development, law enforcement, career guidance, social services, and education. Walt asked for a motion. **MOTION:** Ruth Baker moved to approve the nomination. Angela Paris seconded motion. The motion was unanimously approved.

Becca said that due to Donna's resignation from the WDB, Ivonne Lomax, Youth Program Coordinator is seeking a new Chair for the YSC. The Youth Standing Committee Chair must be a member of the Workforce Development Board and appointed by the Board to serve a one year term. In the absence of the Chair, the Youth Standing Committee vice Chair, Jill Heathfield, will assume duties until a new YSC

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Chair is nominated and approved by the WDB. A discussion ensued. Becca encouraged anyone interested in serving as the YSC Chair to contact Ivonne.

WDB Chair Reappointment: Joy Strand said that Walt has been nominated to continue as the Chair for another year. The terms of office are for one year with the possibility of re-election to a second one-year term, but not to exceed two years. Joy asked the Board if there were any other nominations for this position. Since there were none and Walt has agreed to serve another year, a motion is needed.

MOTION: Joy Strand moved to approve the nomination. Danny Thompson seconded motion. The motion was unanimously approved. Walt asked if there were any nominations to fill the vice Chair position. Since there were no other nominations, Walt nominated Joy to continue for another year.

MOTION: Ruth Baker moved to approve the nomination. Tony Nichols seconded motion. The motion was unanimously approved.

Walt referred back to the WDB composition. He said that the composition of our membership should be consistent with the Workforce Innovation and Opportunity Act (WIOA) which states a majority of membership (51%) must be represented from the private sector. However, there is 49% representation from among the public sector on this Board. He suggested that at each Board meeting one individual give a brief summary of what you/your agency does.

Danny Thompson, Executive Director, Somerset County Economic Development Commission was more than happy to start with today's meeting and tell his story.

"Raised in the Fruitland area, but as a pastor's son, Dad took a church in Crisfield when I was 15. At that age, I said Dad there is no way God said go to Crisfield, there's nothing here. He responded by saying, son maybe that's why he called me here. Couldn't argue with that.

From there, married, had a son, worked at Gordon's in high school, worked at Mrs. Paul's, Rubberset, and Carvel Hall during college years (Wor-Wic & SU). Stayed at Carvel Hall for 10 years until closing. While working at Carvel Hall purchased Circle Inn restaurant, age 26. Upon Carvel Hall closing went through Dislocated Workers Program through DLLR in the early 90's. Job opening came through as a contractual employee helping individuals find employment which I thoroughly loved and miss, especially the one on one. I could share my personal story with customers and provide a sense of compassion and hope. Became involved in local church ministry, community organizations, chamber, civic groups, municipal activities, and youth sports of which I still officiate high school soccer and basketball. After 13 years with State, became the Director for Economic Development for the county of which I love and have a deep passion.

In closing, I lost my Dad 45 years ago, but I do believe Pop got it right 45 years ago. Lots of Love and heartfelt thanks for allowing me to share my story. God Bless!" (Submitted by Danny Thompson.)

Walt thanked Danny for sharing his personal and very touching story.

After a brief recess for lunch, the meeting resumed.

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Ruth Baker spoke about Employment Advancement Right Now (EARN) Grants. EARN Maryland is a state-funded, competitive workforce development grant program that is industry-led, regional in focus, and a proven strategy for helping businesses cultivate the skilled workforce they need to compete. It is flexible and innovative, designed to ensure that Maryland employers have the talent they need to compete and grow in an ever-changing 21st century economy.

She provided EARN updates:

- Welding Training - Graduation is Friday, September 15th. This is the 7th graduating class. These are well-paid and secure career positions that will benefit not only the individual but the entire community. The next class begins on September 25th at the Arcon Welding Services Training Center.
- Carpentry Training - Designed to prepare students with the basic skills required to enter the construction industry. The first class began last week with 13 participants. The training is being provided at Parkside High School.

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,
Dione Shaw
Operations Coordinator

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