

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 07/20/18
CCWI Administrative Office**

Board of Directors in Attendance: Chair & Commissioner Charles Crosby, III (Sagadahoc County); Vice Chair & Commissioner Sallie Chandler (York County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Stephen Gorden (Cumberland County); Bob Schmidt (Past CCWB Chair)

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

Board of Directors Absent: Commissioner Rick Parent (Knox County); Commissioner Mary Trescot (Lincoln County); Lydia Sy (CCWB Chair); Denise Griffin (CCWB Vice Chair)

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

Chair & Commissioner Charles Crosby, III called the meeting to order at 8:51a.m.

II. Review/Approve Draft Minutes of May 18, 2018 & June 8, 2018

Minutes were reviewed for the May 18th 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 May 18, 2018, as written.

Motion: Steve Gorden Second: Charlie Crosby Vote: All in Favor

Minutes were reviewed for the May 18th 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 June 8, 2018, as written.

Motion: Betty Johnson Second: Steve Gorden Vote: All in Favor

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

- A. CCWI has received the WIOA PY18-19 Allocations from MDOL. The new award is approx. \$240k less than previous year. With the \$500k reduction from last year, CCWI's funding is now running at approximately \$750k less than two years ago.
- B. Budget and financial reports were reviewed up to June 30, 2018. Spending is at 91.18% of the budget, showing a carry-over of \$46.5k.
 - a. Other Services were over by \$1,997 accounting for the computer conversion implemented in June.

VOTE: Approve and File the Financial Report dated June 2018

Motion: Betty Johnson

Second: Steve Gorden

Vote: All in Favor

IV. Workforce Board Membership Update – CCWI Executive Director, Antoinette Mancusi

- A. Tammy Combs of Front Street Shipyard has resigned effective 6/11/18.
- B. Tom Nickerson has confirmed interest in joining the CCWB. He is the Director of UMA's University College at Bath/Brunswick, former Senior Director of GWINNE – Workforce Solutions Division, CCWI's service provider.

VOTE: To appoint Tom Nickerson to the Coastal Counties Workforce Board

Motion: Betty Johnson

Second: Sallie Chandler

Vote: All in Favor

V. Executive Director's Report – CCWI Executive Director, Antoinette Mancusi

- A. Federal Update – The language in the original proposed 2019 Trump budget provided the Secretary of Labor with the ability to grant waivers in several areas which would be detrimental to local workforce boards. The language has currently been removed.
- B. Financial Policy – After consulting with DAFs, Antoinette has found that there is no need to have two signatures on every check that CCWI issues. The BOD asked Antoinette to provide some options for the next board meeting.
- C. Foundation Funds – There doesn't appear to be any discretionary grants available to apply for and none in the foreseeable future under the current administration. Therefore, CCWI is collaborating with the United Way on a \$2mil Zuckerberg Foundation grant and a \$1million TD Bank grant. If successful, the foundation funding could help patch some of the lost program funds.
- D. NAWB Membership – With funding decreased for the past 2 years, CCWI has decided not to renew the \$900/yr membership to NAWB, as well as not attend the annual conference in Washington.
- E. State Workforce Board Meeting – Steve Gorden has spoken with Charlie Pray and Fred Webber about being appointed to the SWB. Both have agreed once there is an opening. Steve has volunteered to go to the next meeting, scheduled for Friday, August 3rd.

VII. 70% to Training Policy

- A. USDOL has accepted the Maine State Plan which incorporated the 70% to training policy
- B. The metrics of this policy will be impossible to meet and still stay in compliance with WIOA regulations and law. While it will not affect the Youth Program funds, in order to accommodate the 70% policy, the Adult/DW funding will need major adjustments and will probably mean less people served (since we cannot hire needed staff) but, conversely more direct training dollars spent per person.

- C. CCWI has 2 options:
 - a. Not signing the PY18 contract. But this could fast track us to becoming decertified by MDOL.
 - b. Signing and potentially not meeting the metrics.

- D. The Board of Directors agreed that CCWI must sign the PY18 contract to ensure that funding will continue to flow and will deal with the repercussions at a later date.

VIII. Adjourn

VOTE: To adjourn the meeting at 10:38 a.m.

Motion: Steve Gorden

Second: Sallie Chandler

Vote: All in Favor

Respectfully Submitted,

Valerie Odams

Valerie Odams, CCWI Executive Assistant

09/21/18

Approved