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

**Workforce Development Board Minutes  
Special Voting Session**

October 6, 2021

2:00 p.m.

Hosted via GoToMeeting teleconference service  
Addendum to the September 8, 2021, WDB Minutes

**Members Present:** James Brannon, Nick Caruso, Jason Cunha, Bo Duke, Paula Erdie, Michele Garigliano, Tim Howlett, Walter Maizel, Roger Martinson, Jena Paquin, Jennifer Shahan, Danny Thompson, and Francisco Vega

**Members Absent:** Ruth Baker, Mike Corbin, Joey Gardner, Denean Jones-Ward, Rebecca Maldonado, Freddy Mitchell, Tony Nichols, Whitney Palmer, Mitzi Scott, Nelson Sheppard, Pattie Tingle, and Ivy Wells

**Guest Present:** Greg Padgham, Executive Director, Tri-County Council for the Lower Eastern Shore of Maryland

**Staff Present:** Shelly Brown and Dione Shaw

The meeting was called to order at 2:06 p.m. A quorum was present.

Greg Padgham, Executive Director, Tri-County Council for the Lower Eastern Shore of Maryland, called this Special Voting Session of the Lower Shore Workforce Board. The Executive Director said that the annual revisions to the Local Strategic Plan must be ratified by the Board prior to further ratification by the Tri-County Council for the Lower Eastern Shore.

The next Tri-County Council Executive Committee is scheduled for October 20, 2021. Due to the lack of a quorum at the September 8, 2021, Workforce Development Board meeting, we would like to call for a vote from the Board, today, in order to bring this matter before the Tri-County Council Executive Committee and to meet our obligations under WIOA and state oversight bodies; those being the Governor's Workforce Development Board and the Maryland Department of Labor. In addition, we will need to call for a vote on the FY22 LSWA Budget as that was also delayed due to a lack of quorum. I will now turn the meeting over to Shelly Brown, Lower Shore Workforce Alliance Deputy Director.

**Voting Items:**

1. PY21/FY22 Budget – This information was provided in your September WDB packet and it was also attached to this meeting invite. The Deputy Workforce Director asked for a motion to approve the budget. **MOTION:** Tim Howlett moved to approve the PY21/FY22 Budget as submitted. Danny Thompson seconded motion. The motion was unanimously approved.
2. 2021-2024 Local Plan Revisions – This information was provided in your September WDB packet and it was also attached to this meeting invite. The Deputy Workforce Director asked for a motion to approve the revisions. **MOTION:** Tim Howlett moved to approve the 2021-2024 Local Plan Revisions as submitted. Paula Erdie seconded motion. The motion was unanimously approved.

The Deputy Workforce Director thanked everyone for participating in today's Special Voting Session.

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**LOWER SHORE  
WORKFORCE ALLIANCE**

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**Adjourn:** A motion was made to adjourn the meeting at 2:12 p.m.

Respectfully submitted,

Dione Shaw  
Operations Coordinator

Approved December 8, 2021

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