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

## **Youth Committee Meeting**

**May 10, 2021**

**1:00 p.m. – 2:30 p.m.**

**Hosted via GoToMeeting Teleconference Service**

**Members Present:** Denean Jones-Ward, Chair, Jennifer Bertrand and Alicia Dennis

**Absent:** Heather Mahler and Michelle Bradley

**Guests:** Anthony Dickerson, Executive Director, Christian Shelter and Erica Jackson, Families in Transition Case Manager, Wicomico County Board of Education

**LSWA Staff:** Shelly Brown, Deputy Director, and Dione Shaw, Operations Coordinator

Denean Jones-Ward, Chair, called the meeting to order at 1:03 p.m. A quorum was present. She thanked everyone for participating in today's teleconference and proceeded with attendee introductions.

**Virtual Meeting Protocol:** The Deputy Workforce Director 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.

**Approval of Meeting Minutes:** The Chair asked for a motion to approve the April 12, 2021, minutes. **MOTION:** Jennifer Bertrand motioned to approve the minutes as submitted. Alicia Dennis seconded the motion. The motion was unanimously approved.

The Deputy Workforce Director thanked Anthony Dickerson and Erica Jackson for participating in today's teleconference. Their appointments will be presented for approval at the June 9 Workforce Development Board meeting. Ivy Wells was not able to participate today but her appointment will be put forth as well.

### **Youth Program Updates:**

- **Youth Program Manager Vacancy** – The Deputy Workforce Director said that Human Resources has received five applications. Unfortunately, we have not chosen any of those for interviews. Since we are seeking an individual with grant management experience and a vast knowledge of computer skills, we are considering hiring a recruiter/headhunter to help find the right person to fill the position.
- **Summer Youth Employment Program (SYEP)** – The Deputy Workforce Director provided a brief overview of the LSWA Summer Youth Employment Program. Funding allocations have been received from the state for the Summer Youth Connections (SYC) and the Rural Maryland Prosperity Investment Fund (RMPiF). All three school districts have chosen to participate and they have submitted their informal request for funds.
- **Vendor Training – Grant Management** – The Deputy Workforce Director said that the Grant Management training scheduled for May 13, 2021, is postponed until mid-June.

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### **Old Business**

**Youth Strategic Goals** – The Deputy Workforce Director said that the Youth Committee Strategic Goals are intended to identify gaps in services and develop a strategy to identify, evaluate and develop collaboration with employers, education systems and community partners throughout Wicomico, Somerset and Worcester counties. The Strategic goals have been revised to reflect updates from last month’s meeting.

- **Goal #1** - Increase employer engagement with workforce development and education systems in order to increase career exploration and work-based training opportunities for at-risk Youth. The Key Objective and Key Action Strategies were discussed.
- **Goal #2** - Increase community awareness to strengthen referral systems for youth provider organizations. The Key Objective and Key Action Strategies were discussed.

Since there are no additional changes or questions, a motion is needed to approve the goals as submitted.

**MOTION:** Alicia Dennis motioned to approve the 2021-2024 Strategic Goals as submitted. Jennifer Bertrand seconded the motion. The motion was unanimously approved. The Deputy Workforce Director created an Action Items list for each Strategic Goal. The Key Youth Committee Lead takes responsibility for that Action Item; however, it does not mean you do all the work yourself. It means that you are responsible for making sure the Action Item gets done. The list will be emailed to all Committee members. Please volunteer for the Action Item that best suites you. There is no meeting in June, so we will check in by email sometime the middle of June and at the July 12 meeting, everyone can report out on his or her progress and revise the action items as needed.

### **New Business**

#### **Advisory Committee Meetings:**

- **June 3, 2021**
  - Presenter: Allison Hunter-Jacobs from Eastern Shore Crisis Response Services will be talking about their Mobile Crisis Team and the Child and Adolescent Services program.
  - Agenda Items: 2021-2024 Strategic Goals; Summer Programs and Events. A discussion ensued. The Chairman said that during the Open Discussion segment, it would be interesting to learn how organizations are handling barriers (E.g. Some organizations are open to the public and others are not, however, they are still working together. How are they effectively serving their customers?)
- **September 2, 2021**
  - Presenter: Jerrona Smith from CASA (Court Appointed Special Advocates).
  - Agenda Items: No agenda items at this time. The Committee will prepare the agenda based on feedback received from the June meeting.

**Updates/Announcements:** Each committee member gave a brief update on their agency. The Deputy Workforce Director gave dates and times for upcoming meetings.

**Adjourn:** Meeting adjourned at 2:09 p.m.

Respectfully submitted,  
Dione Shaw  
Operations Coordinator

Approved July 12, 2021

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