

# CCWI BOARD OF DIRECTORS' MEETING

Friday November 21, 2025

via Zoom

\_\_\_\_ Commissioner Charles Crosby, III  
Sagadahoc County

\_\_\_\_ Commissioner Jim Cloutier  
Cumberland County

\_\_\_\_ Commissioner Betty Johnson  
Waldo County

\_\_\_\_ Commissioner Evan Goodkowsky  
Lincoln County

\_\_\_\_ Commissioner Ed Glaser  
Knox County

\_\_\_\_ Commissioner Richard Clark  
York County

\_\_\_\_ Carrie Murphy  
CCWB Chair

\_\_\_\_ Justin Cotta Holmes  
CCWB Vice Chair

\_\_\_\_ Lydia Sy  
Past CCWB Chair

\_\_\_\_ Antoinette Mancusi  
CCWI Executive Director

\_\_\_\_ Heather Stott  
CCWI Deputy Director

\_\_\_\_ Jennifer Galletta  
Executive Assistant

## AGENDA

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

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

2) **Consent Agenda:**

- a) Minutes from August 15, 2025
- b) Financial Reports/CCWI Expenditures
- c) Active Contracts and Modifications

VOTE: Consideration of Action to approve the consent agenda

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

3) **Transfer of Funds:**

CCWI requests to return \$16,638.17 from WIOA Adult to WIOA Dislocated Worker.

Consideration of Action to approve the funding transfer request of \$16,638.17 from WIOA Adult to WIOA Dislocated Worker.

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

4) **CCWI Financial Manual Update Vote:**

CCWI requests to update the CCWI Financial Manual (see page 84 – Description of Cost Allocation Methodology).

Consideration of Action to approve the changes to the CCWI Financial Manual.

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

5) **CCWB Membership:**

- a) CCWB Membership Review
- b) Renewal of Current CCWB Members
  - Kelly Flagg of Associated General Contractors Maine  
and
  - Jim Whitten of Southern Maine Community College

Consideration of Action to renew the CCWB memberships of Kelly Flagg and Jim Whitten.

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

c) New Proposed Board Member

- Rene Smith, Cumberland County, CareerCenter Manager, Maine Department of Labor  
Consideration of Action to approve Rene Smith to the CCWB membership.

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

6) **Executive Director's Report:**

- a) BOD 2026 Meeting Calendar
- b) Upcoming Election Reminder – January Meeting
- c) National Dislocated Worker Request (Fortman Memo)

7) **Adjourn:**

**Time:** \_\_\_\_\_.

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