

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Special Meeting Minutes 11/3/2023 @ 8:45am
Via Zoom**

Board of Directors in Attendance: Commissioner Jim Cloutier (Cumberland County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Rick Parent (Knox County); Commissioner Richard Clark (York County); Carrie Murphy (CCWB Chair); Peter Russell (CCWB Vice Chair); Bob Schmidt (Past CCWB Chair); Lydia Sy (Past CCWB Chair)

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

Board of Directors Absent: President & Commissioner Charles Crosby III (Sagadahoc County); Commissioner Mary Trescot (Lincoln County);

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

- A. Commissioner Jim Cloutier (Cumberland County) began the meeting at 8:50am and called attendance. It was determined that a quorum was present.

II. Consent Agenda

- A. Minutes from August 25, 2023
- B. Financial Reports dated September 30, 2023
- C. Building Infrastructure Grant Award

Consideration of Action to approve the consent agenda above.

Motion: Betty Johnson Second: Rick Parent Vote: All in Favor

III. CCWB Membership

- A. The BOD was given a roster of current CCWB members and their term expirations. There are two CCWB members who would like to renew their membership that expires 11/6/23:
 - 1. Robert Klaiber (Maine CareerCenters)
 - 2. Carrie Murphy (athenahealth)
- B. The Adult Education representative, Marianne Doyle, is also timing out as of 11/6/23. Current MDOE Director, Megan Dichter has submitted 3 candidates that are interested in joining as the Adult Ed representative: Shelli Pride, Linda Greer, and David Watts. The BOD selected David Watts as the nominee based on his current involvement with CCWI and his location. The CEOs wanted to alternate coverage to include a representative from the northern counties since the last two were from the southern counties.
- C. A prospective new CCWB member has submitted their information and have been vetted:

1. Kate Van Savage (business) – L.L. Bean

Consideration of Action to approve the slate of new and renewing CCWB members, consisting of Robert Klaiber, Carrie Murphy, David Watts, and Kate Van Savage.

Motion: Richard Clark Second: Rick Parent Vote: All in Favor

IV. Executive Director’s Report

- A. Building Infrastructure Grant (Green Energy for ME) – On June 29, 2023, CCWI applied for a \$2m grant to focus on Green Energy Jobs. It was awarded to CCWI on September 25 and CCWI has been actively putting industry partners, budgets, and grant information in place to begin implementing this grant, which runs from 9/30/23 to 9/30/28.

- B. New Grant Application – CCWI has begun work on a NOAA Climate Ready Workforce Grant. The goal for this grant is to recruit, train, and place at least 50 workers in good jobs that enhance climate resilience. This will be a 4 year grant from 8/1/24 to 7/31/28. While still in the planning stage, the Letter of Intent is due 11/30/23 and the deadline for the grant application is February 13, 2024.

- C. PY21 Monitoring – On 9/25/23, CCWI received its monitoring report for PY21 from MDOL. No findings in the report and CCWI has addressed the noted concerns involving some policy updates.

Adjourn

VOTE: To adjourn the meeting at 9:29am

Motion: Richard Clark Second: Rick Parent Vote: All in Favor

Respectfully Submitted,



Valerie Odams
CCWI Executive Assistant

11/29/2023
Approved