LOWER SHORE
WORKFORCE ALLIANCE

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

Steering Committee Meeting Minutes

February 28, 2024
3:00 pm – 4:30 pm
Hosted via Zoom teleconference service

Members Present: Tony Nichols, Paula Erdie, Robert Duke

Members Absent: Whitney Palmer and Walter Maizel

Staff Present: Leslie Porter-Cabell and Johanna Allen

Leslie Porter-Cabell called the meeting to order at 3:20 pm. A quorum was present.

Board Updates:

- Lori Lee has been nominated for Vice Chair.
- Robert Duke is willing to serve another term on the Steering Committee.
- Vicente Hernandez is almost on the board.
- Sara Chapman from Eastern Shore Lanes in Pokomoke City was appointed to the board by the Worcester County Commissioners
- Somerset County still has three vacant seats.
- Jennifer Gauthier from Lead4Life, Inc. will be joining the board as an At-Large member.

Approval of the June 8 and November 29 minutes. – Motion: Paula Erdie moved to approve the minutes. Robert Duke seconded the motion. The motion passed.

Youth Policy Revisions:
The Youth Policy currently states that LSWA will follow up with participants for a year. The problem that has been encountered is that participants stop responding once they have received all the funding that they are entitled to. This makes it look like the follow up isn't happening when it should be and this reflects negatively on our metrics. LSWA would like to change the policy to allow participants to opt out of the follow up using a form that has been drafted. This policy change needs to be approved by the Board.

LSWA Updates:
In March, LSWA will be participating in the JA Inspire event, bringing the Mobile Unit and the Transfr VR headsets.
The planned field trip with Somerset County in January had to be rescheduled and will happen in March as well. The Somerset High school students will get to utilize the Transfr VR headsets to explore different careers as well as get some soft skills training, mock interviews and the chance to talk to some industry experts.
We are seeing more people looking for training and employment than last year so numbers are up and looking good.

The March Board meeting will be held at Wor-Wic Community College. The Workforce Director would like the board to see the new technical building they have that allows students to be trained in person and through simulations.

Paula Erdie had questions about the Youth Policy and there was some discussion about other solutions that might help our metrics.
Motion to accept the language suggested for the Youth Program update – Motion: Paula Erdie. Robert Duck seconded the motion. The motion passed.

Adjourn: Adjourned at 3:35 p.m.

Respectfully submitted,

Johanna Allen
Administrative Specialist

Approved December 9, 2024

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