Workforce Development Board Minutes

March 28, 2024
11:00 a.m. – 1:00 p.m.
Hybrid Meeting

Members Present: Ruth Baker, Sara Chapman, Dr. Tyrone Chase, Robert Duke, Paula Erdie, Jennifer Gauthier, Vicente Hernandez, Lori Lee, Cortney Monar, Claudia Nelson, Tony Nichols, Jena Paquin, Daniel Thompson, Francisco Vega, Alicia Warren

Members Absent: Ambere' Eskridge, David Galeone, Walter Maizel, Roger Martinson, Whitney Palmer, Anthony Ward Jr.

Staff Present: Leslie Porter-Cabell, Bob Hendricks, Johanna Allen, Bonnie Nay, Julie Allen, Thomas Saito-Sherris, Jeffery Helvig, Justin Owens

Guests: Denean Jones-Ward, Director of CEWD Transportation, Adult and Community Development Program Administrator for Wicomico Adult Education and Family Literacy Services

Welcome and Rollcall - Tony Nichols, WDB Chairman, called the meeting to order at 12:04 p.m. He thanked everyone for participating in today's hybrid meeting. The Workforce Director continued with a roll call. A quorum was present.

The WDB Chairman asked for a motion to pass the consent agenda – **Motion:** Daniel Thompson moved to pass the consent agenda. Ruth Baker seconded the motion. The motion was unanimously approved.

Youth Program Policy Revisions

The information was provided in the meeting packet and the Workforce Director explained the changes in greater detail.

The WDB Chairman asked for a motion to accept Youth policy revisions as outlined in the manual - Motion: Daniel Thompson gave a motion. Claudia Nelson seconded the motion. The motion was unanimously approved.

The Workforce Director welcomed new members to the Board:

- Sara Chapman, Eastern Shore Lanes - representing Worcester County
- Dr. Tyrone Chase, ShoreUp!, Inc. - At-Large representing Workforce
- Cortney Monar, Somerset County Public Schools - At-Large representing Adult Education
- Vicente Hernandez, Together Café - representing Wicomico County
- Jennifer Gauthier, Lead4Life, Inc. - At-Large representing Workforce

Workforce Development Board

- Membership – The Workforce Director gave an update on the current board membership.
    - Somerset County still has three vacancies that need to be filled. Some discussion occurred about who is eligible to be on the board and how to attract business owners.
- Call for nominations – Steering Committee:

- A call for nominations was put out for the Vice Chair and Lori Lee was nominated.
  Motion to elect Lori Lee as Vice Chair – Motion: Daniel Thomson moved to put Lori Lee in as Vice Chair. Dr. Chase seconded the motion. The motion was unanimously approved.
- Robert Duke's term on the Steering Committee ended and he has agreed to serve another term representing Business.
  Motion to have Robert "Bo" Duke for another term representing Business – Motion: Dr. Chase moved to put Robert Duke in for another term. Ruth Baker seconded the motion. The motion was unanimously approved.
- There is one vacancy on the Steering Committee representing Public. The floor was opened for nominations. Claudia Nelson volunteered.
  Motion to put Claudia Nelson on the Steering Committee representing Public – Motion: Daniel Thompson. Lori Lee seconded the motion. The motion was unanimously approved.

Finance Update

- WIOA – The WIOA budget and expenditures are on target, and performance is on point.
- ARPA 1 – There are five awardees for ARPA 1. All funds have been obligated, and funding ends in 2026. The five awardees are: MAC, Inc. - Senior Community Health Worker Certification, Wor- Wic Community College – Skilled trades, Tidal Health – CNA nursing training certifications, Vehicles for Change – automotive technical training, and Wor-Wic Computer Lab.
- ARPA 2 will be primarily focused on administration of ARPA 2. ARPA 2 funds will also facilitate the continuation of the OJT programs such as Wor-Wic Skilled Trades and MAC, and training classes such as the Forklift Class.
- Blueprint for Education – LSWA has hired Thomas Saito-Sherris as a Career Coach Liaison and has been working to establish a relationship with the county school districts to help develop a career path for students who are not going to college after high school.
- Maryland Works for Wind – Orsted has suspended their Skipjack offshore wind project for financial reasons. However, US Wind is moving their project forward so LSWA is still working on training a workforce on the lower shore for those jobs. Many of the skills needed are transferable to other industries so the need is still in the area.
- The Local Plan was updated and approved and can be viewed on lswa.org
- State Plan – The state plan this time is a bit different. The plan has been expanded to include the different regions in the state and each Workforce Area was asked to provide input. This is waiting for approval by the Governor.

"Workforce Opportunities" – PowerPoint

The Workforce Director showed a PowerPoint showcasing some of the things that LSWA is doing.

LSWA in the News

LSWA has been featured in the news twice in the last month. The videos of both times were shown to the board. They can be found here:
https://www.wmdt.com/2024/03/6th-annual-ja-inspire-returns-connects-maryland-students-with-various-career-paths/
https://www.wmdt.com/2024/03/somerset-county-opening-doors-for-students/

Sara Chapman gave a brief overview of the workforce and housing developments that are being worked on in Pocomoke City.

Adjourn: A motion was made to adjourn the meeting at 1:02 p.m.

Respectfully submitted,

Johanna Allen
Administrative Specialist

Approved: June 12, 2024