LOWER SHORE
WORKFORCE ALLIANCE

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

Steering Committee Meeting Minutes

December 9, 2024
2:00 pm – 3:30 pm
Hosted via Zoom teleconference service

Members Present: Tony Nichols, Lori Lee, Claudia Nelson, Robert Duke

Members Absent: Paula Erdie

Staff Present: Leslie Porter-Cabell, David Remick, Johanna Allen

Tony Nichols called the meeting to order at 2:04 pm. A quorum was present.

Approval of the February 28, 2024 minutes – Motion: Robert Duke moved to approve the minutes. Lori Lee seconded the motion. The motion carried.
Approval of the June 5, 2024 minutes – Motion: Lori Lee moved to approve the minutes. Claudia Nelson seconded the motion. The motion carried.

Director's Comments:
Things are going well. Maryland Department of Labor (MD DOL) has been training the staff on some of the processes that have changed over the years. There's a new grant called Road to Careers that's a collaboration between MD DOL and US Department of Transportation that looks like a good opportunity to pursue.

Financials:
FY 24 Budgets:

- WIOA – We are on point with the training and the funding. WIOA as a whole is going through a reauthorization. We are prepared for the possibility that we might lose some funding.
- ARPA 1 & 2 – MOU's still going till 2026.
  Vehicles for Change will fully expend soon, but the other four MOU's will continue through the end of 2026
- Maryland Works for Wind – .There is some politics around the Offshore Wind initiative that is slowing things down, however the funding we received from MD DOL was for training so it is being used for training in things like welding, metal fab, pipefitters, and other types of occupations that can be utilized in multiple industries including Offshore Wind.

- Maryland Blueprint for Education – Year 2 is in full swing. The Career Coach Liaison is working with the Career Coaches in the three counties. Last year started so late and things like performance measures and benchmarks weren't in place yet so this year is off to a better start.

WIOA Policy Revisions:
The LSWA Supportive Services policy covered all WIOA programs but there is a difference in the allowed expenses for the Adult/Dislocated and Youth/Young Adult programs. LSWA would like to create two policies, one for the Adult/Dislocated Program and one for the Youth/Young Adult Program, that will spell out what is allowed for each program and the total amount allowable.
Some questions were raised regarding the differences in allowable expenses between the two programs, specifically if the total amount for the Adult/Dislocated program could be raised. The Workforce Director will investigate if this possible and report back at the next meeting.

Board Business:
It is still a challenge to fill vacancies in Somerset County. Leslie would like to meet with some business owners one-on-one to try and get more involvement on Somerset County. Claudia Nelson will reach out to some of her contacts to see if she can help find someone.
Worcester County has two vacancies, however two candidates have been recruited and we are just waiting on Worcester County to appoint them.
The Steering Committee continues to have vacancies. No one has been nominated.
The Board Chair position is up for reelection. Tony Nichols expressed his desire to step down from this role and pass it on to someone else.

Adjourn: Adjourned at 2:30 p.m.

Respectfully submitted,

Johanna Allen
Administrative Specialist

Approved February 26, 2025