

COASTAL COUNTIES WORKFORCE BOARD

Minutes of Workforce Board Meeting
MRRRA Community Room, Brunswick Landing
September 14, 2017

Board Members in Attendance: Jennifer Andrews, Christa Baade, Joni Boissonneault, Julie Chase, Tammy Combs, Kelly Flagg, Shannon Kashinsky, Cynthia Lobikis, Denise Griffin, Leon Ouimet, Nick Paquet, Peter Russell, Anthony Sirois, Erika Stone, Lydia Sy, Neal Williamson, Linda Winton

Board Members Absent: Mary Ellen Barnes, Craig Burgess, Russell Chaput, Charles Crosby, Samantha Fenderson, Michelle Love, Kelly Osborn, Claudia Raessler, Tricia Richardson, Bob Schmidt

Staff in Attendance: Mike Bourret, Executive Director; Antoinette Mancusi, Deputy Director; Joy Gould, Project Manager; Valerie Odams, Executive Assistant

Others in Attendance: Ryan Anderson, Don Marino, Diana McCain, Tom Nickerson, Pam Sperry, Pam Moody, Jason Judd, Ed Cervone, Mary LaFontaine, Heather Stott, Kim Moore, Liz Love, David Wurm, Scott Thistle, Rebekah Bossie, Cory King, Adrian Cohen.

I. WELCOME / CALL TO ORDER / INTRODUCTIONS - *Lydia Sy, CCWB Chair*

Chair Lydia Sy called the meeting to order at 9:05a.m. and welcomed everyone to the meeting.

- Introductions were made around the room.
- Business Spotlight on the Agenda has been tabled until next meeting due to the amount of information needed to be covered during this meeting.
- Introduced the Membership Development Committee, an idea brought from the NAWB conference to facilitate workforce board membership. Will recruit, address attendance concerns, and maintain WIOA specifications on membership. MDC members are Julie Chase, Shannon Kashinsky, and Neal Williamson.
- Lydia announced that CCWB Vice Chair Michelle Love has resigned from the board due to health issues.
- Linda Winton's term has expired as CCWB's Adult Education representative. She was thanked for all of her hard work and will continue to lead the Adult Ed group that she helped established
- Joy Gould, CCWI Project Manager, is moving on. She was thanked for helping to set up relationships and organize the Career Pathway sectors.

A. Minutes of June 9, 2017 Meeting

VOTED: *To approve the minutes of June 9, 2017 meeting as written.*

Motion: Shannon Kashinsky Second: Tony Sirois Vote: All in Favor

II. YOUTH STANDING COMMITTEE REPORT – Denise Griffin, CCWB Vice Chair & Adrian Cohen, Youth Program Manager, WFS

- Met that morning to discuss policies
- Highlights:
 - Portland office is working with a youth homeless shelter. Referrals have increased. Working with Voc Rehab to fund trainings and serve clients with disabilities
 - York working with Adult Ed partners to develop new worksites and help with travel barriers for youth.

III. TECHHIRE UPDATE – Joy Gould, Project Manager, CCWI

- Statewide, 4-year grant for \$4mil to serve 500 participants, 375 of them ages 17-29
- Will recruit, assess, train, and place individuals in mid- to high-paying jobs in IT
- Working with other 2 workforce boards, CCWI to have 250 participants, Northeastern WDB – 125, Central/Western WDB – 125
- Grant partners include: Educate Maine – Project>Login, Workforce Solutions, Adult Ed, UNE
- Contractors are: Educate Maine for IT Career Coach and UNE for IT Boot Camp
- Statewide employer partners: Tyler Technologies, MaineHealth, Axiom Technologies, Jackson Labs, IDEXX, Maine Office of IT, CGI, WEX, Kepware, U of Maine
- Three Tracks for participants:
 - Track 1: Those needing work experience, those needing math or English coaching
 - Track 2: Boot Camp, credentialed learning
 - Track 3: Career guidance, internships, OJTs, unsubsidized employment

IV. WORKFORCE SOLUTIONS UPDATE – Dave Wurm, Director, WFS

- Demographics overview
 - All demographics pulled from MJL for PY16
 - 956 clients served through Adult, DW, & Youth platforms
 - Enrollment tends to skew toward
 - Females
 - Caucasians
 - High School Grad / HiSET / GED
 - English language earners, Low literacy levels, Cultural barriers, Low income earners
 - WFS has noticed more older participants coming in for services

V. ADULT EDUCATION WORKGROUP UPDATE – *Linda Winton, Director, Bonny Eagle Adult Education*

- Small committee with rep from each county on the committee
 - Marianne Doyle – Knox
 - Pam Moody – Lincoln/Sagadahoc
 - Darrel Gillman – Waldo
 - Anita St. Onge – Cumberland
 - Paulette Bonneau – Biddeford
 - Linda Winton – Bonny Eagle
- Have developed a partner referral form

VI. EXECUTIVE DIRECTOR'S REPORT - *Michael Bourret, CCWI Executive Director*

1. WIOA Budget
 - i. CCWI Financials in packet shows WIOA PY15 & PY16 money. No PY17 money included in this budget.
 - ii. Trump's proposed budget would cut \$2.5 billion from a \$9.6 bil USDOL budget (\$1 bil cut from programs) 40% cut from WIOA – still making its way through the Congress
 - iii. Discretionary Funds -No new grant opportunities out there to apply for, which is concerning as CCWI brings in other money from discretionary grants. ie. TechHire - \$4mil, PREP - \$1.3mil, TOPS - \$5mil
 - iv. Discretionary money is made available to emergencies (company closures, hurricanes, etc.)
 - v. Interested in pursuing foundation work / other options
2. LePage's effort to eliminate Workforce Boards.
 - i. Began about a year into his first term
 - ii. He wants to cut overhead by going to a single-state designation
 - iii. CCWI has cut overhead back in 2008 by issuing an RFP for a single service provider, raising training dollars to 30%-35% of expenditures . (10% more money to programs than other LWIBS)
 - iv. LePage wants 80% to training dollars to programs – He simply doesn't understand the system we work in.
 - v. Within one week of being appointed as Commissioner of Labor (July 11, 2017), Butera sent a letter to Secretary Acosta requesting the single-state designation, which was denied.
 - vi. LePage sent a response to USDOL stating Maine will no longer participate in WIOA Title 1b funding. No mention about other Titles.
 - vii. WIOA Titles cannot be split up and meet the terms of the law.
3. CCWI did not take the contract from MDOL for the first quarter of PY17.
 - i. Cannot make a commitment to service providers/others when only 1/4th of the money was promised.
 - ii. CCWI filed an appeal.
 - iii. MDOL said they could do this because they were told so by a USDOL grant officer.
 - iv. CWMWDB & NWDB were not in a position to refuse the contract.

- v. CCWI needs USDOL to respond to the LePage administration so we can take the next steps.
- 4. Mr. Bourret asked the CCWB for their participation to call/write their legislators.

NETWORKING BREAK

VII. POLICY UPDATES - Antoinette Mancusi, Deputy Director, CCWI and Denise Griffin, CCWB Vice Chair

Because of the conversion from WIA to WIOA, we are required to revise some of our policies. These are not new policies.

A. Youth Services for Formula WIOA Programs

- In-School Youth eligibility criteria
 - i. Added “An English language learner.”
- Out-of-School Youth
 - i. Adjusted age range to 16-24 years old
 - ii. Added “An English language learner.”
 - iii. Removed the Low Income criteria if one of the other 9 conditions are met
- Requires Additional Assistance
 - i. Includes those incarcerated, substance abuse, parental substance abuse, youth in rural areas with lack of resources or transportation
- Youth Program Elements added
 - i. Education offered concurrently with training
 - ii. Financial Literacy education
 - iii. Entrepreneurial skills training
 - iv. Services for LMI and info re: in-demand industries
 - v. Services for transitioning to postsecondary education & training
- Follow-up Services
 - i. Provided for 12 months unless declined
- Work Experience Priority
 - i. 20% of funds to paid and unpaid work experiences

VOTED: To approve the policy as presented.

Motion: Leon Ouimet Second: Neal Williamson Vote: All in Favor

B. Incumbent Worker Training Policy

- Retain a skilled workforce by increasing competitiveness
- To avert layoffs, offer training within company up the ladder
- Training must maximize performance, productivity, use of technology and/or global competitiveness
- Training must provide access to new career opportunities within company

VOTED: To approve the policy as presented.

Motion: Kelly Flagg Second: Linda Winton Vote: All in Favor

VII. REGIONAL PLAN GOALS

Antoinette Mancusi, Deputy Director, CCWI

1. Goal 1 – Regional workforce system engages employers to ensure it understands and appropriately responds to employer workforce needs.
 - a. Strategy 1 – Develop and deploy a data-driven collaborative, and replicable model for identifying and addressing existing and emerging, in-demand sector needs
 - b. Strategy 2 – Assess employer needs for upgrading their current (incumbent) workforce and develop and approach for making training
 - c. Strategy 3 – Coordinate and align the four core partners’ outreach / response to business needs with other business service providers in the region
 - d. Strategy 4 – Collaborate with other professional boards, groups, chambers, and associations, etc. in the region to connect and leverage workforce development opportunities
2. 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.
 - a. 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
 - b. 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, veteran, out-of-school youth, and older workers
 - c. 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
 - d. Strategy 4 – Increase access to workforce services across a broader geographic area by utilizing Workforce Solutions Sites, Workforce Solutions Centers, in addition to the One-Stop and CareerCenters Adult Eds.
 - e. 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
 - f. Strategy 6 – Increase coordination and collaboration between BSRs and Case Managers across programs to refer job seekers to in-demand employment opportunities
3. 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
 - a. Strategy 1 – Establish One-Stop Operator
 - b. Strategy 2 – Through OSO, develop a MoU
 - c. Strategy 3 – Implement MJL tracking and reporting mechanisms for meeting performance accountability measures. The system, a state-wide

- MIS is currently used for case management between Wagner-Peyser and WIOA services
- d. Strategy 4 – Through OSO, develop and deploy One-Stop certification

VIII. ADJOURNMENT

VOTED: *The board motions to adjourn at 11:50 p.m.*

Motion: Denise Griffin Second: Neal Williamson Vote: All in Favor

Respectfully Submitted:



Valerie Odams
CCWI Executive Assistant

APPROVED: 3/29/18

2017-2018 Coastal Counties Workforce Board Quarterly Meetings

MRRA Community Room (Brunswick Landing)
9:00 – 11:45 a.m.

December 14, 2017
March 8, 2018

2018 Coastal Counties Workforce Board Annual Meeting

Hilton Garden Inn, Freeport
10:00am – 1:00pm

June 8, 2018