

RESOLUTION NO. 2961


BE IT RESOLVED, by the City of Salisbury, Maryland that the following individual is appointed to the Youth Development Advisory Committee for the term ending as indicated.


Name
Teresa Thaxton

Term Ending
July 2022

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on July 8, 2019.

ATTEST:


Kimberly R. Nichols
CITY CLERK


John R. Heath
PRESIDENT, City Council

APPROVED BY ME THIS

9th day of JULY 2019.


Jacob R. Day
MAYOR, City of Salisbury



MEMORANDUM

To: Julia Glanz, City Administrator
From: Laura Baasland, Administrative Office Associate
Subject: Appointment to the Youth Development Advisory Committee
Date: July 3, 2019

Mayor Day would like to appoint the following person to the Youth Development Advisory Committee for the term ending as indicated.

<u>Name</u>	<u>Term Ending</u>
Teresa Thaxton	July 2022

Attached you will find information from Teresa Thaxton and the resolution necessary for her appointment. Please forward this information to the City Council so it may be placed on their agenda at the next Council meeting. Please let me know if you have any questions.

Attachment

cc: Mayor Day



Lower Shore Enterprises
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www.lseworks.org



May 30, 2019

To: Mayor Jake Day

From: Teresa L. Thaxton

Case Manager, Community Inclusion Program Coordinator

Re: Letter of intent to join YDAC

My name is Teresa Thaxton, I am writing you today to submit my resume for consideration to become a member of the Youth Development Advisory Committee. As a Program Coordinator and Case Manager at a local nonprofit as well as, a former Instructional Assistant at James M. Bennett in the self-enclosed classroom my experienced gained will be something that I will bring to the Committee.

I have worked in the field of disabilities for over 26 years. I am currently a Community Inclusion Program Coordinator. In this position I network and reach out to agencies and organizations within the community to form partnerships for volunteer and internship experiences. Many of the individuals that I work with are transitioning youth that have recently received a certificate of completion from high school. I am also a member of the Community of Practice for supporting families. This involves meeting with other professionals to help develop a plan that will help make the transitioning process smoother for the students, based on the recent changes with DDA.

I also served as a Family Leader with Wicomico Partnership under the direction of Lisa Campbell. While volunteering in this position I assisted with family leadership training using the Active Parenting curriculum.

I am hopeful that my experience would greatly benefit this organization.

Thank you for your time and consideration.

Teresa Thaxton

Professional working in the field of Mental Health and Developmental Disabilities with 20+ years of experience. Looking to continue gaining further experience in the disability field.

Salisbury, MD 21801

thaxtonteresa@gmail.com

(443) 497-8461 cell

Commitment and passion are two traits that I have developed through the years. They are traits that push me to advocate and support those with varying special needs. As a program coordinator /case manager I've faced many unique challenges that have allowed me to gain knowledge in the best ways to handle unique situations.

Work Experience

Case Manager/Community Inclusion Program Coordinator

Lower Shore Enterprises, Inc. - Salisbury, MD

June 2015 to Present

Responsibilities

Manage vocational services for individuals with disabilities. Identify goals for improvement, focusing on physical, emotional, and vocational functioning. Provide appropriate interventions to support improvement of functioning and independence, including needed support services. Assist with making needed appointments. (medical, DSS, court, etc.) I also run a Community Inclusion Program, of over 80 individuals. I match individuals using strengths and interest to agencies in the community for volunteering opportunities. I also help provide community exploration through trips and outings in the local community with my consumers. Helping to foster an interest in the community around them that will aid in future employment efforts.

Instructional Assistant

Wicomico County Board of Education - Salisbury, MD

August 2014 to June 2015

Responsibilities

I worked with special education students, with intellectual and emotional disabilities. I followed the behavior plans and individual educational plans, for these students. I document the progress daily of each student in this program. I also co-teach with the teachers offer instruction in English and History. I also assist in note taking and reading reinforcements. I also redirect negative behaviors in according to the Behavior Intervention Plans.

Accomplishments

I have helped many students become more organized and have seen several students bring their grades up to averages that are passing.

Skills Used

Organization, note taking, creating and updating files, time management, behavior modification, conflict resolution, teaching, assisting students and teaching

Receptionist / Office Assistant

Lakeside Assisted Living at Mallard Landing - Salisbury, MD
June 2013 to September 2014

Providing customer service while assisting with Office responsibilities, using various computer programs; microsoft word, publisher, Outlook, excel, intranet, filing, documents, shredding, faxing, photocopying, using postage meter, mailing and distributing mail and other office duties as delegated, answering phones routing calls and using lifeline systems. working with residents and families on a daily basis.

Behavioral Principles and Strategies Instructor

Bay Shore Services, Inc. - Salisbury, MD
October 2010 to February 2012

Responsibilities

I taught the approved curriculum for management of disruptive behaviors as developed through DDA. The focus is to prevent as well as, the delivery of safe and effective behavioral interventions in situations involving difficult or challenging behaviors

Program Coordinator

Bay Shore Services Inc - Salisbury, MD
2009 to February 2012

Provide therapeutic interventions services to children, adolescents, and adults using individual, family and group treatment. Knowledge of service funding plans. Managing services and expenses to conform to budgetary restrictions and IP goals. These individuals receive financial backing and mentoring services to enable them to live independently within their community. This position also provides case management services, such as, staffing, coordination of appointments, and housing within the community also providing training on life skill management, as well as, Day Program Services. Ensuring all IP goals ,health objectives, money management and budgeting, as well as, compliance with nursing, behavioral and psychiatric care as part of case management. I have excellent computer experience, accurate knowledge of Word, Excel, Microsoft Word, filing systems, multi telephone lines, copy machines, faxing, mass mailing, mail merging. This position also includes scheduling, and observing nursing regulations along with properly administration of medication.

Leisure Activity Program Coordinator

Bay Shore Services Inc
2006 to 2009

Provide coordination of activities for individuals in residential placement, as well as, individuals within the community in a structured environment. This position works with other agencies and resource coordinators to find the least restrictive social and recreational outlet for individuals with special needs. Duties for this position include maintaining a budget, soliciting for donations and writing specific proposals to bring money into this program for activities. This position also works hand in hand with other agencies to full fill specific portions of Individual Plans as approved through DDA.

Residential Assistant

Epilepsy Association of the Eastern Shore
2004 to 2006

This position requires the ability to manage a residential home over the course of the weekend and also filling in when House Manager is not available. This position provides supervision to

staff, administering and ordering medication, and providing daily living skills to individuals with developmental, physical and medical limitations in a structured environment.

Education

B.A. in Psychology

Ashford University - Clinton, IA
2015 to 2020

Wor-Wic Community College
1990 to 1992

Diploma

Wicomico Senior High School
1988 to 1992

Skills

certified med tech, cpr, first aide, certified BPS instructor all current DDA related trainings