



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

Youth Committee Meeting

February 8, 2021

1:00 p.m. – 2:30 p.m.

Hosted via GoToMeeting Teleconference Service

Members Present: Denean Jones-Ward, Chair, Heather Mahler, Vice Chair, Jennifer Bertrand, Alicia Dennis

Absent: Michelle Bradley

Guest: Alison Cornish, Workplace Coordinator, Parkside High School Career and Technical Education

LSWA Staff: Wanda Ferguson, Youth Program Manager, Shelly Brown, Deputy Director, and Dione Shaw, Operations Coordinator.

Denean Jones-Ward, Chair, called the meeting to order at 1:00 p.m. She thanked everyone for participating in today's teleconference and proceeded with attendee introductions.

Virtual Meeting Protocol: The Youth Program Manager gave an overview of virtual meeting protocol: 1) the meeting will be recorded; 2) identify yourself when talking; 3) identify anyone who is present with you during the call; and 4) mute your line unless speaking.

Welcome: The Youth Program Manager introduced Alison Cornish, Workplace Coordinator, Parkside High School Career and Technical Education. Alison gave a synopsis of her position at the Wicomico County Board of Education.

Approval of Meeting Minutes: The Chair asked for a motion to approve the January 11, 2021, minutes. MOTION: Alicia Dennis motioned to approve the minutes as submitted. Heather Mahler seconded the motion. The motion was unanimously approved.

Youth Program Updates:

- In-School (ISY) Survey – The Youth Program Manager said that a Request for Information (RFI) Survey has been emailed to community stakeholders. Their feedback will provide valuable information to help us develop service strategies that will provide maximum impact. Some surveys have been returned and that feedback was shared with the committee.
- Program Monitoring – The Youth Program Manager reminded the committee that the virtual monitoring is scheduled for the week of February 22-26 and gave an overview of the timeline.
- Summer Youth Employment Program (SYEP) – The Deputy Workforce Director said that the Summer Youth Employment grant was written for a three-year period. Agreements are subject to extension, renewal and/or termination throughout the duration of the Agreement. Due to the pandemic, we are not sure that applicants can predict how they are going to use funding for the next three years, so LSWA will be extending the agreement for another year rather than release a new RFP this year. There are two non-WIOA funding streams: Summer Youth Connections (SYC) (via the state legislature) and Rural Maryland

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Prosperity Investment Fund (RMPIF) (via Tri-County Council). Each program creates partnerships with local businesses and non-profits to provide work experience opportunities for area youth. At this time, funding amounts are not available. Pending the notification of State funds, preparation funds are available and will be awarded to the sub-grantee(s) to prepare for 2021 SYEP activities.

Old Business

- Youth Committee – The Youth Program Manager talked about:
 1. Targeted Recruitment: The guidelines states, “The Youth Committee will consist of no less than five members and no more than 15 members.” We need to stay in compliance. With Dave Harner resigning from the committee, we are at the bare minimum of five members. A discussion ensued.
 2. Suggestions for new members: A discussion ensued. The Youth Program Manager will follow up with an action item list of who is contacting whom.
 3. Youth Committee Strategic Goals for 2021–2025: The Youth Program Manager reviewed the existing goals. A discussion ensued. The Deputy Workforce Director and the Youth Program Manager will review today’s discussion notes and will formulate the appropriate language needed for each strategic goal for approval by the committee. An additional meeting can be scheduled, if needed.

New Business

- March Advisory Committee
 1. Contact List Updates: The Deputy Workforce Director stated that based on today’s conversations, this list can be easily updated as to who is working where.
 2. Agenda items: A discussion ensued. The Committee is in agreement: 1) Introductions, 2) Brief Update on the LSWA Youth Program, 3) Guest Speaker, and 4) Roundtable Discussions.
 3. Guest Speaker(s): The Youth Program Manager said to send her, or Shelly, an email with any suggestions with guest speakers for upcoming meetings. Heather said that she has reached out to Jayme Hayes at Junior Achievement to speak at the March 4, 2021, Youth Advisory Committee meeting regarding the JA Inspire Virtual Event.

Other Business

Updates/Announcements: Each committee member gave a brief update on their agency. The Youth Program Manager gave dates and times for upcoming meetings.

Adjourn: Heather Mahler motioned to adjourn the meeting. Meeting adjourned at 2:34 p.m.

Respectfully submitted,

Dione Shaw
Operations Coordinator

Approved April 12, 2021

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