

**Coastal Counties Workforce Investment Area  
CCWI Executive Board of Directors  
Meeting Minutes 05/18/18  
CCWI Administrative Office**

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**Board of Directors in Attendance:** Chair & Commissioner Charles Crosby, III (Sagadahoc County); Commissioner Stephen Gorden (Cumberland County); Commissioner Rick Parent (Knox County); Commissioner Mary Trescot (Lincoln County); Lydia Sy (CCWB Chair); Denise Griffin (CCWB Vice Chair); Bob Schmidt (Past CCWB Chair)

**Others in Attendance:** CCWI Executive Director Antoinette Mancusi; CCWI Executive Assistant Valerie Odams

**Board of Directors Absent:** Vice Chair & Commissioner Sallie Chandler (York County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County);

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**I. Welcome/Call to Order/Introductions – Review/Revise Agenda**

Chair & Commissioner Charles Crosby, III called the meeting to order at 8:52.m.

**II. Review/Approve Draft Minutes of March 16, 2018**

Minutes were reviewed for the March 16<sup>th</sup> meeting. (A copy of each is included in the board member packets today and is attached to the official minutes.)

**VOTE: To approve the draft minutes of March 16, 2018, as written.**

Motion: Lydia Sy                      Second: Denise Griffin                      Vote: All in Favor  
Charles Crosby abstained

**III. Appointment of Interim Youth Committee Chair – Lydia Sy**

Since Michelle Love left the CCWB, the position of Youth Committee Chair has been filled temporarily by Denise Griffin. After meeting with Kim Moore, Director of the Greater Portland Workforce Initiative and CCWB member, Lydia has appointed her as Interim Youth Committee Chair.

**IV. CCWI Administrative Financial & Budget Report – *CCWI Executive Director, Antoinette Mancusi***

Budget and financial reports were reviewed up to March 31, 2018.

**VOTE: Approve and File the Financial Report dated March 2018**

Motion: Steve Gorden                      Second: Mary Trescot                      Vote: All in Favor

- V. **2017 Audit Approval** – *CCWI Executive Director, Antoinette Mancusi*  
CCWI 2017 Audit by RHR Smith reviewed.

**VOTE: Approve and File the 2017 CCWI Audit**

Motion: Lydia Sy

Second: Mary Trescot

Vote: All in Favor

VI. **Executive Director's Report** – *CCWI Executive Director, Antoinette Mancusi*

- A. PY18 Funding – Allocation amounts have not been shared with CCWI as of yet. MDOL has told us that if USDOL doesn't approve the State Plan (decision due June 26<sup>th</sup>), it is believed that the Governor will refuse WIOA money. If USDOL does approve the State plan with the 70% allocation in it, MDOL will issue awards that incorporate the 70% to training policy.
- B. Upcoming WIOA Concerns – MDOL has not responded to a letter from Charlie to Richard Freund regarding several outstanding MDOL items, which has left CCWI at a standstill. These very important items include: signing our system partners' MOU, recognizing our Portland One-Stop Center, certifying our board and accepting our local plan.
- C. Director of Operations posting – Was posted but no viable candidates applied. Posting was pulled.
- D. Litigation Update – Our attorneys negotiated a settlement with the AG's office for attorney fees. Attorney General's office believed them to be fair costs. The Governor disagreed and the AG now is not representing him. Our attorneys filed a motion with the court to enforce payment. Hoping to have an answer by the end of June.
- E. CCWB Membership Update
- Julie Chase – dealing with personal issues. On Membership Development Committee. Staying on the board.
  - Proposal for Tom Nickerson to be considered as board member and put on Membership Development Committee. Director of University College at Bath/Brunswick. Past director of our service provider.
  - Non-responsive / sporadic attendance members were discussed and Bob Schmidt will follow up with them.

VII. **Adjourn**

**VOTE: To adjourn the meeting at 10:59 a.m.**

Motion: Steve Gorden

Second: Mary Trescot

Vote: All in Favor

Respectfully Submitted,



Valerie Odams, CCWI Administrative Assistant

7/20/18  
Approved