

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 8/12/2022
Via Zoom**

Board of Directors in Attendance: President & Commissioner Charles Crosby III (Sagadahoc County); Vice President & Commissioner Stephen Gorden (Cumberland County); Secretary/Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Richard Clark (York County); Denise Griffin (CCWB Chair); Carrie Murphy (YSC Chair); Lydia Sy (Past CCWB Chair)

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

Board of Directors Absent: Commissioner Mary Trescot (Lincoln County); Commissioner Rick Parent (Knox County); Bob Schmidt (Interim CCWB Vice Chair)

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

- A. President & Commissioner Charles Crosby III called the meeting to order at 8:50 a.m.
- B. Revision to the agenda was requested, adjusting the amount for the PY22 DW transfer to \$424,716
- C. The upcoming CCWI Annual Meeting was discussed. Virtual again this year. CCWB Chair Denise Griffin will be unable to attend. She has asked Interim Vice Chair Bob Schmidt and YSC Chair Carrie Murphy to help MC the meeting.

II. Consent Agenda:

- A. BOD Meeting Minutes – 5/6/22
- B. Financial Reports dated 6/30/22
- C. Active Contracts – BOD was given documentation on the Covid Grant’s Mod #1 and the Maine Rural Healthcare Partnership Mod #1

VOTE: Consideration of Action to accept and approve the Consent Agenda.

Motion: Denise Griffin 2nd: Steve Gorden Vote: All in Favor

III. Transfer of WIOA Funds

- A. CCWI would like to put forth a request to MDOL for the transfer of \$225,000 from the PY21 WIOA DW funds to Adult.

VOTE: Consideration of Action to approve the proposed CCWI PY21 WIOA fund transfer of \$225,000 from Dislocated Worker to Adult.

Motion: Betty Johnson Second: Denise Griffin Vote: All in Favor

- B. CCWI would like to put forth a request to MDOL for the transfer of \$ 424,716 from the PY22 WIOA DW funds to Adult once received.

VOTE: Consideration of Action to approve the proposed CCWI PY22 WIOA fund transfer of \$ 424,716 from Dislocated Worker to Adult.

Motion: Steve Gorden Second: Denise Griffin Vote: All in Favor

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

A. WIOA Monitoring Response from MDOL

On July 7, 2022, CCWI received a letter from MDOL stating that all findings have been resolved and CCWI is in compliance with WIOA funding law. CCWI is the only LWB in Maine to have attained that status.

B. Grant Applications

CCWI has been hard at work applying for new funding streams. Over the past few months, applications have been submitted for 5 different grants totaling over \$3.5m. CCWI has also been assisting MDOL in applying for a \$3.2m QUEST NEG.

C. Creative Partner Community Outreach RFQ


- On May 20, 2022, CCWI broadcast an RFQ for an agency to help facilitate outreach methodologies for bringing new clients directly to Workforce Solutions.
- Due to the ability to bring in additional funding for this project, on June 27 an adjusted RFQ was broadcast that included a budget of \$35k, as well as add some clarity to the language of the RFQ
- Three responses were received by the deadline. They have been scored and the top two were asked to put on a presentation for CCWI. This is scheduled for 8/16/22.

Adjourn

VOTE: To adjourn the meeting at 9:18am

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

Respectfully Submitted,



Valerie Odams
CCWI Executive Assistant

Approved