

**Program Committee Meeting Minutes  
May 2024**

**Program Committee Monthly Meeting**

**Monday – May 20, 2024**

**1:00 PM – 2:00 PM**

**I. Call to Order at 1:03 PM**

**II. Introductions of Committee Members**

**III. Debrief of Meeting with Sarah Morton**

Meeting notes were shared with group through Google documents link

**a. Align with Strategic Plan as a committee.**

- Organizational Excellence, Antwon Brinson
- Worker Outreach, Kenny Allison
- Employer Engagement, Laura Duckworth
- Community Partnership, John Baldino
- Focused Workforce Development Initiatives, Eric Robertson

**b. Action Plan for Next Steps**

- Discussed connecting training providers and employers to each other through networking
- Discussed having programs start in middle school.
- Each committee member has selected a goal from the strategic plan to focus on
- Stephanie will be creating a Teams group chat for the committee to communicate outside of the monthly meetings.

**III. Comments**

**IV. Adjournment at 1:54 PM**

Committee Members: (green is in attendance and red is absent)

John Baldino (Chair)

Antwon Brinson

Kenny Allison

Laura Duckworth

Eric Robertson

Board Staff: Stephanie McNamara and McKenzie Smith

