COASTAL COUNTIES WORKFORCE, INC.
Your partner in business development and economic prosperity...

COASTAL COUNTIES WORKFORCE BOARD

September 14, 2017
9:00 a.m. – 11:45 a.m.
MRRA Community Room, Brunswick Landing

AGENDA

9:00 a.m.

I. **Welcome and Introductions**
Lydia Sy, CCWB Chair
- **Welcome & Introductions**
- **Introduce Membership Development Committee**
- **Consideration of Action to Approve the Draft Minutes of 6/9/17 – Board Vote**

II. **Business Spotlight - Pen Bay Medical Center**
Erika Stone, Human Resource Manager

III. **Youth Standing Committee Report**
Denise Griffin, CCWB Vice Chair
Adrian Cohen, Youth Program Manager, WFS

IV. **TechHire Update**
Joy Gould, CCWI Project Manager
Ryan Anderson, Workforce Solutions Manager
Jason Judd, Educate Maine Program Director

V. **Workforce Solutions Delivery Update**
David Wurm, Workforce Solutions, Director
Ryan Anderson, Workforce Solutions Manager

VI. **Adult Ed Workgroup Update**
Linda Winton, Adult Ed Director, Bonny Eagle

VII. **Executive Director's Report**
Michael Bourret, Executive Director, CCWI
- **FY18 WIOA Budget/Grants**
- **Governor's Designation Request**
- **In State Allocation**

10:30 a.m. Networking Break…

VIII. New or Revised Policies – Board Vote
Denise Griffin, CCWB Vice Chair
Antoinette Mancusi, CCWI Deputy Director
- *Youth Policy*
- *Incumbent Worker Policy*

IX. Regional Plan Goals Update
Antoinette Mancusi, Deputy Director, CCWI
Joy Gould, Project Manager, CCWI

11:45 a.m. Adjourn

This meeting is being sponsored by the generosity of:

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Manpower

PeoplesChoice CREDIT UNION
Have you *unbanked* today?

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Next Workforce Board Meetings:

MRRA Community Room, 8 Venture Ave, Brunswick
9:00 a.m. to 11:45 a.m.

Thursday, December 14, 2017

Thursday, March 8, 2018

CCWB / CCWI Annual Meeting
10:00 a.m. to 1:00 p.m.
Hilton Garden Inn, Freeport
June 8, 2018

PY17 MEETING DATES

CCWI Board of Directors (CEO)
Bi-Monthly
CCWI Conference Room – 8:45-11:00am

July 21, 2017

September 29, 2017

November 17, 2017

January 19, 2018

March 16, 2018

May 18, 2018

FRIDAY JUNE 8, 2018
9:00 a.m. to 12:00 noon
**** CCWI ANNUAL MEETING ****
HILTON GARDEN INN, FREEPORT

PY17 MEETING DATES

Coastal Counties Workforce Board
Quarterly
MRRA Community Room
Brunswick Landing
8 Venture Ave, Brunswick ME
9:00-11:45am

September 14, 2017

December 14, 2017

March 8, 2018

FRIDAY JUNE 8, 2018
9:00 a.m. to 12:00 noon
**** CCWI ANNUAL MEETING ****
HILTON GARDEN INN, FREEPORT

Coastal Counties Workforce, Inc.

GRANT FINANCIAL STATEMENTS

thru period ending 06/30/17

GRANT PROGRAM	END DATE	CONTRACT	CUMULATIVE	BALANCE
WIA PY15 - ADULT	6/30/2017	$ 964,379.00	$ 964,379.00	$ -
WIA PY15 - YOUTH	6/30/2017	$ 1,045,609.00	$ 1,045,609.00	$ -
WIA PY15 - DISLOCATED WORKERS	6/30/2017	$ 911,419.00	$ 911,419.00	$ -
WIA PY16 - ADULT	6/30/2018	$ 868,368.00	$ 637,998.81	$ 230,369.19
WIA PY16 - YOUTH	6/30/2018	$ 958,022.00	$ 306,242.42	$ 651,779.58
WIA PY16 - DISLOCATED WORKERS	6/30/2018	$ 725,471.00	$ 241,236.31	$ 484,234.69
JD-NEG	9/30/2016	$ 943,435.00	$ 872,561.28	$ 70,873.72
DEI	1/31/2017	$ 50,000.00	$ 50,000.00	$ -
SP-NEG	6/30/2017	$ 857,825.00	$ 357,438.34	$ 500,386.66
TOPS (H1B) GRANT	11/30/2015	$ 4,999,858.00	$ 4,999,858.00	$ -
PREP	6/14/2017	$ 499,941.00	$ 356,601.41	$ 143,339.59
TECH HIRE	6/30/2020	$ 4,000,000.00	$ 329,116.50	$ 3,670,883.50
TOTAL		**$ 16,824,327.00**	**$ 11,072,460.07**	**$ 5,751,866.93**

PLEASE NOTE: NOT ALL REMAINING BALANCES ARE AVAILABLE FOR USE SINCE CERTAIN PROJECTS ARE UNPREDICTABLE AT TIME OF AWARD.

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WORKFORCE SOLUTIONS
Quarterly Report to the Coastal Counties Workforce Board (CCWB)
SEPTEMBER 1, 2017

Program/Grant:	Youth Standing Committee
Submitted By:	Adrian Cohen, Youth Program Manager

Workforce Solutions Updates

Portland/Brunswick:

- Portland Youth Staff have noticed an increase in referrals of homeless youth from teen shelters in the area, including Opportunity Alliance's MaineStay Housing and the Preble Street Teen Center.
- A local partnership with Vocational Rehabilitation (VR) is in place as WIOA Youth Staff are working in tandem with VR staff to fund trainings and collaboratively serve clients with disabilities.
- The Portland-based Youth Employment Counselor established a new worksite in rural Cumberland County: Two Trails Garage, in Standish.

Biddeford

- Adult Education schools in York County, specifically Sanford Adult Education and Noble Adult Education, have referred many youth to WFS programs in the past quarter. The quality of these referrals speaks to the good partnership between the organizations and understanding of their respective services.
- York County WFS Youth Staff are establishing collaborative relationships with community service providers York County Community Action and Maine Families to further service integration and resource sharing.

Rockland/Belfast

- Youth staff members in the Rockland and Belfast offices have noticed an increase in the number of transgender youth and homeless youth who are accessing WIOA services.
- WFS staff is serving on a committee with Waldo Community Action Partners to conduct an assessment of community needs and existing services.
- New sites for youth Work Experiences include Lake St. George State Park and Moose Point State Park, who are hosting youth in their maintenance departments. The Penobscot Marine Museum in Searsport is also a new worksite this summer.

Success Story #1:

Joanna came to Workforce Solutions as a Certified Nursing Assistant who wanted help advancing along the healthcare career pathway. With the help and guidance of WFS staff, she enrolled in Medical Assisting training and also started an office-based paid Work Experience to strengthen her administrative skillset. She recently obtained a job working in a nursing home, and will work there while she is still working to finish her Medical Assisting training. She will complete that in November, when WFS will help her apply for MA jobs.

Success Story #2:

Sarah was referred to Workforce Solutions from the Southern Midcoast Career Center in Brunswick. WFS connected her with a training opportunity at Bath Adult Education based on her goal of becoming a Certified Clinical Medical Assistant (CCMA). Sarah's Employment Counselor at WFS helped her obtain field experience through an externship at U.S. Healthworks. Recently she successfully completed her CCMA training and already has a number of job offers to chose from.

TechHire Maine

COASTAL COUNTIES WORKFORCE, INC.
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Overview

- Statewide (across three workforce boards)
- 4 year grant cycle: July 2016 – June 2020
- $4,000,000
- 500 total participants
  - 375 (75% of the total enrollment goal) youth and young adults with barriers to training and employment (ages 17-29)
  - 125 other (25% of the total enrollment goal) may be unemployed and underemployed adult and dislocated workers who can benefit from the services offered; incumbent workers, particularly front-line, lower-skilled, and lower-wage workers who need training to upgrade their skills

Grant Objectives

- Recruit, assess, train and place individuals in well-paying, middle- and high-skilled occupations in Maine's IT industry;
- Replicate and expand competency-based curriculum and accelerated education and training delivery models statewide;
- Education and training activities will be customized based on an in-depth assessment of participants' employment goals, skills, work experience, and IT competency
- May include:
  - intensive IT career coaching
  - paid internships
  - work experience and/or on-the-job training
  - targeted occupational training and/or or contextualized classroom training
  - short-term, intensive IT boot-camp or other credential

Target Performance Measures

Outcome Measure	Total
Total Participants Served	500
Target Youth Population	375
Target "Other" Population	125
Total Participants Enrolled in Education/Training Activities	450
Total Participants Completing Education/Training Activities	405
Total Number of Unemployed Participants who Obtain Employment	248
Total Number of Incumbent Worker Participants that Advanced into a New Position	35
Median Earning	$18.88

Workforce Board Partners

Coastal Counties Workforce, Inc. (Grant Recipient: Oversight and Administration)	- 250 participants
Central Western Maine WDB	- 125 participants
Northeastern WDB	- 125 participants

Grant Partners

- CCWI – Lead
- Educate Maine – Project>Login
- Workforce Solutions
- Maine Adult Education
- Central Western Maine WIB
- Northeastern Workforce Development Board
- University of New England

Contractors

- IT Career Coach – Educate Maine
  - Coaching will consist of consultation sessions and ongoing communication with TechHire staff. The IT Career Coach will provide guidance on specific career paths for participants, review resumes/other materials to help inform participant strategy, and be on-call for staff who need technical expertise.
- IT Boot Camp –University of New England
  - Competency-based training
  - 8 – 16 weeks long sessions
  - Intensive, project-based
  - Replicable throughout the three workforce regions

Workforce Solutions' Role

Program Coordinator

- Liaison between partners
- Coordinates and monitors expenditures
- Ensures accurate data collection

Regional Program Navigator

- Provides career guidance
- OJT Development

Program Manager

- Supervises project staff
- Provides project oversight and grant performance monitoring

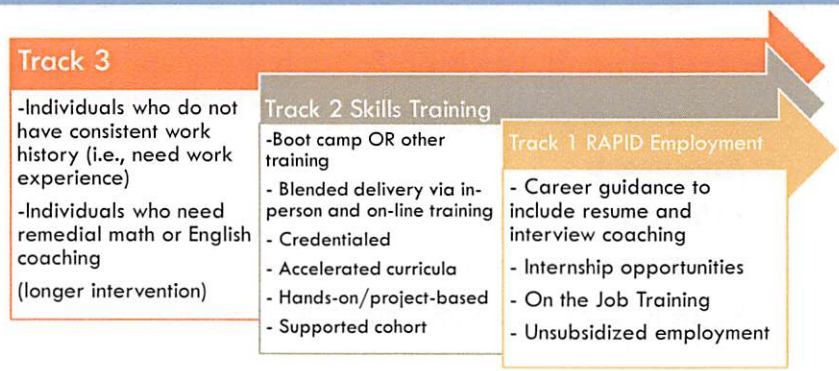
Maine Adult Education

Greater Portland, Lewiston & Bangor

- Outreach and recruitment
- Assessments
- Referrals
- Readiness skill development
- Possible training partner through ITA's

TechHire Client Flow

TechHire Maine Training Model



Educate Maine

Project>Login

Ed Cervone – Executive Director, Educate Maine
Jason Judd – Program Director, Project>Login

TechHire Maine = 2 TechHire Ambassadors
- employer relations
- employer recruitment
- liaison between training programs and employers
- outreach to participants

Founding Statewide Employer Partners

- Tyler Technologies
- MaineHealth
- Axiom Technologies
- The Jackson Laboratory
- IDEXX Laboratories, Inc.
- Maine Office of Information Technology
- CGI (Formerly Collaborative Consulting)
- WEX, Inc.
- Kepware (PTC Inc.)
- University of Maine System

Additional Employer Partners (CCWI Region)

- CashStar
- Athena Health
- Dream Local Digital
- LL Bean
- TPX Communications (Formerly DSCI)
- Bangor Savings Bank
- Plixer
- WinXnet
- Vets First Choice
- Systems Engineering
- Union Farm Equipment
- Sierra Communications
- Eastern Maine Healthcare Systems

What does it mean to be a TechHire Employer?

- Philosophy
- Hiring Based on Skills
- Formal commitment of support (in writing)
- Continuous Engagement with Partners
  - Review of curricula, key skills, credentials, etc.
- Leverage of Employer Paid Internships
- Commitment to interview and/or hire successful TechHire participants

Employer Recruitment Strategies

- TechHire (U.S. Department of Labor Grant)
- Engagement in Events, Connection to Candidates, and part of Greater Ecosystem
- Work Experience, Internships, OJTs, Incumbent Worker Training, Direct Hires
- Diversity, Equity, and Inclusion Support
- Continuous Engagement throughout Grant

Participant Stories

Coastal Counties Workforce, Inc.

How can YOU get involved?

- Candidate outreach
- Employer outreach
- For More Info:
  - Sarah O'Connell, CCWI
- Questions?

Coastal Counties Workforce, Inc. 9/14/17

COASTAL COUNTIES WORKFORCE, INC.
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Coastal Counties Workforce Board Report
TechHire Grant
September 14, 2017

Summary of TechHire Grant

- Four-year, **$4 million H-1B Job Training Grant** awarded to CCWI in July 2016.
- Primary partners include: Coastal Counties Workforce, Inc.; Central Western Maine Workforce Development Board; Northeastern Workforce Development Board; Educate Maine (Project>Login); Office of Adult Education; University of New England
- The grant aims to recruit, assess, train, and place individuals in well-paying, middle- and high- skilled occupations in Maine's Information Technology (IT) industry. TechHire provides an opportunity to replicate and expand competency-based curriculum and accelerated education and training delivery models statewide.
- Education and training activities will be customized based on in-depth assessment of participants' employment goals, skills, work experience, and IT competency and may include: intensive IT career coaching; paid internships; on-the-job training; targeted occupational training; short-term, intensive IT bootcamp; work experience; or contextualized classroom training.
- Enrollment Tracks:

Track 1	Track 2	Track 3
- Individuals who do not have consistent work history (i.e., need work experience) - Individuals who need remedial math or English coaching	- Training/Boot Camp - Credentialed learning	- Career guidance to include resume and interview coaching - Internship opportunities - OJT - Unsubsidized employment

- Populations served: 75% youth and young adults; 25% incumbent, unemployed and dislocated workers
- Employer partners: Axiom Technologies; Tyler Technologies; MaineHealth; The Jackson Laboratory; IDEXX Laboratories; Maine Office of Information Technology; Collaborative Consulting; WEX; Kepware; and, University of Maine System, Office of Information Technology.

Update on TechHire Grant Activities on Back

Activity	Status	Start Date	Projected Completion Date	Actual Completion Date
Convene Grant Management Team	TechHire management partners meet one day each month (i.e., the first Friday of each month) to discuss overall operations and supervision of the program. This practice has proven beneficial in communicating expectations and problem solving.	November 4, 2016	On-going each month as necessary	n/a
Procure IT Career Coach and Bootcamp	CCWI has completed the procurement of the IT Bootcamp vendor, University of New England. Effective as of March 15, 2017, CCWI awarded the Career Coach RFP contract to the TechHire grant partner, Educate Maine, in order to train case management staff in the nuances of the IT industry.	July 1, 2016	Bootcamp: December 2016 Career Coach: January 2017	Bootcamp: December 2016 Career Coach: March 15, 2017
Develop targeted outreach and recruitment plan for each Workforce Development Board Region	Partners continue to meet to discuss regional strategies in outreaching to both employers and participants. This quarter, staff has expressed difficulty in finding qualified participants. Part of quarter five will be spent strategizing on new outreach strategies and implementing these strategies to draw more enrollments.	November 4, 2016	On-going as necessary	n/a
Develop relationships with business partners	CCWI and Educate Maine have developed and continue to nurture relationships with partner employers.	July 1, 2016	On-going	n/a
Participants enroll in Track 1, 2, or 3	To date, there have been enrollments into all three grant tracks. Participants continue to work with both their assigned Navigator and Ambassador to connect with appropriate training or job placement.	January 2017	On-going	n/a
Participants connect with local employers and are hired, gaining unsubsidized employment	Participants are preparing to enter the workforce by refining resumes and practicing interviewing skills. Furthermore, they are being directed to networking opportunities with employers and connecting with employment through paid internships or on-the-job training contracts.	January 2017	On-going	n/a

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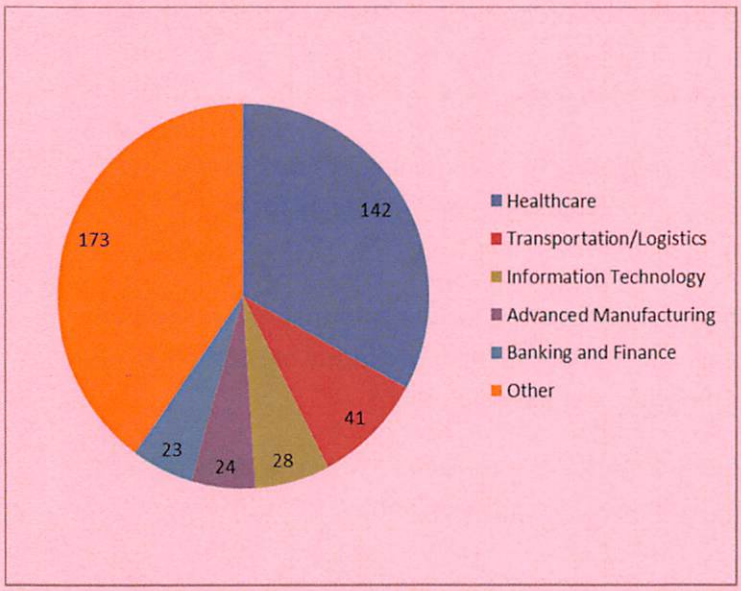
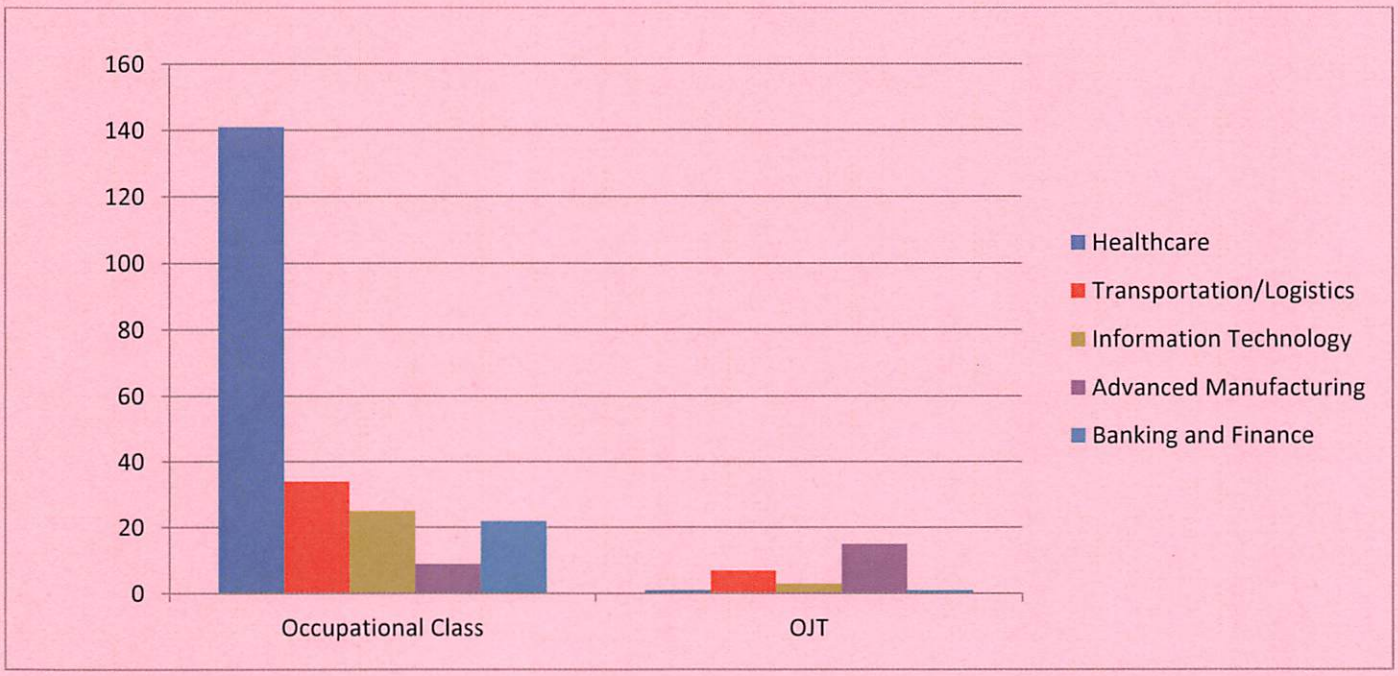
Sector Strategies and Career Pathway Work



The end of the Fourth Quarter (6/30/2017) reported a cumulative 258 participants received training in the five targeted Sector Areas for the Coastal Counties Local Area. 173 of these participants received training in other demand sectors. The **Healthcare Sector** had the highest number of trainings at 142 participants. Forty participants were enrolled in Nursing Assistant training. Other training was for occupations such as Medical Secretaries, Medical Assistants, Medical Records and Health Information Technicians, and Occupational Therapists.

On-the-Job Training is most popular to date in the **Advanced Manufacturing Sector** with 15 OJT contracts. Occupation titles for this sector include Computer-Controlled Machine Toll Operators, Fiberglass Laminators and Fabricators, Machinists, and Mechanical Engineers.



Transportation/Logistics saw a total of 41 participants trained this program year. The largest occupation trained for in this sector was Heavy and Tractor-Trailer Truck Drivers. Year to date there have been 34 participants completing occupational skills training and 7 OJT contracts written in this sector.

Banking and Finance training was almost exclusively classroom occupational training. There has been 1 OJT contract placed in the sector this program year for a Teller. The largest occupation trained for was bookkeeping, accounting and auditing clerks.

Information Technology trained 28 participants resulting in 7 OJT contracts within Information Technology. Sector based training focused heavily on classroom training for several occupations including; Computer and Information System Managers, Web Developers, and Computer Systems Analysts.

Other Occupations ended the Fourth Quarter (6/30/2017) reporting a cumulative 173 participants receiving training in demand occupations in the Coastal Counties Local Area in such occupations as Construction Carpenters.

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WORKFORCE SOLUTIONS

Quarterly Activity Report to the Coastal Counties Workforce Board (CCWB)

August 30, 2017

Visitors to Workforce Solutions Centers and CareerCenters 7/1/2016 – 6/30/2017					
	Q1	**Q2**	**Q3**	**Q4**	**Year to Date**
Biddeford	283	251	281	310	1,125
Springvale	1,586	1720	1,582	1,495	6,383
Portland WFS	2,660	2237	2,063	2,383	9,343
Portland CC	4,004	4014	3,959	3,281	15,258
Brunswick	1,368	1701	1,548	1,183	5,800
Rockland	1,095	1424	1,203	925	4,647
Belfast	511	539	560	400	2,010
Grand Total	**11,507**	**11,886**	**11,196**	**9,977**	**44,566**

ENROLLMENTS			
GRANT PROGRAM	**QUARTER *PLANNED***	**QUARTER *ACTUAL***	**PERCENT OF PLAN**
Workforce Innovation and Opportunity Act (WIOA)			
Adult	408	486	119%
Dislocated Worker	205	237	115%
Youth	240	211	88%

SAMPLE OF PLACEMENT JOBS		
GRANT PROGRAM	**JOB TITLE**	**WAGE/HOUR**
WIOA – Dislocated	IT Help Desk Technician	$14.90
WIOA – Adult	Travel Company Receptionist/Accounts Payable Clerk	$14.00
JD-NEG	Office Manager, Aviation Services Firm	$20.62

HARD-TO-FILL JOBS		
REGION	**JOB TITLE**	**WAGE/HOUR**
Six County Area	Medical Billing and Coding Construction Carpenters Educational Technicians/Teacher Assistants Bank Tellers Personal Support Specialists	$12.42-$16.51 $13.49-$18.52 $11.53-$15.88 $10.24-$12.98 $9.00-$10.77

ON-THE-JOB TRAINING SUMMARY		
TYPE	**SAMPLE OJT PLACEMENT COMPANIES**	**TOTAL CONTRACTS**
WIOA- Adult	Kennebunkport Resort Collection; Prock Marine; The Little Red School House; American Roots; Wallace James; Retina Center of Maine	12
WIOA – Dislocated Worker	Purple House Bakery	1
JD-NEG	Brunswick Aviation Services	1
Total for Reporting Period		**14**

ITEMS OF NOTEWORTHY INTEREST

Workforce Solutions Centers and CareerCenters

Rockland/Belfast:

- Employment counselors reported seeing the following trends among enrolled clients of workforce programs in the Rockland/Belfast area during quarter four: higher low-income adults with multiple barriers to employment; higher rate of older adult workers becoming laid off from career-based employment after more than ten years of work; and higher rate of adults with disabilities seeking assistance with finding employment.
- The Rockland staff convened professionals from the community to discuss the formation of a recovery program for people re-entering the community and seeking employment from the Knox County Jail.
- During quarter four, there was a shift in service provision in Knox and Waldo Counties for the Senior Community Service Employment Program (SCSEP) for participants 55 and older. The new provider is Associates for Training and Development (A4TD). Workforce Solutions WIOA staff connected with A4TD representatives during quarter four and began making referrals of WIOA participants needing long-term work-based training supports

Brunswick:

- The Brunswick Workforce Solutions staff has been supporting a number of enrollments into WIOA training for Heating Ventilation and Air Conditioning (HVAC) and Commercial Driving, Class A occupations during quarter four. This is based on customer demand and evidence of labor market statistics showing increased demand for these occupations in our region. With the goal of sustaining the efforts of our previous discretionary grants TOPS and MIIA, our Workforce Solutions team continued supporting TechPlace at the Brunswick Landing.

Portland:

- The Greater Portland Workforce Initiative (GPWI) completed recruitment for the new Certified Nursing Assistant Bridge program. The Bridge curriculum ends in August, with graduates either entering directly in a C.N.A. training, further interventions to increase their CASAS scores, or alternative health care positons.
- During the quarter the GreaterPortland Career Center held four job fairs, three of which had specific focus on the healthcare and advanced manufacturing industry sectors. Over 400 jobseekers and at least 50 employers from the region participated in these fairs.

Springvale:

- Staff training for all workforce system partners in York County was held at the Springvale CareerCenter during quarter four. The topic of supporting participants who are Deaf, Hard of Hearing or Late Deafened was covered. This training was helpful for our frontline staff in providing knowledge about how to provide the appropriate customer service and client support.

Biddeford:

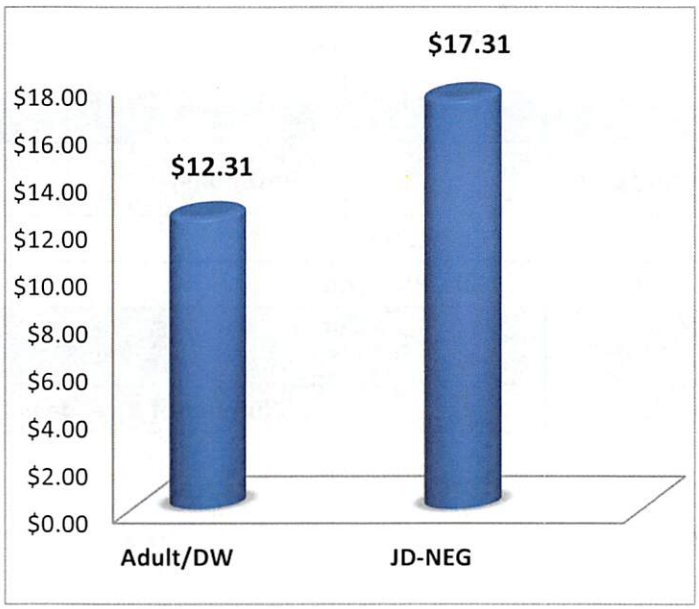
- The York County Jobs Alliance (YCJA) met this quarter on May 23rd at University College of Saco. This workshop/networking event is an ongoing service of Workforce Solutions for WIOA participants and customers of our workforce system. This quarter the group held a practice interview session with participants receiving coaching and guidance on difficult interview questions. Ten customers of our workforce system participated in this event.

Workforce Solutions - Business Services Activities
4/1/2017-6/30/2017

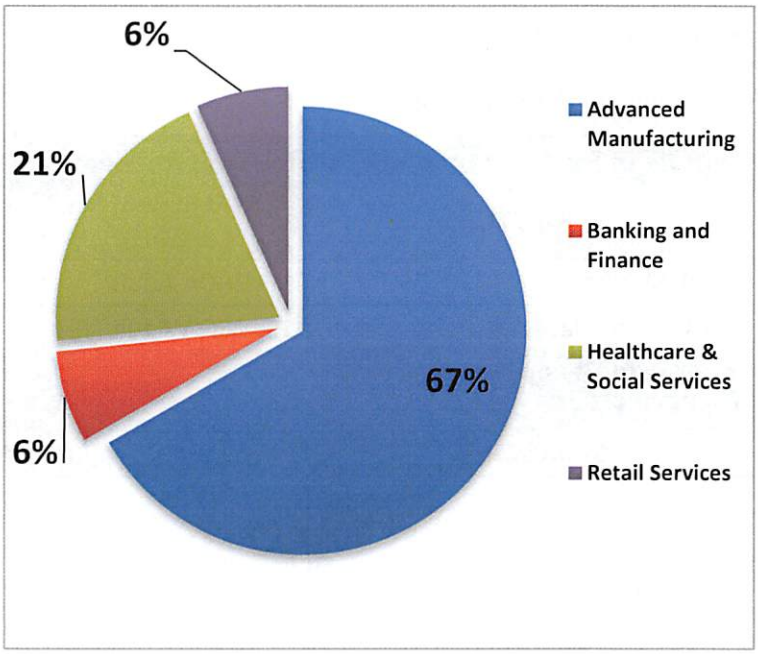
Total Number of OJT Contracts Written: 15
Total Number of New Companies Contacted: 71

Total WIOA Adult & Dislocated: 13 **Total JD-NEG:** 2
Total WIOA Youth: 0 **Total SP-NEG:** 0

Average Wage for OJT Contracts



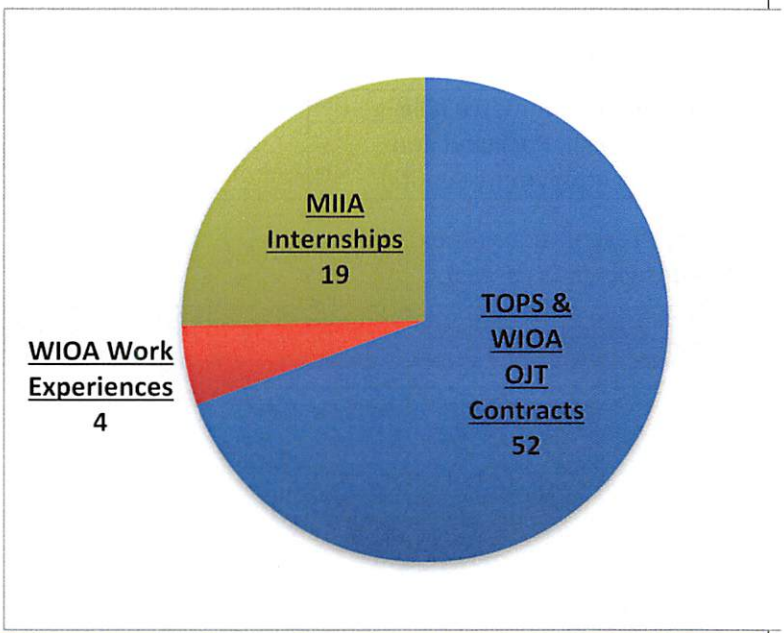
Industries Supported By OJT Contracts



Spending for Subsidized Employment Placements - The Brunswick Landing
(2011 – current)

	TOPS & WIOA OJTs	WIOA Work Experiences/ Transitional Jobs	MIIA Internships
Average Wage	$26.23	$10.13	$13.65
Total Spent on Wages	$323,975.15	$25,262.50	$76,300.00
Total Spent on ITA Trainings	$35,915.00	$357.00	$14,948.00

Supported Positions at The Brunswick Landing
(2011 – current)



Referral Sources
Maine CareerCenters, Vocational Rehabilitation, businesses, community colleges, adult education centers, staffing agencies, correctional facilities, Governor's Account Executives, area social service agencies, New Ventures Maine, word of mouth, Rotary and Chambers of Commerce groups, and general assistance offices.

Sample of New Companies with New OJT Contracts

Company Name	Number of Contracts	Wage/Hour	Position(s)
Retina Center of Maine	1	$15	Ophthalmic technician
Brunswick Aviation Services	1	$20.62	Office Manager
Kennebunkport Resort Collection	1	$14	Accounts Payable/ Receptionist

Sample of Existing Companies with OJT Contracts

Company Name	Number of Contracts	Wage/Hour	Position(s)
Prock Marine	1 – WIOA Adult	$12	Carpenter
MRRA-Tech Place	1 – WIOA Adult	$14	Bus. R&D Coor.

Sample of Group/Forum Presentations

Group Name	Industry Focus	Number of Attendees
York County Regional Fair	All	100+
Androscoggin B2B & Freeport B2B Job Fair	All	1580
Biz Expo @ Samoset & HR Convention	All	1000+
Rockland Job Fair	All	330
Chambers of Commerce (Old Orchard Beach, Rockland and Belfast Biz After Hours Events)	All	100+
Rotary Presentations (Knox/Waldo & Brunswick/Bath areas)	All	60+

Highlights/Interesting Stories

- American Roots in Portland established five contracts that began this quarter. American Roots and Old Port Wool were honored as Coastal Counties Workforce Board's *Employer of the Year* for their training programs and commitment to hiring WIOA participants. An article written about their operations (link below) led to multiple businesses reaching out to learn more about Workforce Services. http://www.mainebiz.biz/article/20170612/CURRENTEDITION/306079988

- Workforce Solutions was able to develop Work Experience sites at PAWS (Animal Assistant), Evergreen Home (Technician), Penobscot Marine Museum (Archivist), Belfast Coop (Stocker & Kitchen Assistant), Penobscot Chamber (Admin/Information Center) and Belfast Chamber (Information Center). In addition strategic partnerships have been developed with Maine Parks, The Farnsworth Art Museum, Youth Links and Maine Courts, for future Work Experience placements.

- WFS Brunswick's established two OJT's in advanced manufacturing—one participant at Brunswick Aviation in a position for Office Manager, and another at Tech Place as a Business Research and Development Coordinator.

- Workforce Solutions staff in Belfast continued a strategic partnership with the Belfast Re-Entry Center to assist with job development for participants on work release. A partnership has been established with the National Farm Worker Jobs Program for additional assistance in Re-Entry placements.

- Workforce Solutions partnered with Buldoc Correctional Facilities and saw a completion of an OJT for a marine welder at Prock Marine. Starting wage was $12.00 with an increase to $16.00 upon completion of the OJT.

- The Belfast/Rockland Workforce Solutions staff greeted and registered 330 job seekers at the Rockland Job Fair, which was held at The Mid-Coast School of Technology. This event was a collaboration with Rockland Main Street, a variety of downtown business owners, and Workforce Solutions.

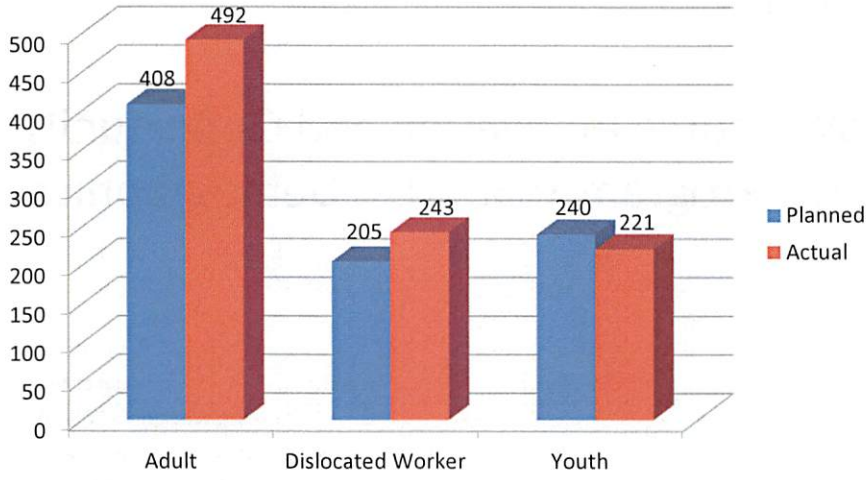
Workforce Innovation and Opportunity Act Program Year 2016 Demographics

Presented by:
Dave Wurm
Director, Workforce Solutions
Coastal Counties Workforce Board Meeting
September 14th, 2017

Demographics Overview

- All demographic information is pulled from Maine JobLink, Maine's WIOA case management system.
- Data is for all WIOA clients that received services at any point during Program Year 2016 (7/1/16 – 6/30/17).
- Demographics includes some incomplete data from previous case management system (OSOS) – there will be a more complete picture by start of next program year.

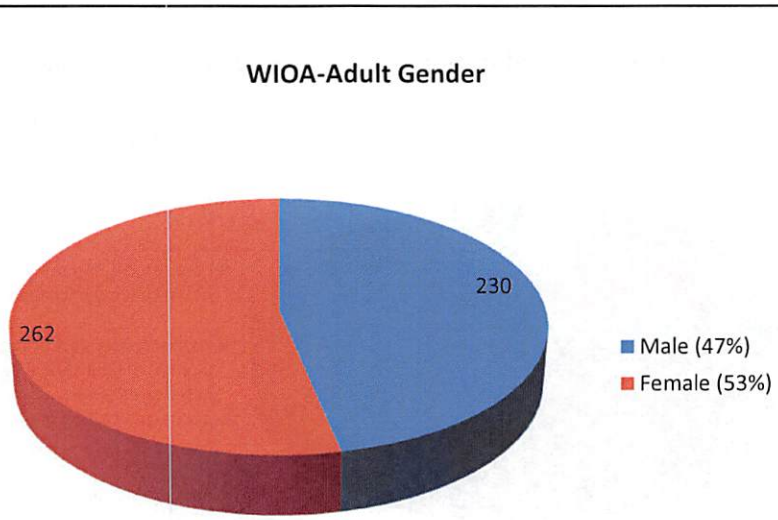
Planned vs. Actuals Enrollments

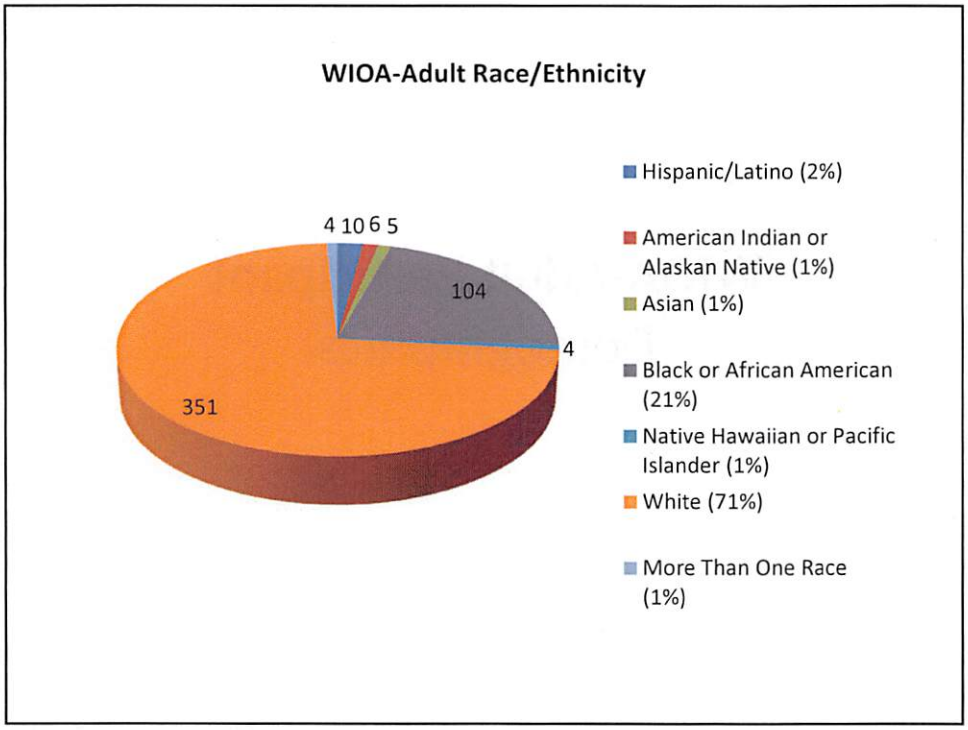


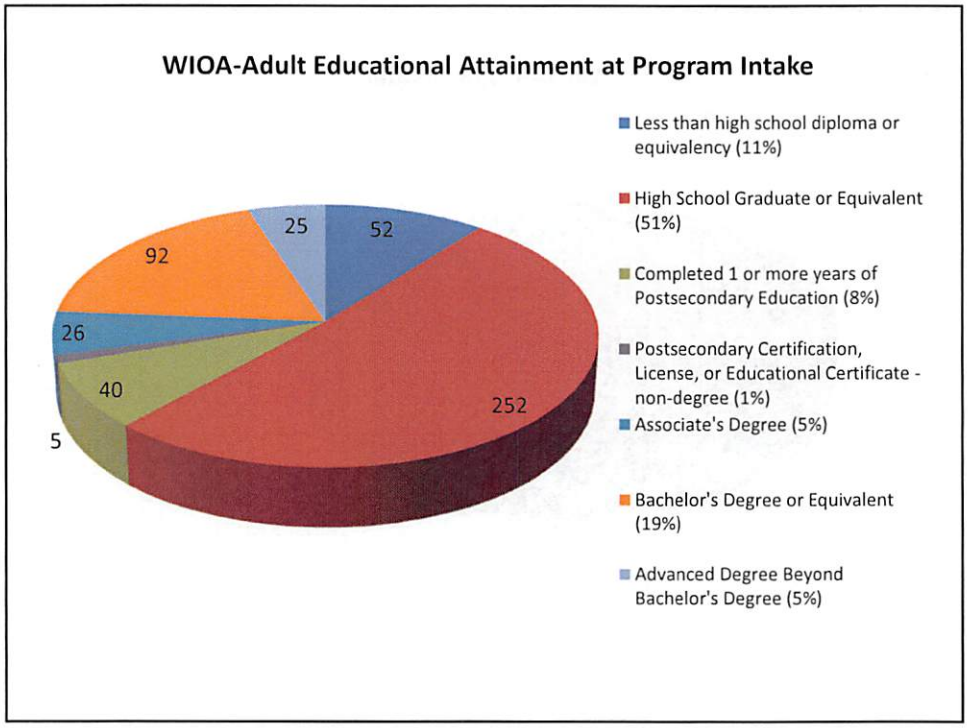
Summary of Enrollments

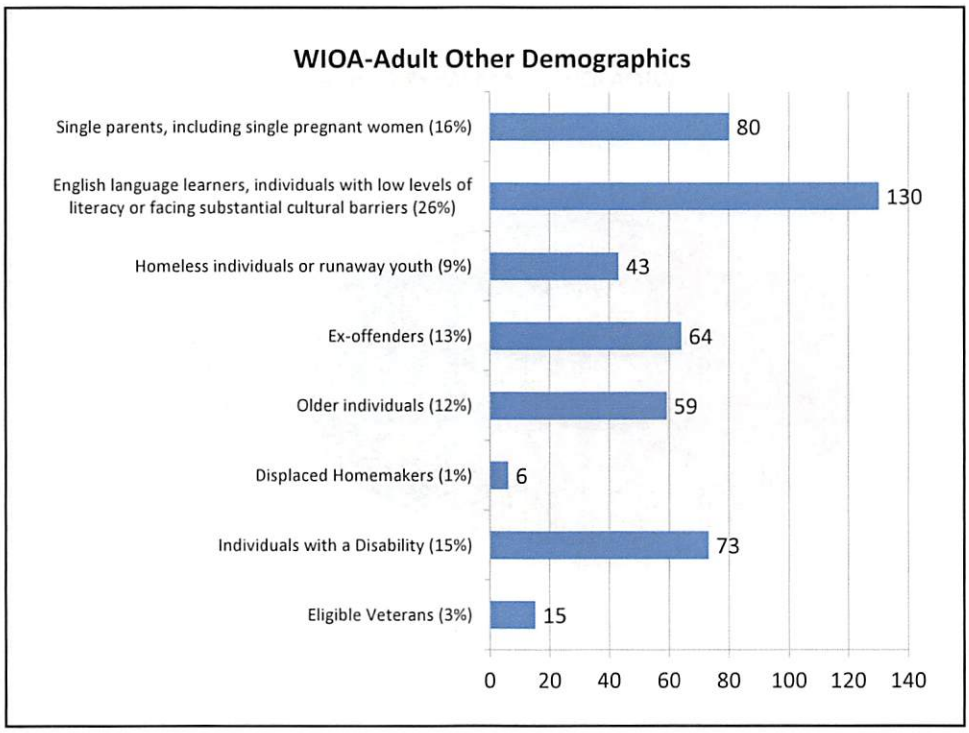
- 956 total clients served across the three formula programs.
- Both Adult (120%) and Dislocated Worker (119%) over-enrolled based on program year plans. Youth (92%) came in slightly under-enrolled, but within an acceptable range.

WIOA-Adult Participant Demographics

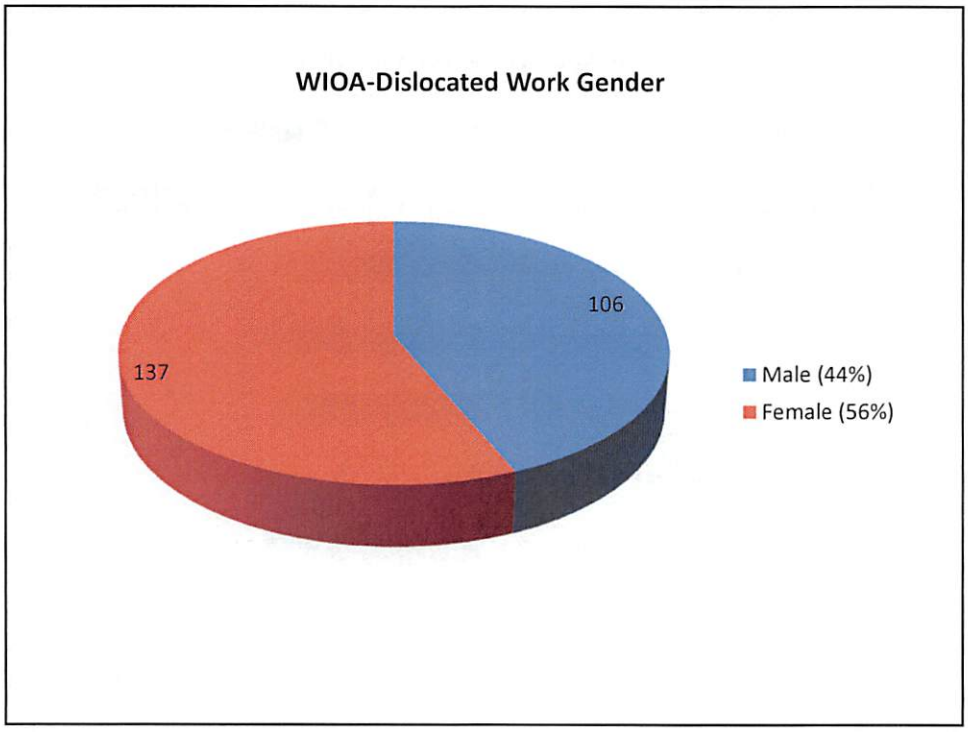


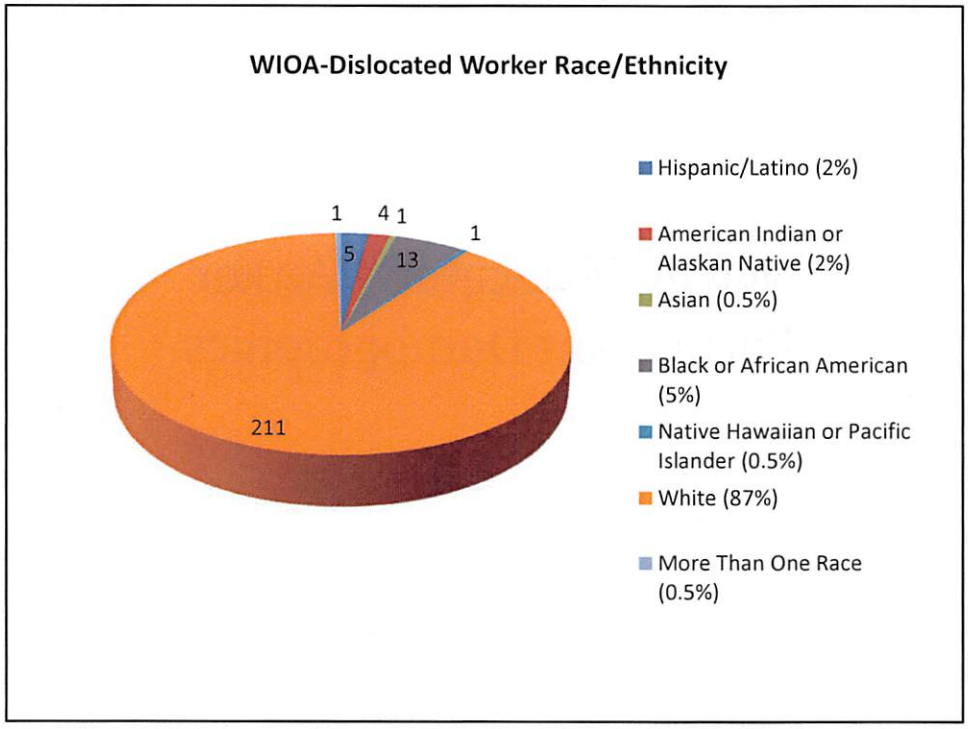

WIOA-Adult Race/Ethnicity
4 10 6 5
104
4
351
Hispanic/Latino (2%)
American Indian or Alaskan Native (1%)
Asian (1%)
Black or African American (21%)
Native Hawaiian or Pacific Islander (1%)
White (71%)
More Than One Race (1%)

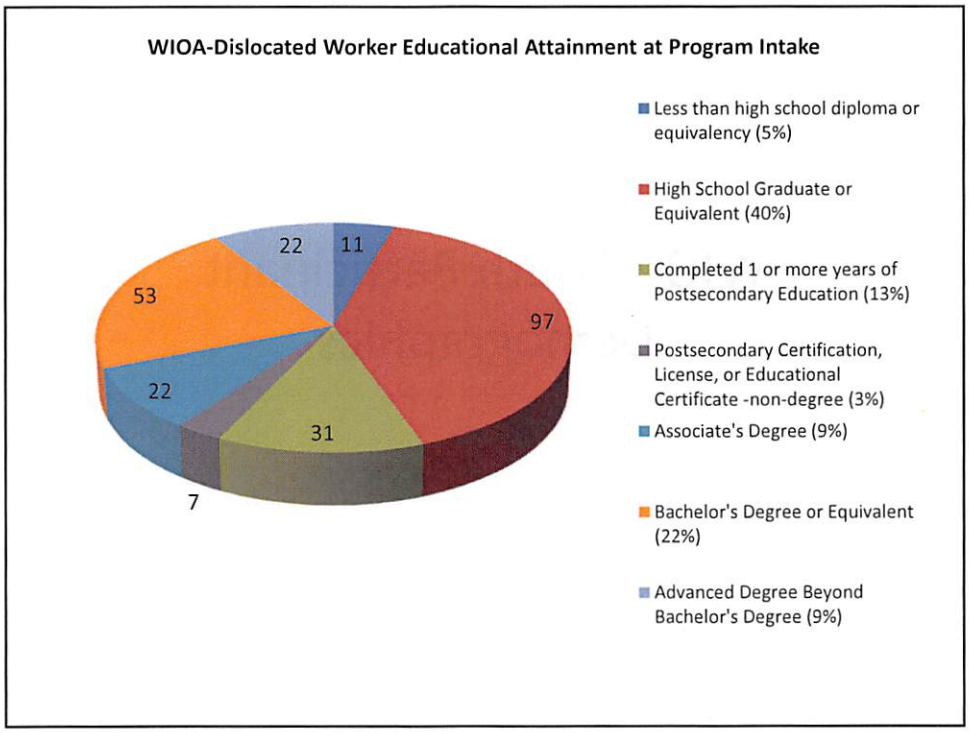

WIOA-Adult Educational Attainment at Program Intake
25
52
92
26
40
5
252
Less than high school diploma or equivalency (11%)
High School Graduate or Equivalent (51%)
Completed 1 or more years of Postsecondary Education (8%)
Postsecondary Certification, License, or Educational Certificate - non-degree (1%)
Associate's Degree (5%)
Bachelor's Degree or Equivalent (19%)
Advanced Degree Beyond Bachelor's Degree (5%)

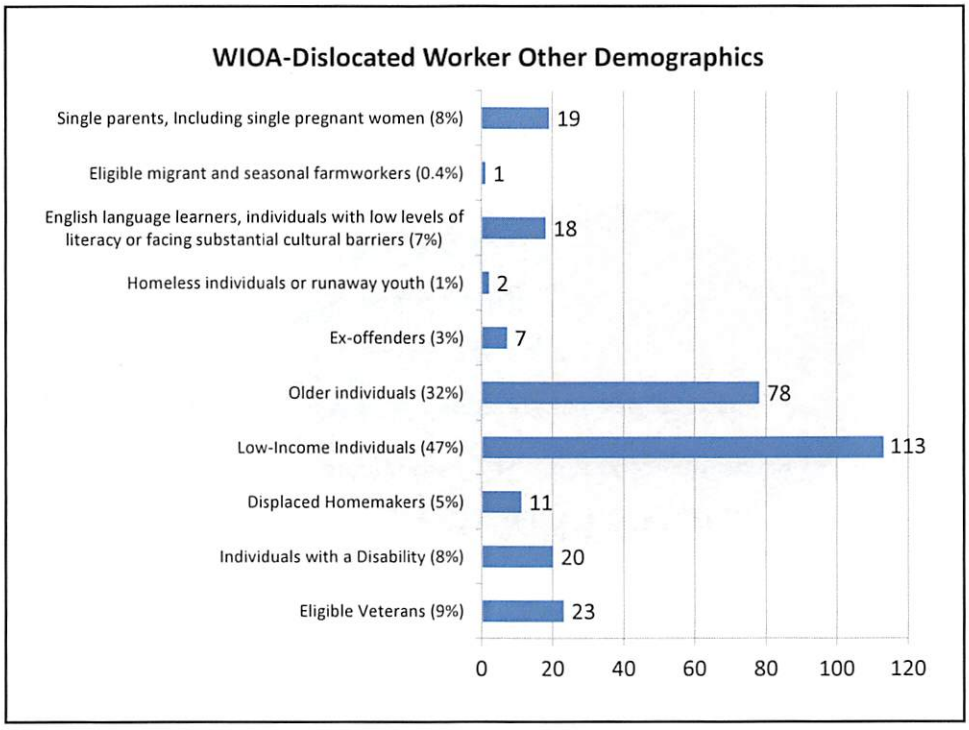


WIOA-Dislocated Worker Participant Demographics

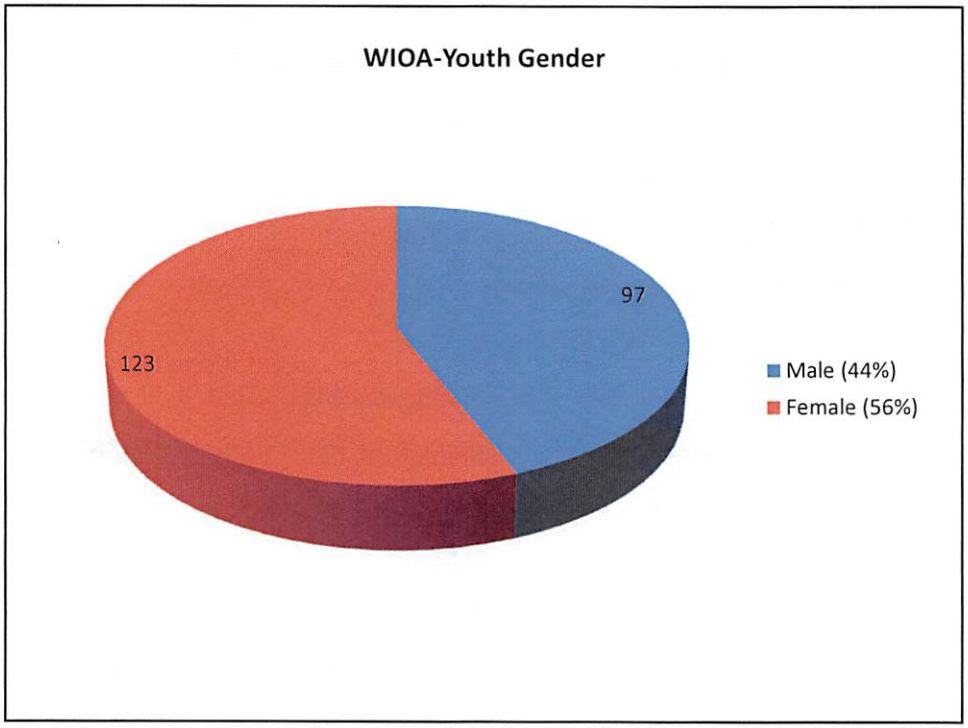

WIOA-Dislocated Work Gender
106
137
Male (44%)
Female (56%)

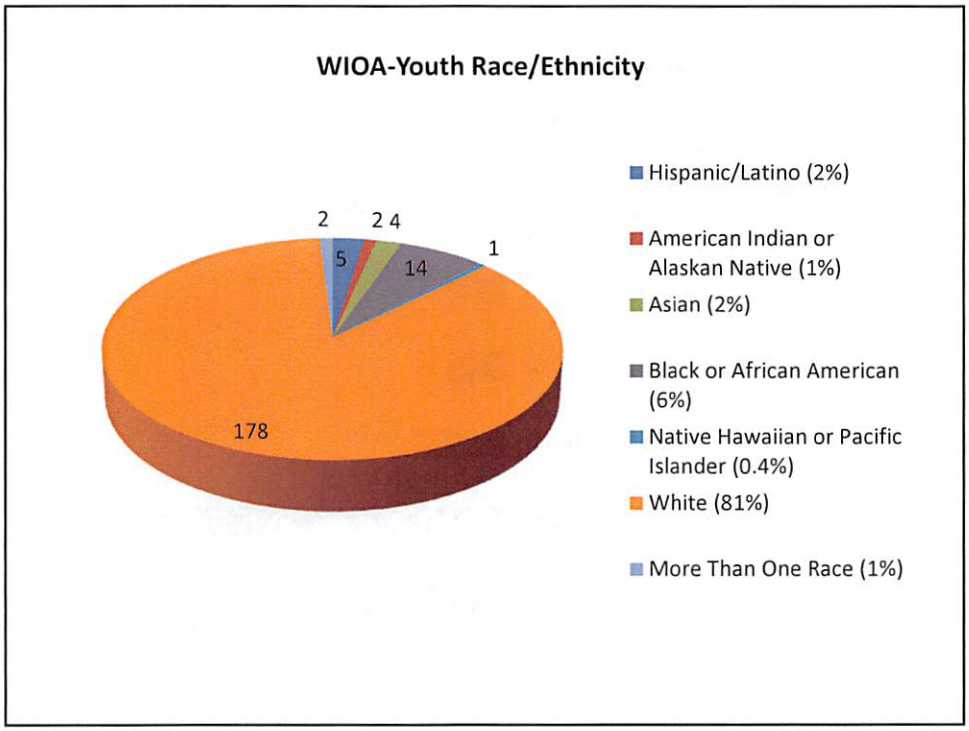

WIOA-Dislocated Worker Race/Ethnicity
1
4
1
1
5
13
211
Hispanic/Latino (2%)
American Indian or Alaskan Native (2%)
Asian (0.5%)
Black or African American (5%)
Native Hawaiian or Pacific Islander (0.5%)
White (87%)
More Than One Race (0.5%)

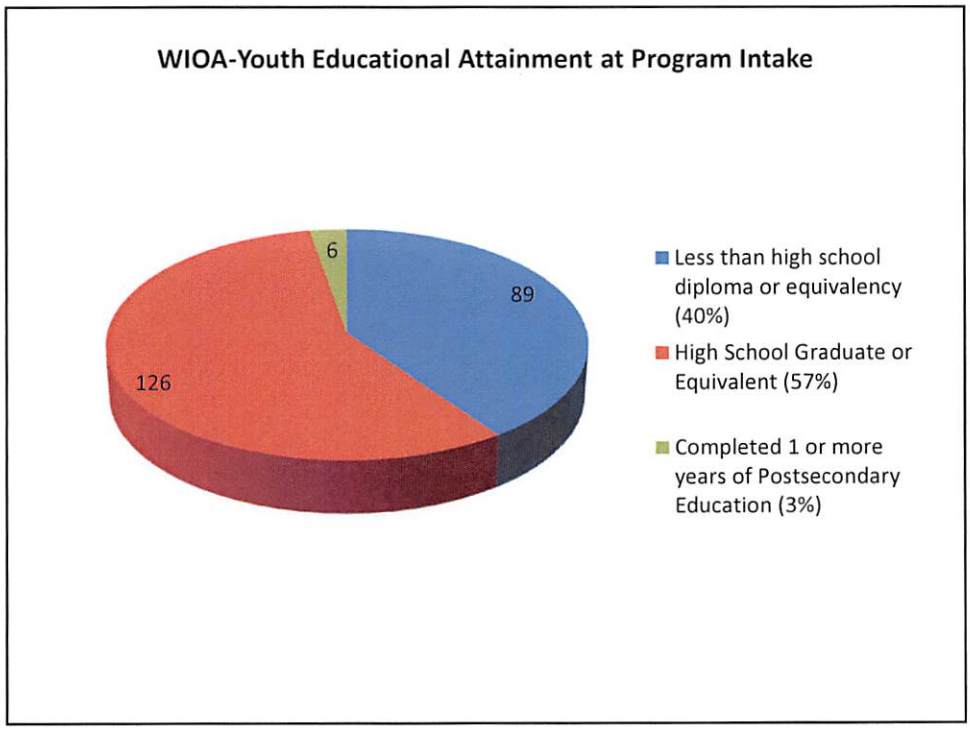

WIOA-Dislocated Worker Educational Attainment at Program Intake
11
97
31
7
22
53
22
Less than high school diploma or equivalency (5%)
High School Graduate or Equivalent (40%)
Completed 1 or more years of Postsecondary Education (13%)
Postsecondary Certification, License, or Educational Certificate -non-degree (3%)
Associate's Degree (9%)
Bachelor's Degree or Equivalent (22%)
Advanced Degree Beyond Bachelor's Degree (9%)

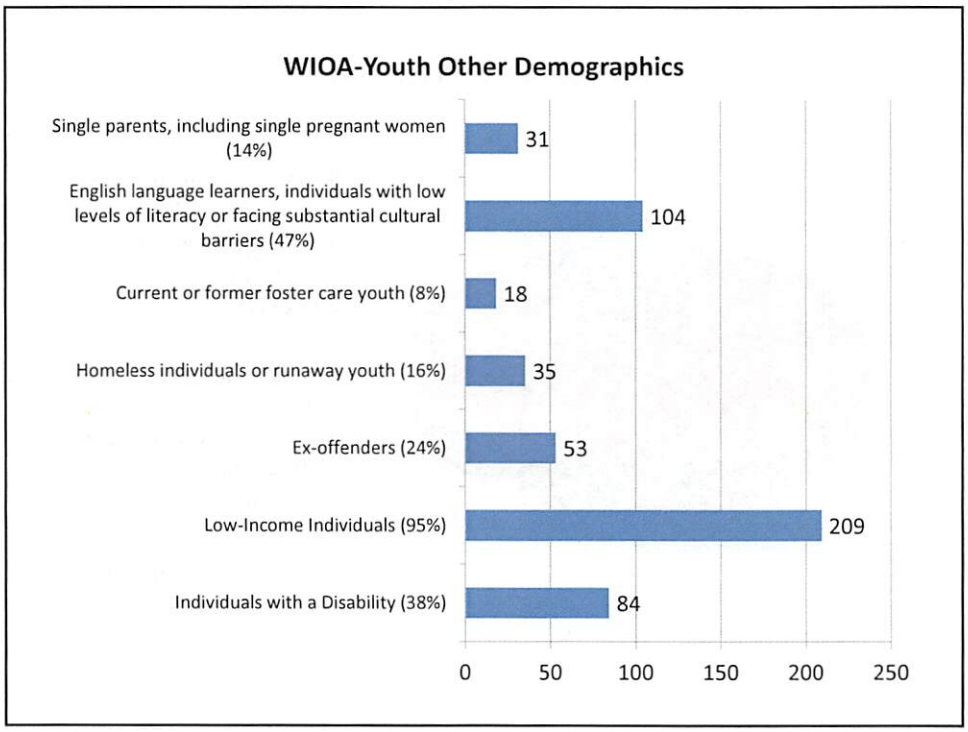

WIOA-Dislocated Worker Other Demographics
Single parents, Including single pregnant women (8%)
19
Eligible migrant and seasonal farmworkers (0.4%)
1
English language learners, individuals with low levels of literacy or facing substantial cultural barriers (7%)
18
Homeless individuals or runaway youth (1%)
2
Ex-offenders (3%)
7
Older individuals (32%)
78
Low-Income Individuals (47%)
113
Displaced Homemakers (5%)
11
Individuals with a Disability (8%)
20
Eligible Veterans (9%)
23
0
20
40
60
80
100
120

WIOA-Youth Participant Demographics




WIOA-Youth Race/Ethnicity
2
2 4
5
14
1
178
Hispanic/Latino (2%)
American Indian or Alaskan Native (1%)
Asian (2%)
Black or African American (6%)
Native Hawaiian or Pacific Islander (0.4%)
White (81%)
More Than One Race (1%)


WIOA-Youth Educational Attainment at Program Intake
6
89
126
Less than high school diploma or equivalency (40%)
High School Graduate or Equivalent (57%)
Completed 1 or more years of Postsecondary Education (3%)


WIOA-Youth Other Demographics
Single parents, including single pregnant women (14%)
31
English language learners, individuals with low levels of literacy or facing substantial cultural barriers (47%)
104
Current or former foster care youth (8%)
18
Homeless individuals or runaway youth (16%)
35
Ex-offenders (24%)
53
Low-Income Individuals (95%)
209
Individuals with a Disability (38%)
84
0
50
100
150
200
250

SOUTHERN MAINE COMMUNITY COLLEGE
envision a future

September 2017 CCWI Board Update: Maine Quality Centers

Maine Quality Centers (MQC) provides state-funded grants for expansion-related, customized new-hire training delivered by the Maine Community College System. In addition, MQC can fund projects to upgrade the skills of incumbent employees. Projects are supported within the six coastal counties by geographic service areas at local Maine Community Colleges. Highlighted items are new since the last update.

Company Based Projects in the six coastal counties (either fully under contract or with concept approval):

- American Roots
- American Steel and Aluminum, South Portland
- Bath Iron Works, Bath
- Biovation II, Boothbay
- Black Dinah Chocolatiers, Westbrook
- Bristol Seafood, Portland
- Cape Seafood, Saco
- Casco Systems, Cumberland
- Catholic Charities Maine, Portland
- Credere Associates, LLC, Westbrook
- Custom Composite Technologies, Bath
- Davis-Joncas, Scarborough
- Flowfold, Scarborough
- General Dynamics Ordnance and Tactical Systems, Saco
- Holiday Inn by the Bay, Portland
- Hussey Seating Company, North Berwick
- IDEXX Laboratories, Westbrook
- Jøtul North America, Gorham
- Lee Auto Malls, Auburn
- Maine Medical Center, Portland
- Maine Medical Partners, South Portland
- Messer Trucking, Westbrook
- Mölnlycke Health Care, Brunswick
- Moody's Collision Centers, Gorham
- Nauset Associates, Portland
- Northeast Coating Technologies, Kennebunk
- North East Mobile Health Services
- OnProcess Technology, Belfast
- Pierce Promotions, Portland
- Plasmine Technololgy, Portland
- Portland Mattress Makers, Portland
- Pratt & Whitney, North Berwick
- Rollease, Inc., Brunswick
- Seabreeze Property Services, Portland
- Southworth International, Falmouth
- Stonewall Kitchen, York
- Tempus Jet Centers, Brunswick
- Tilson Technology Management, Portland
- Tube Hollows International, Windham
- Washburn & Doughty, Boothbay

College based projects include:

SMCC: Construction Institute, Property Management, Information Technology, CDL Truck Driving, Hospitality (entry level & advanced for Maine Innkeepers Association members), Midcoast Composites & Midcoast Nursing.

YCCC: Fundamentals of Manufacturing, Precision Machining & "Future for Me" project.

SOUTHERN MAINE COMMUNITY COLLEGE
envision a future

A FEW examples of MQC funded workforce training programs:

Manufacturing/Industrial

- Intro to LEAN (in partnership with Maine MEP)
- OSHA 10/OSHA 30/OSHA Refresher
- Commercial Sewing
- Kaizen
- Lead Risk Assessor
- Composite Carpentry
- CNC Machining
- High Pressure Boiler Operator
- Designing with Plastics
- Hydraulics & Pneumatics
- Internal Auditor

Organizational Development/Management/Customer Service etc.

- Leadership Academy
- Project Management
- Presentation Skills & Meeting Facilitation
- Logical Problem Solving, Accuracy in the Workplace
- Train the Trainer
- Conflict Resolution, Managing the Performance of Others, Time Management
- Sales
- Business Writing
- Social Media

Information Technology/Software etc.

- Information Technology Customer Support
- Word, Excel, PowerPoint, Outlook, Adobe, QuickBooks, Corel Draw, Revit, Navis Works etc.
- SQL Server

Misc.

- Chemistry (college credit)
- Psychosocial Rehabilitation (college credit)
- Applied Spanish in the Workplace
- CPR & 1st Aid, Blood Borne Pathogens
- ESOL - EMT

Maine Community College Points of Contact for Maine Quality Centers Projects:

Knox County: Kennebec Valley Community College

Elizabeth Fortin, TAACCCT 2 Grant Manager
efortin@kvcc.me.edu

Lincoln County: Central Maine Community College

Chris Paradis, Workforce Training Specialist
cparadis@cmcc.edu

Waldo County: Eastern Maine Community College

Jennifer Khavari, Director of Business Services
jkhavari@emcc.edu

Sagadahoc & Cumberland Counties: Southern Maine Community College

Brenda Downey, Business Relations Manager
bdowney@smccme.edu

York County: York County Community College

Stefanie Bourque, Director of Continuing Education
sbourque@yccc.edu

Maine Quality Centers, Maine Community College System Office

Dan Belyea, Interim Director of Workforce Training
dbelyea@mccs.me.edu

John Dorrer, Chief Workforce Strategist
jdorrer@mccs.me.edu

For more information, please visit: www.mccs.me.edu/business/mqc.html

Trump Budget for Department of Labor

Overall, the President's budget calls for $9.6 billion in funding for DOL, a cut of $2.5 billion (21 percent) relative to the levels under the FY 2017 omnibus. The budget calls for significant reductions in funding for key workforce programs under WIOA, which was reauthorized by Congress in 2014. The budget calls for cuts of approximately $1 billion from the three state formula grants under Title I of WIOA, cutting WIOA Adult from $861 million to $490 million, Dislocated Worker state grants from just over $1.3 billion to $615 million, and reducing youth grants from $922 million to $416 million. Overall, the formula grant cuts represent about a 40 percent reduction from current funding levels, which would have devastating impacts on states and local communities seeking to address the skill needs of businesses and jobseekers.

The budget also proposes eliminating several national programs administered by DOL, including the Workforce Data Quality initiative that provides states with funding to strengthen data systems; the migrant and seasonal farmworker grant program; and the Senior Community Service Employment Program (SCSEP). Dislocated Worker National Reserve grants are reduced by a little more than $100 million, and the budget proposes more modest reductions to a range of other national programs, including cuts of about $5 million for apprenticeship grants and $10 million for ex-offender grants. Wagner-Peyser Employment Services (ES) state grants under WIOA Title III would be cut by about $256 million, nearly 40 percent below current levels.

The budget proposes providing local workforce boards the ability to transfer up to 100 percent of funds allocated for adult programs to youth activities and 100 percent of funds allocated for youth activities to adult activities. It also would provide the Secretary of Labor the authority to waive administrative and reporting requirements, with the justification of improving efficiency and reducing administrative costs to local areas.

House Action

The House Appropriations Committee on Wednesday (July 19th) passed along party lines a broad-ranging fiscal year 2018 funding bill that mirrors what its education and labor panel passed last week.

The big cuts for programs affecting community colleges would include slashing $3.3 billion from the Pell Grant surplus, $86 million from job training programs and $95 million from the apprenticeship program.

Democrats proposed several amendments to restore funding to FY 2017 levels for programs such as job training and apprenticeships, and to use the Pell surplus to increase the maximum Pell award. The amendments were either defeated on party-lines votes or withdrawn after Rep. Tom Cole (R-Oklahoma), chair of the House education and labor appropriations subcommittee, said he would try to work with Democrats on restoring some funding, if possible.

Cole, who was calm and cordial as usual, said that, if lawmakers provide a budget agreement that would free up some more money for his subcommittee, he would sit down with Democrats to see where they could restore some funding.

"We don't oppose these programs...We have an allocation issue here," Cole said in regards to Democrats' amendments to restore funding to several education programs. "We'd like to see them restored to where they once were."

Discussions touched on the broad array of programs covered by the bill — from disease prevention and Planned Parenthood, to gun violence and K-12 teacher training. Career and technical education (CTE), job training and apprenticeship programs were a key topic, with members from both parties noting the importance of the programs in workforce and economic development.

What's Ahead

Although the Senate has yet to move on its funding bills, last month the House Budget Committee released a FY 2018 budget that touted CTE programs for preparing workers for jobs that require a postsecondary education but not necessarily a baccalaureate. But the blueprint noted that federally funding job training programs and the Pell Grant program need changes. While job training programs need to be streamlined to reduce administrative costs and consolidate duplicative programs, Pell is on "shaky financial ground," the report said, citing the increased discretionary costs of the program over the past decade and the recent reinstatement of the year-round Pell program.

"Future reforms should ensure Pell Grants go to students with the most need, that students complete school in a timely manner, and that this program is financially sustainable and available for future students," the report said.

Education advocates and some think tanks, such as the Center for American Progress, took note of the phrasing, speculating that it will likely translate to eligibility restrictions or other restrictions that will make it harder for students to get the grants. Curbing Pell would especially hurt low- and middle-income minority students, CAP said in an analysis of the House budget report.

"In 2012, 61 percent of black students and 50 percent of Latino students relied on Pell Grants to attend college compared with 38 percent of white students," it said.

CAP also criticized the House budget's focus on Workforce Innovation and Opportunity Act (WIOA) job training programs, noting that Congress revamped the programs three years ago when it reauthorized WIOA.

"WIOA already eliminated 15 programs and elevated best practices such as apprenticeship programs, industry-led sector partnerships, and career pathways," CAP said.

STATE OF MAINE
OFFICE OF THE GOVERNOR
1 STATE HOUSE STATION
AUGUSTA, MAINE
04333-0001

Paul R. LePage
GOVERNOR

July 11, 2017

The Honorable R. Alexander Acosta, Secretary of Labor
U.S. Department Of Labor
200 Constitution Ave. NW
Washington DC 20210

Dear Secretary Acosta,

I am writing to request that, for the purposes of the Workforce Innovation & Opportunity Act program, Maine be granted single State local area designation.

The current configuration of Maine's workforce development system was established in 1998 under the Workforce Investment Act. With no experience administering or delivering this new program, Maine made decisions about local areas and boards that seemed correct at the time. In hindsight, we now realize we should have chosen differently and been designated as a single State local area, like the other states of similar population size.

Because the federal funding formula requires we allocate the funds by population, we hurt our ability to target investment in the rural areas that need help the most and have the least access to more diverse education and training programs as well as a strong technology infrastructure. There is currently a geographic mismatch: industries in decline are disproportionately in rural regions while industries that are growing are disproportionately in cities.

Adjusting the footprint of Maine's workforce development system to a single State local area will allow more funding to be utilized for skills training for citizens, versus being used for program administration by multiple pass-thru organizations.

Flexibility is needed to respond to our economic and workforce changes. The Workforce Innovation and Opportunity Act's grandfathering of antiquated structure has made it exceptionally difficult to respond to the specific needs of our state.

Upon approval of this request we will work to establish local volunteer workforce Boards around the state to provide local information and input regarding workforce needs in the area.

We are excited about the possibilities for a revitalized workforce development system given the flexibility to organize in a way that is most effective and efficient for Maine today, and not held hostage by decisions that were made almost twenty years ago. We will cut layers of administration and put more money where it matters, giving our citizens the skills they need to compete.

If you have any questions or would like to discuss this further, please contact me or my Commissioner of Labor, John Butera, at (207) 621-5095. We appreciate your consideration of this request and look forward to a positive response.

Sincerely,

Paul R. LePage
Governor

Cc: Vice President Michael Pence
John Butera, Commissioner of Labor

COASTAL COUNTIES
WORKFORCE, INC.
Your partner in business development and economic prosperity...

August 22, 2017

Alexander Acosta, Secretary of Labor
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

Dear Secretary Acosta:

I am writing to you as a result of Maine Governor LePage's request of July 11, 2017 to substantially change the local area designation under the Workforce Innovation Opportunity Act (WIOA). I would like to inform you that the Chief Elected Officials in the Coastal Counties Region of the State of Maine's Workforce Area representing the six counties of Waldo, Knox, Lincoln, Sagadahoc, Cumberland, and York are opposed to any action that would terminate or alter the existing local area designation of Maine's workforce system.

We are concerned that this administration is attempting these changes unilaterally with no opportunity for discussion and no input from the affected parties. There is no real justification for the change, no data or evidence showing that the change is necessary, nor that it will lead to greater efficiencies or quality improvements. As a matter of fact, the current local area designation was made only last year. Each of the three local workforce areas, chief elected officials, and local board chairs requested such based on performance success and fiscal integrity, and were granted designation on June 6, 2016 by the LePage Administration.

Frankly, the points made by Governor LePage in his letter to you are based on inaccurate assumptions.

For instance, the letter suggests the state made a mistake in designating local areas 18 years ago. Yet, 18 years ago, as a result of the passage of the Workforce Investment Act (WIA), local area geography was a broad discussion in Maine with all counties, the state board, and numerous interested parties including service providers, which took over a year to complete. State and locals had plenty of experience with the Jobs Training Partnership Act which had local service delivery areas (3 in Maine). This was not a mistake – the decision makers had ample experience and single-state delivery *was* considered as part of their discussion.

Also, the letter suggests that by having a single state local area, more funding could be spent on training versus administration. The fact is that there are already significant WIOA funds held at the state level for overhead. In Program Year 2016, the total WIOA allocation to Maine was $9,372,636. Of this total the state retained $2,288,356 or 23.67% of the funds for administration and other statewide activities (which do not provide direct services to residents) before allocating the remaining funds ($7,154,280) to local workforce boards. The three local boards are allowed to retain 10% of the *local* allocation ($715,428 for PY16) for its oversight of the programs. Based on the *total* allotment of WIOA funds to the state, the local boards actually receive only 7.63% of the WIOA funds on an annual basis to finance its statutory role and function.

At least 40% of the state level $2,288,356 or $937,263 is considered a program set-aside which can be used for projects such as addressing local training needs. Yet providing these funds to local boards to supplement training dollars has not

happened *even once* under the LePage administration. If the state administration is so concerned with putting more money in training then why are these funds not used for training instead of being used to hire more staff at the state board level? Why is this administration so focused on 7.63% ($715,428) of the local board funds instead of how the 23.67% ($2,288,356) is being used by the state? We contend that there are plenty of efficiencies to be had if the state looked internally.

Additionally, in spite of his claim, there is no imbalance in how the current WIOA structure serves the state's workers and employers – particularly in rural areas. It is interesting to note that the WIOA formula actually benefits rural areas. Built into the formulas are criteria that actually favor areas experiencing high-unemployment, declining manufacturing industries, concentrations of poverty, and other factors. For example the very rural Northeastern Workforce area receives approximately 35% of the WIOA funds with less than 25% of the state's population, while the more urban Coastal Counties Region receives about the same level of funding (approximately 37%) with 48% of the state's population.

Finally, it is worth pointing out that the Coastal Counties Workforce Board has administered $77.8 million of workforce funds since its inception, with $34 million of this total, or 44%, being obtained through competitive discretionary grants or similar avenues resulting in thousands more trained and employed Mainers in good paying jobs. Regrettably, the Maine Department of Labor has failed to bring in competitive funding even close to our accomplishments. From our vantage point, the 7.63% of administrative funding we receive from WIOA has a substantial ROI for our region.

We respectfully request that the USDOL deny Governor LePage's petition to dissolve the existing local areas. And since we have not received our PY17 annual WIOA formula allocation, even at this late date, we would also ask USDOL to direct the state of Maine to release the full PY17 WIOA allocated funding to the local workforce areas. We are aware of no provision in WIOA that allows a state to withhold USDOL allocated funding. As you can imagine, we require the funds so that our Local Boards can continue to carry out their statutory functions and meet local performance expectations without putting programs and customers at risk.

Respectfully yours,

Charles Crosby III, CEO & President

CC: Holly O'Brien, Regional Administrator ETA, USDOL
John Butera, Maine Commissioner of Labor

CCB
CONSTRUCTION SERVICES

August 28, 2017

Alexander Acosta, Secretary of Labor
U.S. Department of Labor
200 Constitution Avenue N.W
Washington, DC 20210

Dear Secretary Acosta:

For over six decades, the skilled employees of CCB have continuously provided award-winning construction services to clients throughout New England. Key to this growth is the team's commitment to outstanding customer service through clear communication and innovations in safety and performance, thereby exceeding the expectations of every client.

CCB's experienced ownership team understands what it takes to deliver consistent results in today's ever-changing construction industry. We source and cultivate the best craftspeople for each project, and provide continuous education toward improvement in project planning, safety, and production.

Our partnership over the past several years with Coastal Counties Workforce Inc. (CCWI) has been important in providing training to workers as well as recruiting and hiring employees. Given the challenges of finding good employees we face now and in the future, the help of CCWI is more important than ever. The fact that they are local to our area allows them to understand our needs and how to match that with people in our area that need help finding good work.

As a company, CCB has been represented on the Coastal Counties Workforce Board, for many years, with our current employee/representative's tenure which started while under WIA. I am aware that the new law – the Workforce Innovation and Opportunity Act (WIOA)–emphasizes the engagement of employers across the workforce system to align training with needed skills and match employers with qualified workers. I believe the way to accomplish this is through LOCAL boards and not a single state board.

Moreover, and very importantly, as a business owner/professional, I am keenly aware of the value of return on investment (ROI). From this vantage point, it is not possible to argue that the small number of administrative dollars spent on our local administration is not a worthy investment. On the contrary, for a small amount of administrative resources, our local board and associated local staff have brought millions of dollars into our region, from discretionary grant opportunities, that would otherwise not have been possible. The State of Maine argues that there is cost savings by undoing local boards. In fact, there is no cost savings – there is substantial loss.

That is why CCB believes a regionalized approach to workforce delivery, through Local Workforce Development Boards, that work in concert with regional economic development strategies has a proven record of success that we strongly feel must be maintained.

Sincerely,

Beth Sturtevant
President
CCB, Inc.

65 Bradley Drive, Westbrook, Maine 04092
Tel 207.464.2626 | Fax 207.464.8374
www.ccb-inc.com

August 22, 2017

Alexander Acosta, Secretary of Labor
U.S. Department of Labor
200 Constitution Avenue N.W
Washington, DC 20210

Dear Secretary Acosta:

Fisher Engineering is proud to be a part of Douglas Dynamics, North America's premier manufacturer and upfitter of commercial vehicle attachments and equipment, and home to the most trusted brands in the industry. For more than 70 years, Fisher Engineering has been manufacturing the best products available on the market. Every day our employees work hard to meet our customers' needs, and every day we, as an organization, are focused on fostering a collaborative environment for our employees and offering them the opportunity to have ownership in our company's success. We are proud that we have one of the lowest turnover rates in our industry and believe that our focus on integrity, teamwork and high-performance have enabled us to create a positive work environment for all of our employees.

Fostering a collaborative environment has been one of the secrets to our success. Interestingly, we have this in common with both the Workforce Investment Act (WIA) and now the Workforce Innovation and Opportunity Act's (WIOA) basic precepts. The collaboration needed in order to insure success requires strong collaboration among partners and employers. The **Local** Workforce Development Boards (LWDB) provide the strategic direction to their areas and set regional training priorities. LWDBs serve as natural regional "conveners" bringing together the partnerships necessary for success. This system works because LWDBs work in partnership with local communities and their businesses.

As such, we do not agree with the Maine Department of Labor's position that Maine should become a single state delivery system. Anyone who knows Maine knows that the demographics and geography of Maine creates no one homogeneous area that can be successfully controlled from a single source. Consistent with WIOA, a regionalized approach to workforce delivery, through Local Workforce Development Boards, that work in concert with regional economic development strategies has a proven record of success that we strongly feel must be maintained.

Fisher Engineering
50 Gordon Drive
Rockland, Maine 04841-2139
www.fisherplows.com
207.701.4200

A SUBSIDIARY OF DOUGLAS DYNAMICS, L.L.C.

Unfortunately, over the last few years, we have struggled to find skilled labor in the Mid-Coast Maine area. With our aging workforce and the skilled labor shortage, now, more than ever, we need WIOA Local Boards to focus on solutions to these issues.

Sincerely,

Jennifer Andrews
Human Resource Manager
Douglas Dynamics, L.L.C.

CC: Holly O'Brien, Regional Administrator ETA, USDOL

Fisher Engineering
50 Gordon Drive
Rockland, Maine 04841-2139
www.fisherplows.com
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FRONT STREET SHIPYARD

August 21, 2017

Alexander Acosta, Secretary of Labor
U.S. Department of Labor
200 Constitution Avenue N.W
Washington, DC 20210

Dear Secretary Acosta:

As human resources manager for Front Street Shipyard, and a dedicated member of the Coastal Counties Workforce Board, I write in opposition to Governor LePage's request to undo the workforce board structure in Maine.

Front Street Shipyard is the most capable boat yard on the east coast for vessels large and small. We are a custom boat builder, service yard and marina in mid-coast Maine – Belfast to be precise. As a business ingrained within the fabric of mid-coast Maine we are a reflection of the local community. Like Belfast itself, whose personality is built on the communities that populate the region, Front Street Shipyard reflects Maine's renowned boatbuilding history – it's a local legacy.

With this eye on local business and local legacy I became a member of the Coastal Counties Workforce Board. For the last several years as our Board staff have been deploying the mandates of the Workforce Innovation and Opportunity Act (WIOA), we have been told that WIOA promotes local systems -- led by local Workforce Investment Boards, which will remain business-led (by local businesses).

No offense to the good people working for the state of Maine but, local control is lost when and if a single state designated board, led by Augusta, is put in the place of our regional (local) workforce board.

Front Street Shipyard has the ingenuity and experience to undertake the most sophisticated boat building and refit projects. To do this we employ a team of more than 100 experienced boat service professionals using both advanced composite construction and traditional boat building techniques. These very nuanced boat construction/building methods require a very responsive (or demand driven) workforce development system. Local oversight i.e., local workforce boards, can provide employment and training services that are more responsive to the demands of local area employers than could any oversight system led by a single state board.

Sincerely,

Tammy Combs
Human Resources Manager

CC: Holly O'Brien, Regional Administrator ETA, USDOL

M.C.C.A.

Peter Baldacci, President
Penobscot County

Thomas Coward, Vice President
Cumberland County

Michael Cote, Secretary-Treasurer
York County

Maine County Commissioners Association
4 Gabriel Drive, Suite 2
Augusta, ME 04330
207-623-4697
www.mainecounties.org

Charles Pray
Executive Director

Lauren Haven
Office Manager

MAINE COUNTY COMMISSIONERS ASSOCIATION

August 18, 2017

The Honorable R. Alexander Acosta
U.S. Secretary of Labor
U.S. Department of Labor
200 Constitution Ave. NW
Washington, DC 20210

Dear Secretary Acosta:

I am writing on behalf of the Maine County Commissioner Association (MCCA) representing Maine's sixteen Counties in opposition to a request by Maine's Governor, the Honorable Paul R. LePage, seeking a "Single State Local Area Designation" under the Workforce Innovation & Opportunity Act (WIOA) program in a letter dated July 11th to you.

First, Maine Counties, the local chief elected authorities of the WIOA program in the State, were not notified of the request by the State to alter local area designation. Likewise, the Governor, nor the State's Commissioner of Labor, had reached out to the Local Workforce Boards themselves to confirm any of his concerns.

Second, we are concerned with a number of incorrect assumptions in the reasoning in seeking a changed designation.

Third, and foremost, it needs to be pointed out Maine's Local Areas were designated by the Governor on July 6, 2016 complying with the federal WIOA statute. However, there is no allowance in the statue for a Governor to deviate from initial designation even within a scope that would allow a waiver request. For this reason, the MCCA respectfully request you inform and advise Governor LePage his request fails to comply with the statue.

Finally, we also request USDOL to advise and direct the state of Maine to allocate the PY17 full annual WIOA funding to the local workforce areas so the Local Boards can carry out their statutory functions and meet local performance expectations.

We, the MCCA and the Local Workforce Boards, remain willing to meet with the Governor, his staff, and or the State's Commissioner of Labor to discuss any ideas or suggestions as to how services to the people of Maine can be improved under the WIOA.

Respectfully:

The Honorable Charles P. Pray
Executive Director
Maine County Commissioners Association

Cc: Vice President Michael Pence
Governor Paul LePage
Commissioner John Butera
Administrator Holly O'Brien, ETA Region 1
Commissioner Peter Baldacci, President, MCCA

U.S. Department of Labor

Employment and Training Administration
200 Constitution Avenue, N.W.
Washington, D.C. 20210

The Honorable Paul LePage
Governor of Maine
1 State House Station
Augusta, Maine 04333

Dear Governor LePage:

Thank you for your July 11, 2017 (copy enclosed) letter in which you requested to merge Maine's existing local workforce development areas into a single-local area encompassing the entire State. This letter constitutes the Employment and Training Administration's (ETA) response to your request.

ETA recognizes Maine's outreach to rural areas of the State as well as the challenges associated with serving rural communities. Unfortunately, we are unable to approve your request. WIOA Sec. 189(i)(3)(A)(i) explicitly prohibits the Secretary from waiving any statutory or regulatory requirements relating to the establishment and function of local areas and/or the allocation of funds to local areas. Additionally, 20 CFR 679.270(a) provides that only "[the] Governor of any State that was a single-State local area under the WIA as in effect on July 1, 2013 may designate the State as a single-State local area under WIOA." There are currently no statutory or regulatory procedures for a State with multiple local workforce development areas to become a single-area State.

If you have additional questions, please contact Holly O'Brien, Regional Administrator, at (617) 788-0170 or OBrien.Holly@dol.gov.

Sincerely,

Byron Zuidema
Deputy Assistant Secretary

Enclosure

cc:
John Butera, Commissioner, Maine Department of Labor
Holly O'Brien, Regional Administrator, ETA Boston Regional Office
Jeremy Dondlinger, Federal Project Officer, ETA Boston Regional Office

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Trump slaps down LePage's job training takeover bid

By Erin Rhoda, BDN Staff • September 5, 2017

Ashley L. Conti | BDN | BDN

Then-presidential nominee Donald Trump (right) talks with Gov. Paul LePage during a campaign rally on June 29 at the Cross Insurance Center in Bangor.

The Trump administration has rejected a request from the LePage administration to eliminate Maine's three business-led workforce boards that help coordinate regional job training programs for laid-off workers and other job seekers.

RELATED STORIES

Politicans say they want people to work, but they ignore this fast route to a job

In a letter dated July 11, Gov. Paul LePage asked U.S. Secretary of Labor Alexander Acosta to allow Maine to replace the current configuration with just one statewide entity that would oversee job training, supplemented with volunteer groups throughout the state that would provide information about local workforce needs.

Currently the three regional workforce boards led by businesses, which are based in Brunswick, Lewiston and Bangor, receive federal funding from the federal Workforce Innovation and Opportunity Act to pay for clients' job search assistance, career counseling, classroom training and on-the-job training. They don't receive state funding.

Between July 2015 and June 2016, 2,132 job seekers — 987 low-income adults, 546 laid-off workers and 599 youth — received some type of free, personalized help, according to the State Workforce Development Board's most recent annual report.

[How red tape blocks Mainers from this fast route to a job]

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By **Hilton**

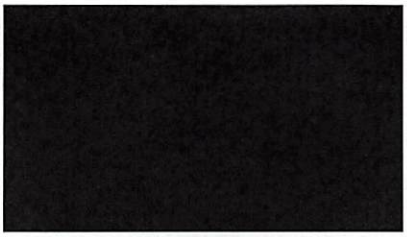
In his letter, LePage said replacing the three boards with one would free up money for skills training "versus being used for program administration by multiple pass-thru organizations."

He also argued that having a single board would allow the state to prioritize rural areas. "There is currently a geographic mismatch: industries in decline are disproportionately in rural regions while industries that are growing are disproportionately in cities," he wrote.

The U.S. Department of Labor denied LePage's request recently, saying in an undated letter obtained by the BDN that it did not have the authority to change Maine's workforce system structure.

"There are currently no statutory or regulatory procedures for a State with multiple local workforce development areas to become a single-entity State," wrote Byron Zuidema, deputy assistant secretary at the Employment and Training Administration.

Tim Sardano, deputy communications director at the Maine Department of Labor, said the department is disappointed by the decision and is now weighing its options.



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By **bareMinerals**

It is possible for the workforce boards to combine if it's done in a collaborative manner between the state and local regions, said Joanna Russell, executive director of the Northeastern Workforce Development Board. Her board is the result of a merger in July 2016 between two boards that separately served the Bangor region and Aroostook and Washington counties.

"They're able to do it if everyone is in harmony with that," Russell said. "There are steps that are outlined in the law that have to be followed, and ... to my knowledge, none of the steps were adhered to at all."

Each of the workforce boards, in addition to the Maine County Commissioners Association, opposed the governor's request, saying the LePage administration neither told them of its proposal nor reached out to them directly about any concerns with the current system's setup.

In a letter to the federal government, Coastal Counties Workforce Inc., which oversees training on behalf of Coastal Counties Workforce Board for job seekers in the midcoast and southern Maine, said the LePage administration's arguments in favor of consolidation were faulty.

If the state wanted to spend more of its federal funding on job seekers, it could do so by taking less for administrative, overhead and other purposes, it wrote. Of Maine's $9.4 million in Workforce Innovation and Opportunity Act funding for June 2016 to July 2017, the state Department of Labor retained nearly $2.3 million — about 24 percent — for overhead and other activities that are related to job training but do not directly benefit residents. Meanwhile, the local boards use 7.63 percent of the total funding for administrative purposes.

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"We contend that there are plenty of efficiencies to be had if the state looked internally," Coastal Counties wrote.

It also pointed out that the boards do more than handle one pot of federal money. Coastal Counties has administered $77.8 million in workforce funds since its

inception, with $34 million, or 44 percent, obtained through competitive grants.

"Regrettably, the Maine Department of Labor has failed to bring in competitive funding even close to our accomplishments. From our vantage point, the 7.63% of administrative funding we receive from WIOA has a substantial ROI for our region," it wrote.

In addition, the organization pointed out that rural areas already do receive more workforce funds than other regions on a per-person basis. "Built into the formulas are criteria that actually favor areas experiencing high-unemployment, declining manufacturing industries, concentrations of poverty and other factors," it wrote.

LePage proposed having volunteer groups provide feedback on local workforce conditions, but the current boards are already made up of volunteers, with some paid staff, said Michael Bourret, executive director of Coastal Counties Workforce Inc.

"How are you going to get volunteer boards with no staff?" Bourret said. "The only difference is you'd have state staff doing what we do. ... There's really no savings here."

In 2012, Gov. Paul LePage attempted to consolidate what were then four regional workforce boards into one. In addition, he proposed that eight regional chambers of commerce regularly convene businesses to discuss the skills they wanted their area job training programs to focus on.

The federal government didn't approve the request because of problems with state government's management of workforce funds. Also, LePage didn't have the support of local boards.

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Business

LePage rejects $8M, jeopardizing job training for thousands of unemployed

By Erin Rhoda, Special to the BDN • September 8, 2017

Ashley L. Conti | BDN

Gov. Paul LePage speaks to members of the community during a drug summit at Crosspoint Church in Bangor in July 2017.

Gov. Paul LePage has decided to withhold what is likely more than $8 million in federal funding from three regional boards that oversee job training services for low-income adults, laid-off workers and struggling young adults, according to a workforce development official.

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Politicans say they want people to work, but they ignore this fast route to a job

If the rejection of funding is finalized, it would mean the end of career counseling, job training and education, on-the-job training and work experience services that a couple thousand people across the state receive each year through their local career centers, said Joanna Russell, executive director of the business-led Northeastern Workforce Development Board, which manages the federal funding for job training services in Penobscot, Piscataquis, Hancock, Aroostook and Washington counties.

It would mean that people already attending classes, such as training courses to become medical assistants or welders, would have to end them within the coming weeks, as money to pay the tuition runs out. Maine's three workforce development boards, which convene businesses and education organizations to get unemployed and underemployed people into jobs, would close. And it would eliminate a major funding source for local organizations in each region that carry out the training.

"Given the success of our system in helping Mainers enter employment, the decision to turn away such critical funding is incomprehensible," said Antoinette Mancusi, deputy director of Coastal Counties Workforce Inc., based in Brunswick. It oversees training on behalf of Coastal Counties Workforce Board for job seekers in York, Cumberland, Sagadahoc, Lincoln, Waldo and Knox counties.

"What [LePage is] doing is collapsing a system that is helping unemployed people go back to work," Russell said. "This is unprecedented."

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Travel Consultants: This Planned Proposal in Versailles Takes the Cake

By **Hilton**

Currently the three regional workforce boards, which are all led by businesses, receive funding from the federal Workforce Innovation and Opportunity Act to pay for clients' job-help services. They don't receive state funding. LePage has tried twice to replace the boards with one statewide board, most recently on July 11, and both times the federal government **has rejected** his request because he didn't work in collaboration with local decisionmakers, the U.S. Department of Labor said.

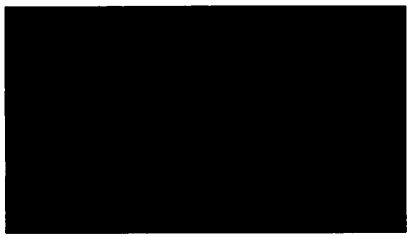
LePage's decision to withhold the federal workforce development funding appears to be a response to the most recent rejection from the U.S. Department of Labor to form one statewide board.

"He just wants to send [the money] back because he didn't get his way," said Michael Bourret, executive director of Coastal Counties Workforce Inc. "The sad

part of this whole thing is the losers are the job seekers. The losers are the employers who need their workers to be trained. It's very embarrassing, frankly."

The news that Maine would not use the already-allocated workforce development funds came in the form of a courtesy phone call from Ed Upham, director of the Bureau of Employment Services at the Maine Department of Labor, to Russell, at the Northeastern Workforce Development Board, on Friday, Russell said. Upham told her that LePage had sent a letter to the federal government informing it that the state would no longer participate in WIOA Title 1B, which governs the workforce boards' activities.

The LePage administration has not announced its decision publicly and did not return three phone calls and an email from the BDN Friday afternoon. The U.S. Department of Labor confirmed that it received LePage's letter but declined to comment on it.



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By **TBS**

Russell said it was too early to determine how the workforce boards or the federal government would respond.

"This doesn't mean everybody's going to lay down and give up, for God's sake. We've got to try to explore every avenue," she said. "At the end of the day we cannot allow our students to have to drop out of job training because we can't afford to lose them."

Between July 2015 and June 2016, 2,132 job seekers — 987 low-income adults, 546 laid-off workers and 599 youth — received some type of free, personalized help with learning a marketable skill. Typically the state has received about **$9 million in federal funds** each year. Given that programs have already begun this year, Russell estimated Maine would lose roughly $8 million.

The boards compete for additional grants to help job seekers, and their WIOA funds pool with a wider array of funding for career center clients. Without one major source of funds, the other services will suffer or disappear, Bourret said.

"These funds are woven together," he said. "I'm not sure you can just eliminate one [funding source] and leave the others intact."

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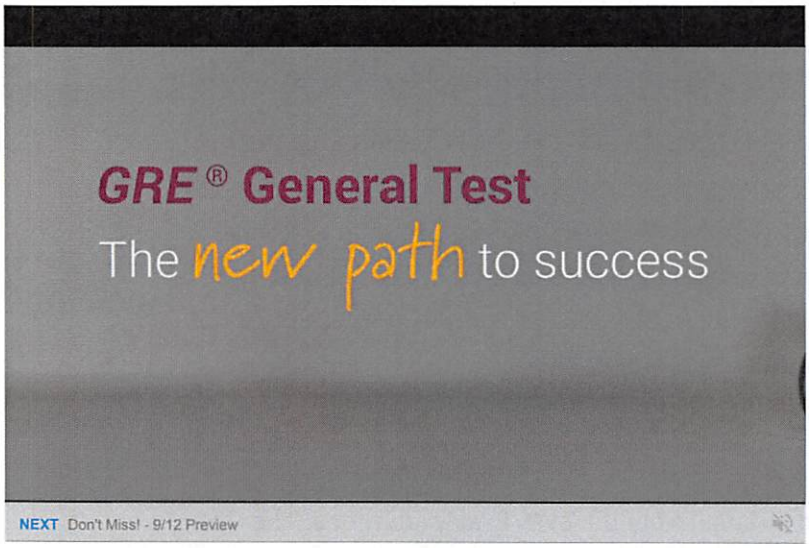

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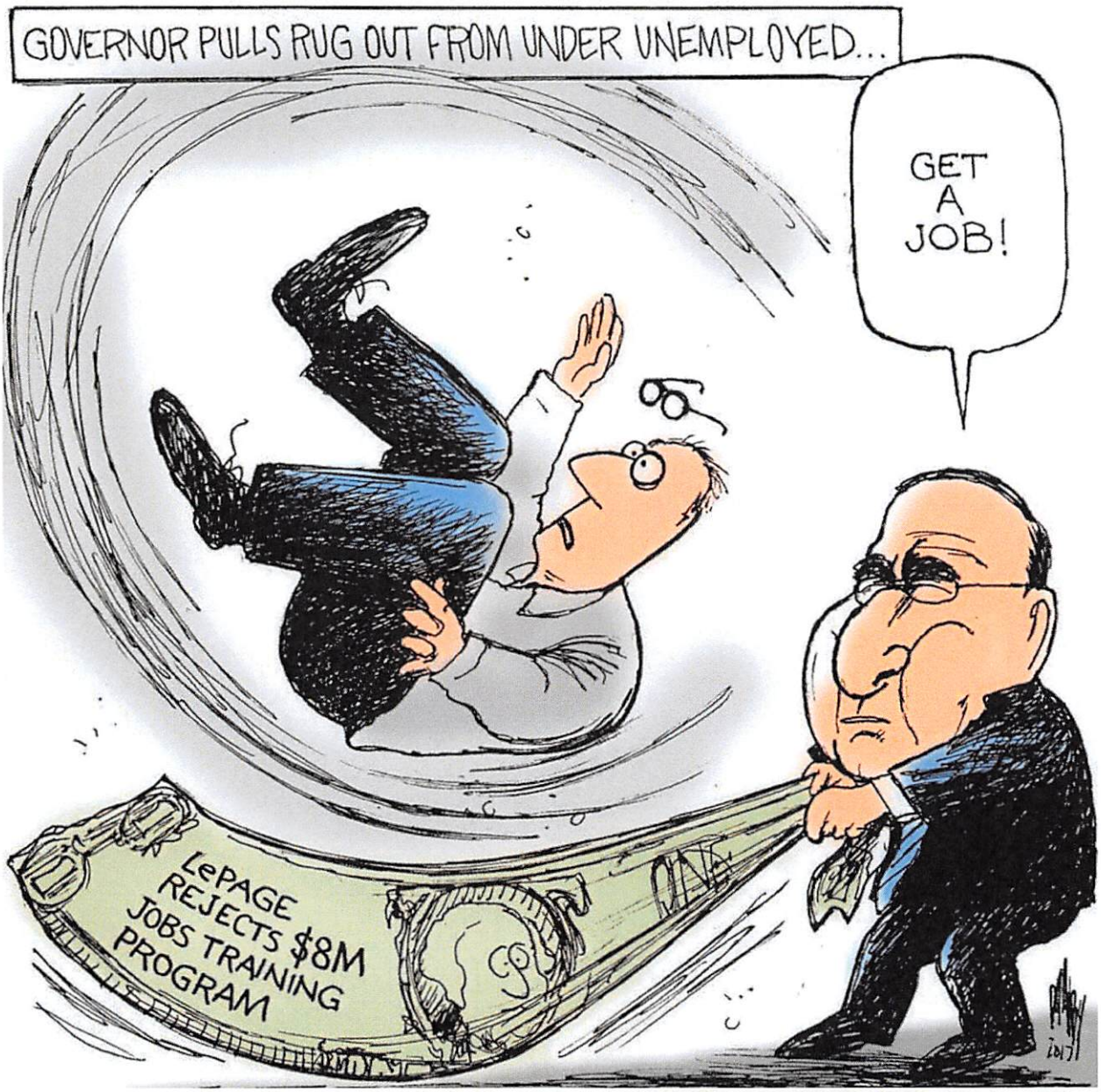
GOVERNOR PULLS RUG OUT FROM UNDER UNEMPLOYED...
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LePAGE REJECTS $8M JOBS TRAINING PROGRAM

Washington Examiner

Tuesday, September 12, 2017

Gov. Paul LePage dispute with Labor Department puts Maine job funds on hold

by Sean Higgins | Sep 11, 2017, 7:04 PM

Maine governor wanted more control over how federal workforce training money is spent. (AP Photo/Manuel Balce Ceneta)

A dispute between Maine Gov. Paul LePage and the Labor Department has resulted in the governor refusing to accept more than $8 million in federal workforce training funds for the state.

LePage wanted more control over how the funds were spent, which the government agency rejected. In response, the governor is declining to spend the funds until the department relents.

Laura Hudson, spokeswoman for the Maine Department of Labor, disputed reports that the funds, part of the federal Workforce Innovation and Opportunity Act, had been rejected but confirmed that the governor has put them on hold. "He has opted that the state will not add an additional layer of overhead that takes money out of occupational training. We will work with the U.S. Department of Labor to identify the manner in which the federal government can continue to provide this job training funding to Maine with only one layer of administrative costs," Hudson told the *Washington Examiner*.

"The governor's decision will achieve his objective of getting more resources into the hands of Mainers in need of training and workforce development. We are awaiting next steps from [the Labor Department," she said.

The potential recipients of the funds are not pleased with the impasse. "There are a lot of people who are mystified by the actions of the governor's office. A lot of folks will go without the training they need to seek jobs and a lot of business will go without the workers they need," said Mike Bourret, executive director of the nonprofit Coastal Counties Workforce Board.

The Republican governor for years has sought to restructure the way the state spends the funding it receives under the act, which is divided among three nonprofit local boards run by state business: the Coastal Counties Workforce Board, the Central Western Maine Workforce Investment Board and the Northeastern Workforce Development Board, a structure that dates to when the act was created in 1998. LePage asked the Obama administration in 2012 to consolidate the three into a single, statewide board but was turned down.

He tried again under the current administration, telling Labor Secretary Alexander Acosta in a July letter that "because the federal funding formula requires we allocate the funds by population, we hurt our ability to target the investment in the rural areas that need the help the most." The department again rejected the request, saying that the act "explicitly prohibits the secretary from waiving any statutory or regulatory requirements."

Hudson said the governor has long tried to shrink "the size and scope of government" and eliminate the layers of bureaucracy that dilute the funds but has been stymied by federal mandates. "Several of the governor's initiatives have resulted in more money going into training; however, the Obama administration blocked efforts at signi cant reform," she said.

LePage should help strengthen job training, not weaken it

By Contributed • September 11, 2017

There is an opening for the LePage administration to make improvements to the state's job training system. With a declining labor force, Maine employers face a crunch: They need people who have dropped out of the workforce to rejoin it.

Many people who don't have jobs or aren't currently looking for them, however, are likely among the most difficult to employ. They may have felony records, live in poverty or not have a high school degree. It's precisely the role of job training to help get them ready for the workplace.

Instead of asking the three boards that oversee regional job training efforts what they need to help job seekers with a wide range of challenges, however, the LePage administration proposed to dismantle them and then defund them.

Without alerting the workforce boards beforehand of any concerns, LePage petitioned the Trump administration to allow him to replace them with just one statewide entity that would oversee job training, supplemented with volunteer groups throughout the state that would provide information about local workforce needs.

They are currently funded with federal money from the Workforce Innovation and Opportunity Act, not state funds.

On the surface it sounded like a good idea: reduce administrative redundancy and put the savings toward preparing future workers. But the reality is that the move wouldn't save much money, if it saved any at all.

That's because the workforce boards are already made up of volunteers, with some paid staff. If LePage expected volunteers or current state employees to do the work of full-time staff, he would be setting the boards up for failure. Getting rid of staff would also eliminate the very people capable of drawing down more money for direct services for job seekers — something the state hasn't done to the same degree.

For example, Coastal Counties Workforce Inc., which oversees training on behalf of the Coastal Counties Workforce Board for job seekers in the midcoast and southern

Maine, has administered a total of $77.8 million in workforce funds since its inception, with 44 percent of that sum obtained through competitive grants.

"Regrettably, the Maine Department of Labor has failed to bring in competitive funding even close to our accomplishments," Coastal Counties, based in Brunswick, wrote to the federal government after learning of LePage's proposal to eliminate its board.

Thankfully, the U.S. Department of Labor rejected LePage's proposal. It simply didn't have the legal authority to get rid of local boards, it said. Consolidation is possible, however, and has been done before. It just can't be done by fiat: It requires the state to collaborate with local boards.

If LePage tried this tactic, he might find ways to ultimately help, rather than hurt, people in need of a job. But instead he responded by writing a letter to the federal government to say Maine would reject funding for the workforce boards entirely — likely $8 million per year. If finalized, the move would end the career counseling, job training and education, on-the-job training and work experience services that a couple thousand people across the state receive each year through their local career centers.

Maine's job training system is underused, and there are several reasons why. The workforce boards are restricted in whom they can serve; their performance standards make it more difficult for them to help job seekers with many challenges; and the system is set up with lots of controls, which means it's difficult for it to shift quickly. In addition, federal funding declined 38 percent between fiscal years 2001 and 2016; the state provides no money to make up the difference.

If LePage wants to do something productive, he could tackle these challenges together with the people on the ground who are trying to make a complicated system work every day for people in need.

Speaker of Maine House asks LePage to reconsider and accept federal workforce funds

www.pressherald.com/2017/09/11/maine-house-speaker-asks-lepage-to-reconsider-and-accept-federal-workforce-funds/

By Scott Thistle

House Speaker Sara Gideon is urging Gov. Paul LePage to reconsider his decision to reject about $8 million in federal workforce development funds intended to help unemployed Mainers gain new skills and jobs.

Gideon, a Democrat from Freeport, said in a statement Monday that the funding from the federal Workforce Innovation and Opportunity Act helps low-income adults, laid-off workers and struggling youth. The federal funding currently flows to workforce development boards in Brunswick, Lewiston and Bangor that serve a total of roughly 2,200 people.

The LePage administration said the characterization that the governor rejected the funding was "categorically untrue."

"Reducing the size and scope of government and aiming to get more resources directly to Mainers has always been Governor LePage's goal," Laura Hudson, director of communications for the Maine Department of Labor, said in a statement. "He has not 'rejected' the $8 million in Workforce Innovation and Opportunity Act (WIOA) funds.

"He has opted that the state will not add an additional layer of overhead that takes money out of occupational training. We will work with the U.S. Department of Labor to identify the manner in which the federal government can continue to provide this job training funding to Maine with only one layer of administrative costs."

The disagreement over the funding appears to stem from the Republican governor's desire to consolidate the workforce boards under one statewide agency.

In a July letter, LePage had asked the Trump administration to allow the state to use the funding to create one unified workforce development system. He argued that under federal rules and law, the money disproportionately flows to densely populated areas even though Maine's workforce development issues are more pressing in rural parts of the state.

"Flexibility is needed to respond to our economic and workforce challenges," LePage wrote in the letter. "The Workforce Innovation and Opportunity Act's grandfathering of an antiquated structure have made it exceptionally difficult to respond to the specific needs of our state."

Michael Bourret, the executive director of Coastal Counties Workforce, Inc. in Brunswick, said leaders of the three workforce boards that receive funding in Maine were told last week by the U.S. Department of Labor that the state would no longer accept the federal money after Labor Secretary R. Alexander Acosta denied the governor's request. Coastal Counties Workforce, Inc. serves people in York, Cumberland, Sagadahoc, Lincoln, Waldo and Knox counties.

Bourret said Monday that LePage has been trying since 2012 to consolidate the workforce boards into one statewide agency based in Augusta, but that he was rejected twice by the administration of former President Obama and now by the Trump administration.

In the statement, the Maine Department of Labor blamed the Obama administration for blocking LePage's efforts to consolidate the workforce boards.

"Several of the governor's initiatives have resulted in more money going into training; however, the Obama administration blocked efforts at significant reform," the statement said. "The governor's decision will achieve his

objective of getting more resources into the hands of Mainers in need of training and workforce development. We are awaiting next steps from USDOL."

Bourret said the three workforce boards in Maine help a total of about 2,200 workers each year. Those workers range from veterans to immigrants to the low-income or displaced workers who have lost jobs through no fault of their own and need new skills.

He also said that the boards use the federal funding to draw down additional grants and other support that compounds the value and the reach of that funding. Less than 8 percent of the federal funding they receive goes toward administration or overhead costs, while about 25 percent of the federal funding the state receives for workforce development goes to administrative costs, Bourret said.

Bourret also said the model of regional workforce development boards is one that has been in place since the administration of President Reagan and has been well supported by Congress as an effective public-private partnership that connects workers with employers and helps get workers the skills they need for those employers. No other state has just a single or centrally located workforce agency, Bourret said. "There are about 500 workforce development boards around the country, not just 50," he said.

"He didn't get his way and he's angry about that," Bourret said of LePage. "So he is going to pull the money and not take the money and basically eliminate the system that we have."

Bourret said he also had confirmed with the U.S. Department of Labor that LePage was asking to reject the federal funds.

Bourett said those who work for the workforce boards will "land on our feet one way or another, but what I'm concerned about is the workers and the job-seekers and the employers," he said. "Take us out of the equation and the cry for workforce skills becomes even louder."

According to Gideon's statement, the loss of funding would affect thousands of Mainers utilizing local career centers for employment counseling, job training and education, on-the-job training and work experience services.

"We all agree the best pathway out of poverty is a good-paying job," Gideon said in the statement. "The decision to forfeit these dollars is reckless and harmful to Maine's people and Maine's economy. I urge Gov. LePage and his administration to reconsider their decision."

Katie Mae Simpson, executive director of the Maine Democratic Party, also took aim at LePage.

"Paul LePage likes to claim that he is a champion for working class Maine people, but his words are nothing more than empty rhetoric," Simpson said in a statement Monday. "His rejection of these crucial federal funds for job training programs once again shows that Paul LePage puts ideology ahead of the needs of Maine people."

Scott Thistle can be contacted at 791-6330 or at:

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COASTAL COUNTIES
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Subject: Youth Services For Formula WIOA Programs

Purpose: To transmit Coastal Counties' policy on Youth Services

Statutory Authority: WIOA §126-129; WIOA §3(36); 20 CFR §681.200 - §681.220; §681.250; §681.270; §681.300 - §681.310; §681.410; §681.460 – §681.470; §681.490 - §681.560; §681.580 - §681.600; §681.650; Maine Department of Labor Policy PY16-05

Action: WIOA Service providers are required to adhere to all policies and guidelines set forth in the policy below.

Effective Date:

Revision Date(s): N/A

Expiration Date: Indefinite

The goal of the Coastal Counties Local Board is to provide comprehensive wrap-around services for all WIOA youth activities within the region including outreach, intake and eligibility, assessment, plan development, job placement and follow-up services through the local CareerCenters and Workforce Solutions Centers consistent with both WIOA, WIOA regulations and regional needs in addition to direction disseminated through TEGL's and MDOL policies.

I. Youth Barriers:
In addition to school status, age, and wage eligibility criteria, all youth receiving services must meet the definition of either "in-school" or "out-of-school" youth as outline in WIOA §129(a)(1)(B) - (C) and further delineated in WIOA Final Regulations §681.210, §681.220, §681.250. For purposes of this policy, the terms of each are outline below:

A. **In-School Youth (ISY):** An ISY is an individual who is attending school (as defined by State law); not younger than age 14 or older than age 21 (unless the individual has a disability and is attending school under State law); a low-income individual; and one or more of the following apply:

1) Basic skills deficient;
2) An English language learner;
3) An offender;
4) A homeless individual aged 14 to 21 who meets the criteria defined in sec. 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), a homeless child or youth aged

Comment [SO1]: New Youth barrier

14 to 21 who meets the criteria defined in sec. 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2), or a runaway;
5) An individual in foster care or who has aged out of the foster care system or who has attained 16 years of age and left foster care for kinship guardianship or adoption, a child eligible for assistance under sec. 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement;
6) An individual who is pregnant or parenting;
7) An individual with a disability; or
8) An individual who requires additional assistance to complete an educational program or to secure or hold employment.

Note: In addition to meeting the basic criteria i.e., low income test, an in-School Youth must meet one of the above 8 criteria unless they require additional assistance (see section C below).

WIOA sec. 3(36) defines a low-income individual to include an individual who receives (or is eligible to receive) a free or reduced price lunch under the Richard B. Russell National School Lunch Act.

B. **Out-of-School Youth (OSY):** An OSY is an individual who is not attending any school (as defined by State law); not younger than age 16 or older than age 24; and one or more of the following:
1) A school dropout;
2) A youth who is within the age of compulsory school attendance, but has not attended school for at least the most recent complete school year calendar quarter (as defined by the local school district);
3) An offender;
4) A recipient of a secondary school diploma or its recognized equivalent who is a low-income individual and is either basic skills deficient or an English language learner;
5) A homeless individual aged 16 to 24 who meets the criteria defined in sec. 41403(6) of the Violence Against Women Act of 1994 (42 U.S.C. 14043e–2(6)), a homeless child or youth aged 16 to 24 who meets the criteria defined in sec. 725(2) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(2)) or a runaway;
6) Individual in foster care or who has aged out of the foster care system or who has attained 16 years of age and left foster care for kinship guardianship or adoption, a child eligible for assistance under sec. 477 of the Social Security Act (42 U.S.C. 677), or in an out-of-home placement;
7) An individual who is pregnant or parenting; or
8) A youth who is an individual with a disability;
9) A low-income individual who requires additional assistance to enter or complete an educational program or to secure or hold employment.

Unless specified, youth meeting one of the above 7 criteria do not have to meet the low income test. However, the low income test applies to Out-of-School Youth who are either:

1) A recipient of a secondary school diploma or its recognized equivalent and
2) Is basic skills deficient or an English language learner or
3) Who requires additional assistance (as defined below) to enter or complete an educational program or to secure or hold employment

Comment [SO2]: New age range for out-of-school youth

Comment [SO3]: New Youth barrier

Comment [SO4]: No income eligibility for most out-of-school youth

NOTE: Minimally, the WIOA Youth service provider shall spend at least 75% of youth funds on out-of-school youth.

C. **Requires Additional Assistance:** Coastal Counties Workforce Board's definition of *"requires additional assistance"* is as follows: youth with an immediate family member who is incarcerated; youth dealing with substance abuse issues or parents who have had a history or currently have issues with substance abuse; youth who live in rural areas with lack of resources, including transportation. In the case of In-School Youth, not more than five percent of the newly enrolled in a given program year may be eligible solely based on the *"requires additional assistance"* barrier (without meeting the low income criteria) to "complete an educational program or to secure or hold employment" criterion.

Comment [SO5]: New locally identified Youth barriers

~~C.~~D. **Documentation:** in order to substantiate the above barriers, the Board requires the WIOA Youth service provider to keep record, both in paper and electronic case files, by using the chart below:

Barrier	Documentation
1. Youth with immediate family member who is incarcerated	Public court records; Self-attestation
2. Youth dealing with substance abuse or immediate family members who have had a history or currently have issues with substance abuse	Documentation from mental health or rehabilitation facility; Self-attestation
3. Youth who have a lack of resources, both community based and individual For purposes of this section, "lack of resources" means less than sufficient amount of financial and community resources to aid the individual in finding and/or keeping employment.	Record of address; Self-attestation

II. Outreach:
Youth Employment Counselors primary duties include providing direct support to both internal and external youth program activities. Youth enrollments will reflect youth being served throughout the entire geographic area of the region. Efforts will be made by Service Provider(s) throughout their service delivery area to ensure youth are made aware of services and to recruit youth participants. Outreach is conducted through presentations to community partners that include but are not limited to secondary schools, alternative schools, business community, Adult Education, juvenile justice facilities/staff, social service agencies serving youth with barriers (i.e. homeless shelters, housing authorities, YouthBuild, etc.) Additionally youth are recruited from the Information Centers found in CareerCenters and Workforce Solutions Centers.

III. Partnership Agreements:
The Workforce Solutions Centers will continue to build working partnerships with community based youth serving programs. The Youth Services Team will meet regularly and reach out to the entire region to include partners and providers who serve, refer, and employ youth and young adults. Collaboration

Agreements with a variety of youth serving programs such as the Greater Portland Workforce Initiative, Portland Jobs Alliance, Southern Maine Youth Transition Network (SMYTN), Long Creek Youth Development Center, CA$H Coalition of Greater Portland, and others will continue as the mechanism to reflect these partnerships. Youth services follow statewide agreements that are developed through MDOL and other state departments in addition to more localized letters of support/agreements.

By developing "systemic" agreements with other major programs, the Board will create a sustainable capacity in the region to deliver coordinated services to a larger segment of the eligible youth population without duplication.

IV. Designated Staff Approach:
Designated staff members work with eligible youth populations to provide services that are comprehensive and fully integrated. Youth have access to all services found at the CareerCenters/Workforce Solutions Centers and work directly with youth designated staff for intensive case management and goal setting.

V. Out-of-School Youth Focus:
In accordance with WIOA §129(a)(4), Coastal Counties focuses on providing services to out-of-school youth. This Area follows and adopts the ETA vision that, *"[f]or any program year, not less than 75 percent of the funds allotted under section 127(b)(1)(C)...shall be used to provide youth workforce investment activities for out-of-school youth."*

This Area's Workforce Board believes that in-school youth are at a higher risk than in-school youth and as such, greater focus on this out-of school population is critical. WIOA youth programming can be the resource to re-engage the disengaged youth in our region. Although on a limited basis, in-school youth are, however, eligible for services and are also enrolled with an emphasis on serving youth attending alternative secondary schools.

VI. Work Readiness:
To make services comprehensive in nature, youth also have the opportunity to develop work readiness skills that are crucial for success in the workforce. Youth will participate in work readiness training provided by the youth staff in groups or individually dependent on the youth's needs and timing for entering the system.

Work readiness training combined with paid and unpaid work experiences, On-the-Job Training, Apprenticeship, Occupational Skills Training and/or Post-Secondary Training will prepare youth to achieve long term economic self-sufficiency through work. Youth will have access to state recognized Work Readiness Credentials as appropriate.

VII. Comprehensive Services:
Youth plans are comprehensive and include basic skills assessments, work readiness skills, and training needs. These goals will be achieved through one or more of the activities listed above. Youth also have access to mentoring, tutoring, support services, alternative education, leadership development, summer employment opportunities directly linked to academic and occupational learning, follow-up services, alternative secondary school services, and comprehensive guidance and counseling, which may include drug and alcohol abuse counseling and referrals as appropriate. These activities are available on site or through community partnerships throughout the area. For activities not directly provided by the WIA Service Provider, Youth are referred to appropriate services available through other entities.

~~I.~~ **VIII. Youth Program Elements:**

In accordance with WIOA and "…to support the attainment of a secondary school diploma or its recognized equivalent, entry into postsecondary education, and career readiness for participant," the Coastal Counties WIOA service provider(s) shall offer or provide elements of programming consistent with the following:

1. Tutoring, study skills training, instruction, and evidence-based dropout prevention and recovery strategies that lead to completion of the requirements for a secondary school diploma or its recognized equivalent, or for a recognized postsecondary credential;
2. Alternative secondary school services, or dropout recovery services, as appropriate;
3. Paid and unpaid work experiences that have as a component academic and occupational education;
4. Occupational skill training, which shall include priority consideration for training programs that lead to recognized postsecondary credentials that are aligned with in-demand industry sectors or occupations in the local area;
5. Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster;
~~5.~~6. Leadership development opportunities;
~~6.~~7. Supportive services;
~~7.~~8. Adult mentoring;
~~8.~~9. Follow-up services;
~~9.~~10. Comprehensive guidance and counseling;
11. Financial literacy education;
12. Entrepreneurial skills training;
13. Services that provide labor market and employment information about in-demand industry sectors or occupational available in the local area;
14. Activities that help youth prepare for and transition to postsecondary education and training

~~H.~~IX. **Follow-up Services:**

Once a youth participant has formally "exited" from the youth program, follow-up services shall be provided for at least "…12 months unless the participant declines to receive follow-up services or the participant cannot be located or contacted." Follow-up services must include more than one contact attempt and all outcomes thoroughly documented in the case file and Maine Job Link. Follow-up services may include: supportive services; adult mentoring; financial literacy education; services that provide labor market and employment information about in-demand industry sectors or occupations available in the local area; activities that help youth prepare for and transition to postsecondary education and training; other services that align with their individual service strategy.

X. **Work Experience Priority:**

Minimally, at least 20% of funds allocated to Youth programming will be spent on paid and unpaid work experiences. The definition of work experience is as follows: "…planned, structured learning experience[s] that take place in a workplace for a limited period of time. Work experiences may be paid or unpaid, as appropriate…work experiences must include academic and occupational education."

~~IX.~~XI. **Information and Referrals:**

The Coastal Counties Workforce Board requires that the WIOA service provider(s) advise each participant on the full array of services available through the local board and other one-stop partners.

Comment [SO6]: An additional five Youth program elements were added.

Comment [SO7]: Youth now able to decline or be recognized as unable to locate/contact

Comment [SO8]: New priority on work experience

This includes co-enrollment opportunities and referral to appropriate training and educational programs that have the capacity to serve the participant either on a sequential or concurrent basis. Moreover, for those individuals who are deemed ineligible to receive WIOA services, service provider(s) shall refer the individual for further assessment, as necessary, to appropriate programs to meet the basic skills and training needs of the applicant.

~~X.~~XII. **Involvement of Parents/Guardians and Members of the Community:**

Parents/guardians are highly encouraged to actively participant in the youth's service strategy and program delivery as deemed appropriate by the youth's career counselor.

For individuals seeking to be involved in the design and implementation of local youth programming, the Coastal Counties Workforce Board actively seeks membership to the Youth Standing Committee. For those interested, please contact Coastal Counties Workforce, Inc. for more information regarding becoming an active member. Furthermore, community members are encouraged to act as mentors, tutors and to provide input on program design during open Board meetings.

LWIB Approved: _____

Incumbent Worker Training (IWT):

Incumbent worker training is designed to meet the special requirements of an employer (including a group of employers) to retain a skilled workforce by increasing the competiveness of the employer or avert the need to lay off employees by assisting the workers in obtaining the skills necessary to retain employment (i.e., increasing the competitiveness of the employee or employer). In addition, IWT can only be conducted with a commitment by the employer(s) to retain the incumbent worker(s) trained.

Incumbent worker training may also be an appropriate service that would help an individual move up a career ladder within an apprenticeship program. This in turn allows businesses to remain competitive, become more productive and increase job opportunities for local residents.

Pursuant to 20 CFR § 680.800, and priority of service protocol this board has decided to allow up to 10% of the combined Adult and Dislocated Worker allocation for IWT.

a) Employer Eligibility Criteria:
In order to utilize the IWT option, the employer(s):

- must commit to retain employees trained and,
- must affirm that the training is necessary for employee retention (i.e., averting a layoff) or increasing the competiveness of the employer/employee thereby making it possible to retain current employees.

Additionally, the following must also apply:

- the training must maximize performance, productivity, use of technology and/or global competitiveness, and
- the training must provide employees with access to new career opportunities within a business; or
- the training will create new opportunities for entry-level workers through the promotion of existing workers

b) Employee Eligibility Criteria:
The incumbent worker must meet the requirements established in § 680.780: Namely:

- the incumbent worker needs to be employed;
- meet the Fair Labor Standards Act requirements for an employer-employee relationship; and
- have an established employment history with the employer for 6 months or more (except in the event that the incumbent worker training is being provided to a cohort of employees. In such cases, not every employee in the cohort must have an established employment history with the employer for 6 months or more as long as a majority of those employees being trained do meet the employment history requirement).

Importantly, an incumbent worker does not fall within the definition of participant for purposes of WIOA title I[1] (20 CFR 677.150(a)) unless they are also receiving other services under those programs. Therefore, they do not have to meet the eligibility criteria for WIOA title I adult and dislocated worker programs.

[1] See page **56154,** 20 CFR Parts 603, 651, 652, et al. Workforce Innovation and Opportunity Act; Final Rule for USDOL commentary. At the time of this writing, despite USDOL commentary on point at page 56154, 20 CFR 677.150(a) failed to contain any mention of incumbent worker although the commentary stated it would.

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COASTAL COUNTIES WORKFORCE, INC.
Your partner in business development and economic prosperity...

Coastal Counties Workforce Board
Regional Plan Goals 2017

Antoinette Mancusi, Deputy Director

Goals

Simplicity is the ultimate sophistication…

Leonardo da Vinci

Goals

1. Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.
2. Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.
3. Regional workforce system partners align and integrate services and resources to create a "no wrong door" employment and training network easily accessed by workers and employers.

GOAL 1: Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.

Strategy 1: Develop and deploy a data-driven, collaborative, and replicable model for identifying and addressing existing and emerging, in-demand sector needs.	
Tasks:	1. Utilize EMSI, Labor Market Information (LMI), and Sector-Based Research. 2. Deploy industry Fact Sheets. 3. Update LMI on Fact Sheets twice a year.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 1: Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.

Strategy 2: Assess employer needs for upgrading their current (incumbent) workforce and develop an approach for making training available.	
Tasks:	1. Meet with key employers within each sector to determine training needed to upskill the workforce within their organization or industry; 2. Implement Incumbent Worker and customized training options 3. Collaborate with Maine Quality Center 4. Work with MDOL to establish sound WIOA policy

COASTAL COUNTIES WORKFORCE, INC.

GOAL 1: Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.

Strategy 3: Coordinate and align the four core partners' outreach / response to business needs with other business service providers in the region.	
Tasks:	1. Business Staff (i.e., BES & BSR) Process Manual developed to address the need to efficiently and collaboratively help employers and their workforce needs. 2. Through OSO and CORE group ensure that integration work covers Business Services.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 1: Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.

Strategy 4: Collaborate with other professional boards, groups, chambers, and associations, etc. in the region to connect and leverage workforce development opportunities.

Tasks:

1. A quarterly training/meeting to occur, bringing BES & BSR staff together for the CCWI region;
2. System partners to input employer data on Maine Job Link (MJL) employer notes;
3. Establish a way that Adult Ed and Voc. Rehab can have access to MJL to track employer relationships;
4. When relevant, participate on:
   - Maine Health Care Workforce Forum
   - SMCC Health Advisory Committee
   - Maine Association of Manufacturing Committee
   - Chambers of Commerce
   - Maine Biz events

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 1: Outreach to, and ensure priority of service for recipients of public assistance, low-income individuals, individuals who are basic skills deficient, and veterans.

Tasks:

1. Through collective workgroups (i.e. community partners: Adult Education Workgroup, GPWI, New Ventures, CBOs, etc.), CCWI further promotes collaboration to organize resources and leverage opportunities

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 2: Grow and diversify the labor force available to meet demand from employers for skilled workers through improved access by, and engagement of people with disabilities, New Mainers (i.e., immigrants), veterans, out-of-school youth, and older workers.

Tasks:	1. Target current funding and explore other grants; 2. Blend resources when possible (apprenticeship, CSSP, etc.); 3. The OSO working with the CORE group and COG works to address integration concerns. Alignment through a common referral form is a first step.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 3: Collaborate with education providers to respond to worker skill needs as identified by business and employers, and develop career and education pathways leading to industry-recognized or post-secondary credentials.

Tasks:	1. Community College System and Adult Education (i.e., WIOA workgroup) develop course offerings aligned with the needs of the employer community/regional plan. 2. Quality Center programs work with us on industry related training. 3. Adult Education is engaged to offer remedial courses for participants to prepare for both TechHire and WIOA. 4. Adult Education joins our OSO-CORE group.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 4: Increase access to workforce services across a broader geographic area by utilizing Workforce Solutions Sites (i.e., itinerate sites), Workforce Solutions Centers in addition to the One-Stop and CareerCenters Adult Eds.	
Tasks:	1. Workforce Solutions staff are mobile and meet at locations convenient to participants; 2. Consider lease options for Workforce Solutions sites; 3. Review the feasibility of itinerate sites on a case-by-case basis as needs are presented.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 5: Develop and deploy work-based strategies for job seekers, including but not limited to employed and incumbent worker training, transitional jobs, work experience, on-the-job training, and customized training.	
Tasks:	1. Leverage relationships via Educate Maine for paid internships in IT. 2. Implement work based training strategies. 3. Develop pathway strategies with employers.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 2: Job seekers and current workers easily access and participate in workforce services relevant and appropriate to their career goals and align them with the skilled workforce needs of the local economy.

Strategy 6: Increase coordination and collaboration between Business Services Representative and Case Managers across programs/silos to refer job seekers to in-demand employment opportunities.	
Tasks:	1. OSO, CORE partners and COG meet to discuss business interaction and develop local "teams" to coordinate efforts around business engagement. 2. OSO and CORE partners develop business services training for staff.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 3: Regional workforce system partners align and integrate services and resources to create a "no wrong door" employment and training network easily accessed by workers and employers.

Strategy 1: Establish One-Stop Operator (OSO)	
Tasks:	1. RFP for and contract with OSO entity.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 3: Regional workforce system partners align and integrate services and resources to create a "no wrong door" employment and training network easily accessed by workers and employers.

Strategy 2: Through OSO, develop a Memorandum of Understanding (MOU).	
Tasks:	1. Convene core partners (CCWI, MDOL, VR, Adult Ed, etc.) and develop a Memorandum of Understanding (MOU) regarding alignment of resources, coordination of referrals, co-enrollment, and communication between and among core partners, job seekers, and employers.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 3: Regional workforce system partners align and integrate services and resources to create a "no wrong door" employment and training network easily accessed by workers and employers.

Strategy 3: Implement MJL (i.e., state's database) tracking and reporting mechanisms for meeting performance accountability measures. The system, a statewide MIS is currently used for case management between Wagner-Peyser and WIOA services.	
Tasks:	1. MJL became active as of July 2016. Work with MDOL to diagnose MJL deployment issues. 2. Negotiated cost sharing with state for MJL.

COASTAL COUNTIES WORKFORCE, INC.

GOAL 3: Regional workforce system partners align and integrate services and resources to create a "no wrong door" employment and training network easily accessed by workers and employers.

Strategy 4: Through OSO, develop and deploy One-Stop certification.	
Tasks:	1. Ensure the continuous improvement of core partner services through the system and ensures that these partners meet the employment needs of local employers, workers, and job seekers. 2. Working off the SWDB policy regarding One-Stop Certification, CCWI will work with its OSO to create locally relevant policy, in line with the local plan. 3. Certify local One-Stop.

Acronyms for Strategies Presentation

EMSI—Economic Modeling Services

LMI—Labor Market Information

Greater Portland Workforce Initiative—GPWI

Community Based Organizations —CBO

One Stop Operator —OSO

Coastal Operators Group—COG

Competitive Skills Scholarship Program—CSSP

Memorandum of Understanding—MOU

Maine Department of Labor—MDOL

Vocational Rehabilitation—VR