

CCWI BOARD OF DIRECTORS' MEETING

Wednesday, December 6, 2019

CCWI Administrative Office

____ Commissioner Charles Crosby, III
Sagadahoc County

____ Commissioner Stephen Gorden
Cumberland County

____ Commissioner Betty Johnson
Waldo County

____ Commissioner Mary Trescot
Lincoln County

____ Commissioner Rick Parent
Knox County

____ Commissioner Richard Clark,
York County

____ CCWB Chair Lydia Sy

____ CCWB Vice Chair
Denise Griffin, SPHR, SCP

____ Past CCWB Chair,
Bob Schmidt

____ Executive Director
Antoinette Mancusi

____ Director of Operations
Jillian Sample

____ Executive Assistant
Valerie Odams

AGENDA

1) **Welcome / Call to Order – Review / Revise Agenda**

Time: _____

2) **Review / Approve Draft Minutes**

Consideration of Action to Approve the Draft BOD Meeting Minutes of October 30, 2019

3) **CCWI Financials:**

a) Consideration of Action to Review and File the CCWI Financial Report dated 10/30/19

Motion: _____ 2nd: _____ Vote: _____

b) Consideration of Action to accept the CCWI Audit Report for Fiscal Year 2018-2019

Motion: _____ 2nd: _____ Vote: _____

4) **Board Composition Review:**

a) Lynn Clark resignation – Molnlycke, Cumberland County

b) Business to Labor/CBO ratio

c) Potential member recruitment

i) Jason Shedlock (Labor – Maine State Building & Construction Trades Council)

ii) Laura Moskwa (Hospitality – The Bradley Inn)

d) Consideration of Action to approve Steve Ryan as a member of the Coastal Counties Workforce Board:

Motion: _____ 2nd: _____ Vote: _____

5) **Executive Director's Report** – *Antoinette Mancusi*

- a) CCWB Officer Elections & Process
- b) Board Member participation & Ad-Hoc Committee Work
- c) One-Stop Operator RFP Status Update

(The local board, with the agreement of the chief elected official for the local area— (i) shall designate or certify one-stop operators as described in section 3151(d)(2)(A) of this title; and (ii) may terminate for cause the eligibility of such operators.)

- d) New grants update:
 - i. City of Portland TIF grant (status check)
 - ii. City of Portland CDBG grant
 - iii. Cumberland County CDBG grant (considering)
 - iv. USDOL Opioid NEG
- e) TechHire Update – *Jillian Sample*
- f) Financial Manual & By-Laws Review

9) **Adjourn**

Time: _____

Motion: _____ 2nd: _____ Vote: _____

Upcoming CEO Meeting Dates for PY2019-2020

<p><i>Friday mornings, 8:45 a.m. to 11:00 a.m., at CCWI, 14 Maine Street, Suite 203A, Brunswick</i></p> <p>January 3, 2020 March 6, 2020 May 1, 2020</p>	<p><u>CCWB Annual Meeting</u></p> <p>Friday, June 12, 2020 8:00am – 11:00am</p> <p>Hilton Garden Inn 5 Park Street, Freeport</p>
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