



## **Youth Standing Committee Monthly Meeting**

January 7, 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

**Members Absent:** Tina Williams, Denean Jones-Ward, Heather Mahler

**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

Meeting was called to order at 1:00 p.m. by the Youth Program Coordinator. A quorum was not present.

### **Introductions**

#### **Proceedings:**

1. Agenda packets and resource information were available.
2. Preferred Contact and Conflict of Interest forms were distributed. All forms need to be completed, signed, and returned to the Youth Program Coordinator.
3. Round Table Discussion:
  - Information shared by Goodwill presented weekly and bi-weekly job readiness programs that helps new participants get ready for the workforce. Goodwill helps employers retain qualified employees by training job mentors to help with employed participants in their 90-day probationary period. Since transportation is a barrier for many participants, Goodwill is working with an outside agency and DART to pick up and drop off potential participants to and from work. A lengthy discussion ensued. She said that the Flagger course offered by Goodwill is also a career path that potential participants show interest. They can get certified in Delaware and Maryland. Computer and medical classes are also provided and on-site job fair information is readily available.
  - Lower Shore American Job Center rebranding and facility updates. An electronic message board has been mounted in the Welcome Center. This provides partner information to waiting participants. If anyone would like to share information regarding your business and/or any upcoming events, please contact the Youth Program Coordinator and she will forward your information to the appropriate office.
  - Public service announcement "News from Nicole" is back in production and the new name is "The Job Journal". Please contact Tracy Wainwright at [tracy.wainwright@maryland.gov](mailto:tracy.wainwright@maryland.gov) to get on the distribution list.
  - Local Care Team Program Coordinator, announced the Executive Director of the Somerset Local Management Board is no longer in the position. Applications are being accepted at this time. Please contact Jennifer Bertrand, for more information.



### **Old Business:**

Lower Shore Workforce Alliance Business Services Representative, isn't here today; he is attending the Arcon Welding Services graduation ceremony. He plans to share the upcoming Business Summit information at the next meeting. Ms. Dennis stated that she is a part of the Business Summit and it's currently in the "draft" stage. It was also announced through partnership with Arcon Welding Services and Quality Staffing Services, Wor-Wic Community College is offering a welding training program funded by the Department of Labor, Licensing and Regulation EARN Maryland grant. The welding industry is in the midst of a worker shortage. A lengthy discussion ensued. More information can be provided by the LSWA Youth Program Coordinator.

### **New Business:**

The Youth Program Coordinator summarized the current Youth Strategic Implementation Plan.

- Grace Center for Maternal Health (formerly Shirley Grace Pregnancy Center) was awarded \$75,000 and is currently recruiting participants from the tri-county area. Program and fiscal updates will be provided at the next meeting.
- LSWA seeks a consultant to provide a one to two-day case management training for current sub-grantees in the Out-of-School Youth Program. The purpose of the training will be to recommend case management best practices to the sub-grantees. Deadline is January 11<sup>th</sup>. The maximum amount available for this training is \$5,000 to begin on or around February 4, 2019. Additional details will be provided at next meeting.
- Employer Focus Groups: \$10,000; still under committee review.
- Special Events: The remaining balance is \$23,245.76. A Career Day budget has been submitted by Junior Achievement to LSWA for review. Junior Achievement is seeking budget approval for YDAC and LSWA to partner on an event to be held at the Wicomico Youth and Civic Center this March.
- Bridge Gap Discussion: Update on the \$75,000; still under committee review. Two major ideas reviewed: 1) Wicomico Evening High School Youth Employment proposal. (Lengthy Discussion) and 2) The group discussed -putting the money towards the purchase of a new AJC Mobile Unit. (Lengthy Discussion)

(Chair) would like to revisit the two mentioned ideas at the next meeting.

### **Career Day Budget Review**

Junior Achievement final budget/expenses was reviewed by the committee members and more clarification is needed: 1) Insurance and license Fee; 2) the venue rental expenses; and 3) supplies. The only three categories that LSWA will not be able to fund is staff salary and wages, travel and meetings, and IT/telephone. LSWA Director will contact DLLR for any further needed clarification on line item budget and on mandatory partnership agreement.



**Open Discussion:**

- As of December 12, 2018, the board approved new Workforce Development Board guidelines. LSWA Director stated that the board does not allow for proxy voting. Members may send a representative to the meeting in their absence but those representatives are not able to vote on items, cannot be counted towards a quorum, and will not count as the member's presence for attendance purposes.
- The Career Day draft budget will be presented to the Steering Committee on Thursday, January 17<sup>th</sup>.
- DLLR program monitoring report will be provided to the Youth Standing Committee to review.
- Upcoming agenda topics: review minute approval, revisit Bridge Gap ideas, Vendor timeline, strategic funding possibilities and youth fiscal updates.
- Upcoming Meetings:
  - Youth Standing Committee - February 4, 2019
  - Youth Standing Advisory - March 6, 2019

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,  
Ivonne Lomax  
Youth Program Coordinator