



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

**Youth Committee Meeting
Minutes
April 11, 2022
1:00 p.m. - 2:30 p.m.**

Members Present: Michelle Bradley, Alicia Dennis, Anthony Dickerson, Erica Jackson and Heather Mahler, Vice Chair

Members Absent: Jennifer Bertrand, Denean Jones-Ward, Heather Necessary and Angela Paris

LSWA Staff: Sherri Sigrist, Youth Program Manager and Dione Shaw, Operations Coordinator

Guest: Roger Martinson, Lower Shore Workforce Development Board Member and Angela Manos, LSWA Youth Employment Specialist

Heather Mahler, Vice Chair, called the meeting to order at 1:05 p.m. A quorum was present. She thanked everyone for participating in today's meeting 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.

Approval of Meeting Minutes: The Vice Chair asked for a motion to approve the February 14, 2022, minutes as submitted. **MOTION:** Alicia Dennis motioned to approve the amended minutes. Michelle Bradley seconded the motion. The motion was unanimously approved.

Program Updates: The Youth Program Manager continued with LSWA Updates:

1. American Job Center (AJC) Mobile Unit: La Toya Handy-Duncan, Mobile Workforce Specialist, has resumed the Mobile Unit visitations throughout the Tri-County area. The Mobile Unit has regularly scheduled locations:
 - Somerset County - Somerset Circuit Court and Somerset Social Services in Princess Anne and the Crisfield Library.
 - Worcester County Libraries – Berlin, Ocean Pines, Pocomoke and Snow Hill. The Mobile also visits Diakonia in West Ocean City.
 - Wicomico County - Hope and Life Outreach (HALO) in Salisbury.Please send an email to the Youth Program Manager if anyone has recommendations for additional locations or if anyone like to request the Mobile Unit for a special event.
2. LSWA's Business Services Department is expanding. Currently, there are two Business Services Representative positions posted on the Tri-County Website. LSWA anticipates hiring three additional positions dedicated to the Offshore Wind Industry. If anyone knows of someone interested in the Business Services positions, please reach out to Bob Hendricks, LSWA's Business Services Manager or send an email to the Youth Program Manager.
3. The WIOA Youth Program continues with its staffing expansion. LSWA has hired Angie Manos as the new Youth Engagement Specialist. Angie is an accomplished advocate, program manager, and community relations professional. She brings a wealth of experience and expertise to her

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position and has previously served locally as a Career Advancement Coordinator at Grace Center, Director and Supervisor of the Lower Shore CASA program, and as a Marketing Coordinator and Downtown Coordinator for Ocean City and Pocomoke, respectively. Angie has also held strategic federal positions as both a Community Preparedness Officer for FEMA and as a Division Chief for the Transportation Security Administration. After a career in government relations and advocacy in Washington and Philadelphia, Angie moved to the Eastern Shore of Maryland with her husband and toddler to find a better work-life balance and to find work that would be rewarding to her personally. After her daughter entered school, Angie followed her calling to work to support the vulnerable and marginalized in our communities. She both volunteered and worked in the child welfare system. Following a family sabbatical during the pandemic, she looked, again, for meaningful work in the social services arena and found the WIOA Youth Workforce Development Program. She believes her experience working with older foster care youth and young mothers provides her with a valuable perspective when working with young adults entering the workforce. The Youth Program Manager said LSWA is anticipating hiring at least one, possibly two more Youth Engagement Specialists. This position is posted on Tri-County Website. If you know of anyone who might be a good fit for this position, send an email to the Youth Program Manager.

Old Business

Youth Advisory Committee – The Youth Program Manager said Youth Committee members are always welcome to attend these meetings and for those who have attended in the past, thank you for showing support for this committee and its guest speakers. The guest speaker at the March 3, 2022, Youth Advisory Committee meeting was Amber Green, Executive Director, Fenix Youth Project. Amber shared with the committee members the origins of the Fenix Youth Project and the many innovative services and programs that the organization offers to combat youth homelessness and its many related issues.

Youth Advisory Committee Guest Speaker - The next Youth Advisory Committee meeting is a hybrid meeting and is scheduled for Thursday, June 2, 2022, and a guest speaker is needed. The Youth Program Manager suggested Jennifer Gauthier, Founder/Executive Director for Lead4Life (L4L). Lead4Life was founded in 2008 by Jennifer in an effort to reduce the number of youth and young adults entering the juvenile justice system, as well as many out-of-home placements, and the youth recidivism rate in our surrounding communities. L4L programs are developed utilizing strength-based models, trauma-informed approaches, client-centered practices, and community service initiatives. Programs include: Individual and Family Therapy, a Psychiatric Rehab Program, Mentoring Services, First Chance U which are small groups that address the development of positive social/coping/problem-solving skills. Another program is the Evening Reporting Center, which is specifically for youth ages 12-18 who are required by law to participate in an intervention program. The youth volunteer in the community and participate in groups focused on enhancing their decision-making, social, and life skills. All of these programs are available here at the Salisbury location. The Committee agreed that Jennifer Gauthier at Lead4Life would be an excellent guest speaker. **Action Item:** The Youth Program Manager will contact Jennifer regarding her availability for the Youth Advisory Committee meeting scheduled for June 2, 2022.

Strategic Goals: Review and Updates – The Youth Program Manager provided a review of Goal #1 and the Action Items for that goal.

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- **Goal #1:** Increase employer engagement with workforce development and education systems in order to increase work-based training opportunities for at-risk youth.
 - Action items:
 1. Identify in-demand industries - The Youth Program Manager provided a brief review of the top five industries on the Eastern Shore.
 2. Identify employers within each industry – Even though Employers and Businesses in the Berlin area have been identified. Employers are needed in all local areas and those industries that are in high demand. Alicia Dennis, Denean Jones-Ward and Monique Snyder have been diligently working on identifying those top industries to be highlighted and the occupations within them. The Youth Program Manager provided a brief review of the those top industries and occupations within them.
 3. Interview employers and current employees - Interview questions for Employers, Employees, and Educators have been developed and shared with the committee.
 4. Interview Educators that can provide training that leads to industry recognized credentials and career pathways - Denean Jones-Ward has reached out to her Wor-Wic colleagues inviting them to participate in this project. Four of her colleagues have accepted her invitation for interviews. Dr. Rhonda Banks, Director of CEWD Business and Industry Training Department, will speak about trades and manufacturing. Kristina Toadvine, Director of CEWD Computer Training Department, will speak about Drones, Allied Health, and Truck Driver training. Brandon Gosseline, Department Head and Instructor of RDT, and Melissa Hall, RDT Instructor will speak about Radiologic Technology.
 5. Video tours of Employers/Businesses - The Youth Program Manager provided the most current update. Monique Snyder, Regional Communications Developer, has continued to work diligently to meet with the educators and establish the groundwork for the videos. Monique is the consultant on this project and has agreed to provide the needed video equipment and her expertise with recording and editing the videos. Monique has developed a video outline that can be utilized for all of the industries/occupational areas to be interviewed. **Action Item:** The Youth Program Manager will email the draft Video Outlines for Skilled Trades and Radiologic Technology to the Committee.

The Youth Program Manager said interviewing the educators should be the starting point. The interview videos will focus on the highlighted industry and its selected occupations. The videos will run between 3-5 minutes in length, and it will utilize a conversational/relaxed format and flexibility with the interview questions. As the Educator interviews move forward, a natural progression from these interviews would be to identify students and employers to interview within the selected industries and occupational fields. Dr. Banks, Brandon, and Melissa have already expressed ideas/recommendations for employers and employees to interview. Once the employers and employees are firmly identified, the video process will begin. Jennifer Bertrand has offered her time to assist with conducting the video tours of employers/businesses.

The Youth Program Manager provided a review of Goal #2 and the Action Items for that goal.

- **Goal #2:** To increase community awareness to strengthen referral systems for youth provider organizations.
 - Action Items
 1. Solicit guest speakers through Youth Committee members and Advisory Committee –

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- The Youth Program Manager provided a recap of Advisory Committee Guest Speakers for 2021-2022 and said that she will contact Jennifer Gauthier, Founder/Executive Director for Lead4Life regarding her availability for the Youth Advisory Committee meeting scheduled for June 2, 2022.
2. Review/identify any current community audits for gaps in youth services – The Youth Program Manager said Heather Mahler has obtained the 2021 Youth-Led Town Hall Report conducted by Fenix Youth Project. Becca Webster shared the LMB needs assessment and information gathering done last year. Both the Fenix Youth Project Town Hall Report and Wicomico Partnership for Families and Children’s needs assessments echo many of the same concerns: poverty, lack of housing, lack of inclusion (especially noted in the LGBTQ community), and lack of resource knowledge. Becca also shared MDs Department of Health Youth Pandemic Behavior Survey report, which also serves to identify and close gaps in youth behaviors. The survey report is structured around 12 Main topics: 1) physical activity/well-being, 2) emotional support, 3) vehicle safety, 4) tobacco products, 5) secondhand smoke, 6) alcohol/marijuana, 7) other drugs, 8) sexual behavior, 9) home life, 10) mental health and bullying, 11) violence, and 12) COVID-19 impacts. **Action Item:** The Youth Program Manager will email the report to the Committee. Becca has suggested collaborating with the Youth Committee and LSWA to conduct a community needs assessment together. **Action Item:** LSWA will be scheduling a meeting with Becca to discuss this further.
 3. LSWA has researched area youth programs and completed the Area Youth Program Directory - The Area Youth Program Directory was emailed to the Committee on November 8, 2021.

New Business

Provided by the Youth Program Manager:

- Youth Committee Chair - Ivy Wells resigned from the Workforce Development Board due to increased work responsibilities, which in turn left the Youth Committee without a Chair. The Youth Program Manager reviewed the Guidelines with the Committee.
- New Youth Committee Members
 - At the March 9, 2022, Board meeting, the Deputy Workforce Director discussed the Chair position and the importance of a Board member stepping up and assuming this role. Roger Martinson, a current Board member, has expressed interest. Roger has joined today’s meeting as a guest. After introductions, Roger provided a brief background and shared his interest in youth and this Committee. The Youth Program Manager said if Roger decides to accept the Chair position; his nomination would go before the Steering Committee for approval and before the Board for confirmation.
 - Freddy Mitchell, Executive Director, Shore Up! Inc. has nominated Kaleel Neal, Director of The Two Generation Whole Family Approach program for membership on the Youth Committee. Kaleel has accepted and the nomination will go before the Steering Committee for approval and before the Board for confirmation.
- Youth Program Re-Organization - The Youth Program Manager said Grace Center’s contract was terminated on March 15, 2022. LSWA and Telamon have absorbed Grace Center’s caseload and there has been no interruption in participant services. Consolidation meetings have been held and 12 of Grace Center’s participants have been transferred to Telamon. A new grant contract,

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budget modification, and addendum has been created and approved for Telamon so that services can be effectively provided. LSWA has hired Angie as one of our Youth Engagement Specialist to work with the remaining former Grace Center participants and to recruit additional program participants.

- Youth Program Welcome Reception - To assist with a seamless transition, a Youth Program Welcome Reception was held on April 4, 2022. The purpose of the Welcome Reception was to introduce all participants to their new case managers and to review each participant's ISS. The Youth Program Manager said to address Grace Center's caseload and future program growth, LSWA will hire 1-2 additional Youth Engagement Specialists to provide direct case management services to enrolled participants. As of October 1, 2022, LSWA will assume all aspects of grant management and service provisions, using an MOU with service providers to ensure delivery of the WIOA Youth 14 Program Elements. This means that there will no longer be WIOA grant sub-recipients providing these services. If anyone has any suggestions regarding service providers for the 14 Elements, please let me know as we are looking for appropriate partners.
- LSWA Processes and Procedures - As announced in November, LSWA revised the Youth Procedures and Guidelines so that Niccole Oliver is the main point of contact for submission of applications, eligibility criteria, and documentation. Niccole will also be responsible for case management monitoring and ensuring that Telamon and LSWA are adhering to WIOA and MWE case management and service delivery guidelines and timelines. Staff is meeting weekly to develop and/or revise forms, policies, processes, and procedures to implement this service delivery model.

Other Business

The Youth Program Manager provided the Youth Committee meeting dates scheduled for 2022. As of May 9, 2022, meeting formats will be hybrid with both virtual and in-person options available. On the next meeting invite, please indicate whether you will be attending virtually or in-person.

The Youth Program Manager talked about the JA Inspire event held at the Wicomico Youth & Civic Center on March 29-30, 2022. Over 3500 lower shore 8th grade students from seven counties attended the hands-on, interactive career exploration event. It was fantastic! There was representation from Eastern Shore companies, colleges and universities, trade schools, and apprenticeship programs. Some pictures of the event were shared with the Committee.

Committee member's agency announcements/updates

Adjourn: Meeting adjourned at 2:02 p.m.

Respectfully submitted,

Dione Shaw
Operations Coordinator

Approved: May 9, 2022

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