

# CCWI BOARD OF DIRECTORS' MEETING

Friday, May 20, 2016  
CCWI Administrative Office

____ Commissioner Stephen Gorden Cumberland County	____ Commissioner Sallie Chandler York County	____ Commissioner Betty Johnson Waldo County
____ Commissioner Mary Trescot Lincoln County	____ Commissioner Rick Parent Knox County	____ Commissioner Charles Crosby III Sagadahoc County
____ CCWB Chair Lydia Sy	____ CCWB Vice Chair Denise Griffin SPHR, SCP	____ Youth Standing Committee Chair Michelle Love, SPHR, CEBS
____ Past CCWB Bob Schmidt	____ Executive Director Michael Bourret	____ Deputy Director Antoinette Mancusi
____ Executive Assistant Valerie Odams	____ Guest Arnold Chandler	

## AGENDA

I. **Welcome / Call to Order** – Review / Revise Agenda Time: \_\_\_\_\_

II. **Review / Approve Draft Minutes** -  
Consideration of Action to Approve the Draft Minutes of January 15<sup>th</sup>, 2016

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

III. **CCWI Administrative Financial Report**

(a) Consideration of Action to Review and File the Financial Report Dated March 31, 2016

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

(b) Consideration of Action to Approve 2016-2017 Administrative Budget

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

(c) Consideration of Action to Approve the Transfer of PY15 Dislocated Worker Funds to Adult Program

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

IV. **CCWB Board Membership Update** –

- (a) Claudia Raessler, Saco River Dyehouse
- (b) Russell A Chaput, Pratt & Whitney

Consideration of Action to Approve the addition of the presented nominees to the Workforce Board

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

(c) **One Stop Operator Modification** –

**MOTION TO MODIFY THE ONE-STOP OPERATOR DESIGNATION**

Pursuant to the Workforce Innovation & Opportunity Act (WIOA) \*Section 107 (d) (10) A i, the Area 4 Chief Elected Officials (CEO) hereby concur with the Coastal Counties Workforce Board and ratify the modification the designation of the consortium of partners of the Area 4 One-Stop Operator (OSO) to include Maine Adult Education.

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

(d) **Executive Director’s Report** – *Michael Bourret, CCWI Executive Director*

- a) Proposed Local Area Designation Letter
- b) Nomination (Change in Process- By-Laws)
- c) Status of Regional Plan
- d) Update on Financial Monitoring
- e) Commissioner’s Quorum (Antoinette)

IX. **Executive Session** – Personnel Matter

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

X. **Adjourn**

Time: \_\_\_\_\_

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

**Upcoming CEO Meeting Dates for 2016**

*Friday Mornings, 8:45 a.m. to 11:00 a.m., at CCWI,  
14 Maine Street, Suite 203A, Brunswick  
(except where indicated)*

**CCWI Annual Meeting/Brunch**  
Friday, June 10, 2016 10am – 1pm  
Hilton Garden Inn, Freeport

- July 15, 2016
- September 16, 2016
- November 18, 2016