

# CCWI BOARD OF DIRECTORS' MEETING

Friday, January 20, 2017  
CCWI Administrative Office

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

## AGENDA

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

II. **Review / Approve Draft Minutes**

Consideration of Action to Approve the Draft Minutes of November 18, 2016

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

III. **Officer Elections**

Chair

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

Vice Chair

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

Secretary/Treasurer

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

IV. **CCWI Administrative Financial Report**

Consideration of Action to Review and File the Financial Report dated December 2016

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

V. **Review and Approval of Audit**

Consideration of Action to Approve of 2016 Audit

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

VI. **CCWB Board Membership Update**

Resignation

Jennifer McKenna

New Recommendations

Shannon Kashinsky

Anthony Sirois

Renewals

Joni Boissonneault

Julie Chase

Samantha Fenderson

Consideration of Action to Approve Appointment to Workforce Board as recommended

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

V. **Executive Director’s Report** – *Michael Bourret, CCWI Executive Director*

- a) Status of Letter to State on Financial Monitoring
- b) Status of TechHire Grant
- c) Recent RFP’s (Bootcamp, Career Coach, MAIN, Operator)

VII. **Adjourn**

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

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

**Upcoming CEO Meeting Dates for 2017**

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

January 20, 2017

March 17, 2017

May 19, 2017

July 21, 2017

September 15, 2017

November 17, 2017

***CCWB Annual Meeting***

Friday, June 9, 2017

9:00am – 12 noon

Hilton Garden Inn

5 Park Street, Freeport