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*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, January 9, 2008 at 11:00 a.m. at Chesapeake Steakhouse in Salisbury, Maryland.

**Members present:** Nola Arnold, Derek Bland, Ted Doukas, Harry Gemmell, Patricia M. Mannion, Karen Megronigle, John Ostrander, Bonita Porter, Linda Southerland, Renee Stephens, Daniel Thompson and Doug Wilson.

**Members absent:** Benjamin Ballard, Peggy Bradford, Heidi Kelley, Robert McIntyre, Freddy Mitchell, Bruce Morrison, Diana Nolte, Dana Seiler, Jay Tawes and E.C. Townsend.

**Staff present:** Milton Morris, Workforce Director; Sharon Jones and Carole DiPietro.

Other guests included Greg Eberts, Labor Exchange Administrator, MD Department of Labor, Licensing & Regulation; and Jennifer Shahan, Director of Telamon Corporation.

The meeting was called to order at 11:20 a.m.; non-voting items were disposed of first, since there was not a quorum present at that time.\*

**Reports:**

*Financial Report:* Milton reviewed the "total LSWA" portion of the financial report; spending is generally on target for this time period. Regarding the youth programs, some are not yet fully operational; all have been monitored.

*Director's Report:* Milton gave an overview of the BRAC (base realignment and closure) concept, which included the development of a regional plan, the hiring of a coordinator for the three workforce investment areas which comprise our region, an upcoming meeting at Chesapeake College on February 5, 2008, etc. His strategy for the Lower Shore is to be involved in the process and receive our fair share of funded projects and training dollars. Discussion among Board members included a request that local businesses be kept informed – Renee Stephens will be asked to coordinate the development of a list in conjunction with local economic development directors. Regarding potential participants to serve on a committee to develop the regional plan, it was suggested that public schools, University of Maryland Eastern Shore, Salisbury University, Wor-Wic Community College, Chesapeake College, etc. should be contacted to provide input. Interest was expressed in scheduling a meeting with the recently-

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hired regional BRAC coordinator to receive more information and discuss other potential partnerships.

Milton announced that Natasha Shrieves, former youth coordinator, has resigned. A meeting will be held on Friday with staff and HR director to talk about organizational needs. Reconstituting the Youth Council and several issues regarding youth services are under discussion.

Regular monthly meetings with WIA counselors are being held and provide useful information about certification, assessment, training, etc. Meetings provide an opportunity for counselors to discuss specific issues and receive guidance regarding performance, funding, etc.

\*Since a quorum was present at this point in the meeting, agenda items requiring a vote were discussed.

On motion by Nola Arnold, seconded by Renee Stephens, the minutes of the October 10, 2007 meeting were unanimously accepted as presented.

Milton presented the issue of the current two year/\$5,000 training policy not covering certain two year certification programs and asked for approval of a modification of the policy as written and included in the packet of information. On motion by Renee Stephens, seconded by Doug Wilson, the motion passed unanimously.

Regarding the formation of a sub-committee on funding opportunities, Doug Wilson volunteered to investigate this issue further, meet with Milton and report at the next meeting.

There is still a vacancy on the Board from Wicomico County. It was the consensus of the group that efforts should be made to maintain diversity on the WIB.

*Mobile One-Stop:* Sharon Jones, program access coordinator, reviewed the report that was distributed with the packets. She also announced that we will be partnering with Wicomico Department of Social Services in an effort to alleviate the overflow of customers from their downtown office. Wicomico DSS will be utilizing the Mobile One-Stop on Fridays to go to more rural areas of the county to meet with their participants. It will begin as a three month pilot fee-for-service program.

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*One-Stop Job Market:* Greg Eberts, Labor Exchange Administrator, reviewed the One-Stop Job Market newsletter and reported that 80% of the former U.S. Marine employees have been enrolled in the Maryland Workforce Exchange database.

*LWIB/GWIB:* Derek reported that there is a very good spirit of collaboration and cooperation between the local areas and the GWIB (Governor's Workforce Investment Board).

There being no further business, the meeting adjourned at 1:20 p.m.

Respectfully submitted,

Carole DiPietro  
Office Manager

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