

## COASTAL COUNTIES WORKFORCE BOARD

Minutes of Workforce Board Meeting  
VIA ZOOM/Video Technology Meeting  
September 10, 2020

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**Board Members in Attendance:** Mary Ellen Barnes, Kate Bellmore, Joni Boissonneault, Scott Christman, Samantha Fenderson, Denise Griffin, Laura Lindblom, Michelle Love, Laura Moskwa, Tom Nickerson, Jennifer O’Leary, Nick Paquet, Jennifer Rice, Diana Roberge, Peter Russell, Steve Ryan, Kelley Scott, Tony Sirois, Heather Stott, Lydia Sy, Jim Whitten, Kwame Yeboah

**Board Members Absent:** Chris Arbour, Paulette Bonneau, Jim Butler, Charles Crosby III, Bob Schmidt, Cory King, Carrie Murphy

**Staff in Attendance:** Antoinette Mancusi, Executive Director; Adrian Cohen, Senior Program Manager; Valerie Odams, Executive Assistant

**Others in Attendance:** Christa Baade, Peaches Bass, Mary Brannigan, Mike Carroll, Jamie Clifford, Dawn Croteau, Krista Elwell, Molly Ginn, Steve Gorden, Melissa Harvey, Jenna Karlis, Gail Kezer, Robert Klaiber, Liz Love, Laurie McDonnell, Caroline Paras, Shelly Pride, Harry Simones, Nate Snow, David Watts, Nikki Williams, Dave Wurm,

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### **I. WELCOME / CALL TO ORDER / INTRODUCTIONS** – *Denise Griffin, CCWB Chair*

- A. Chair Denise Griffin called the meeting to order at 9:04a.m. and welcomed everyone to the meeting.
- Roll was called.
  - New CCWB members were asked to introduce themselves: Kate Bellmore, Diana Roberge, Kwame Yeboah
- B. Minutes of June 12, 2020 Meeting  
**VOTED: To approve the minutes of June 12, 2020 meeting as written.**  
Motion: Michelle Love Second: Lydia Sy Vote: All in Favor
- C. Annual Conflict of Interest  
Please fill out and return to the CCWI Administrative Office – Deadline 9/18/2020

### **II. EXECUTIVE DIRECTOR’S REPORT** – *Antoinette Mancusi, CCWI Executive Director*

- A. Financial Update
1. PY18 WIOA allocation is spent out.
  2. CCWI has \$3.5mil of funding going into PY20

3. The next report will show an additional \$1.5mil for PY20-21 WIOA allocation, and
4. An additional \$900K from MDOL for COVID NEG
5. With these additional grants, CCWI will be going into PY20-21 with 5.9mil.
6. PY20-21 allocations are down again, particularly the Youth program

B. CCWI Outreach Materials

1. CCWI “refreshed” the website: [www.coastalcounties.org](http://www.coastalcounties.org)
  - i. Under Resources – all outreach materials are available digitally
  - ii. Quarterly LMI info is available under Resources as well
  - iii. Industry related fact sheets are also available
2. 2019 Annual Report – smaller and more focused than previous years due to Covid.
3. Opioid Brochure & Services Brochure developed in digital & print formats.
4. All new materials will be mailed to the CCWB.

C. WIOA Local Negotiated Performance Measures PY20-21

1. WIOA performance metrics are difficult. This year, the measures are even harder with Covid.
2. There are increases in every measure each year, regardless of the pandemic.
3. CCWI is in the process of negotiating measures with MDOL/USDOL

D. Local Board Certification

1. CCWI received a letter from Kim Moore, BES Director that our Board was certified.

E. One-Stop Center Certification

1. WIOA requires that the Workforce Board certifies the OSC.
2. Currently the OSC does not have all of the core partners co-located (nor other required partners).
3. USDOL is also requiring CCWI to also certify all 4 affiliate sites even though we are not running operations at the centers.
4. CCWI needs to devise a process to certify the OSC & affiliate sites.

F. Infrastructure Funding Agreement (IFA) Update

1. Meetings are ongoing with MDOL to get the IFA negotiated and MOUs signed.
2. WIOA law requires that core/required partners share the costs of the OSC.
3. The goal is to have an agreed upon IFA by the end of 2020.

### **III. One-Stop Operator Update** – *Nikki Williams, Senior Policy Associate, Cutler Institute, USM*

- A. Still working on finalizing the MOU. Awaiting one partner's edits to complete it.
- B. Doing virtual site visits & interviews for background research on what integrated service delivery should look like. A report will be written with suggestions, then put together an implementation plan and then work will begin to develop it by early spring 2021.

### **IV. Labor Market Information Update** – *Caroline Paras, Consultant*

- A. Pre-Covid (2014-2019), the economy's job growth was 22,000 jobs or 7%.
- B. After the fall of employment in the great recession (2009-2010), full employment (4% unemployment rate) was achieved in 2015
- C. In March 2020 as Covid was starting to hit, unemployment spiked to 11%.
- D. In August, Maine was ranked #1 for economic vulnerability due to Covid.
- E. As of now (September), the US economy was operating at 79% while Maine was at 95% of what it was on March 1<sup>st</sup>.
- F. Although predictions on the future economy is not known at this time, the US is definitely in a recession comparable to the great recession which lasted 18 months.

### **V. Program Reports**

- A. Service Delivery Updates – Adrian Cohen, Sr. Program Manager, CCWI
  - 1. Quarterly board reports for TechHire, Opioid NEG, and Covid-19 NEG grants are in the board packets for review.

### **VI. A Year in Review – Annual Performance & Demographic Review PY19-20** – *Dave Wurm, Senior Director, Workforce Solutions, Goodwill Northern New England*

- A. Performance measures state that we need to attain at least 90% of goal to avoid having corrective measures instituted.
  - 1. WFS/CCWI has met all performance measures for last year and this year.
  - 2. Total number served for Adults was at 74.7% - attributed initially to very low unemployment rate, and then when Covid hit, there were 2 months of no enrollment.
  - 3. Dislocated Worker goals were all exceeded. PY20 numbers are drastically increased due to Covid.
  - 4. Youth total served was at 80.95% due to Covid. Youth numbers for PY20 has increased but we anticipate being able to satisfy the performance measures.
- B. Demographics – used to measure who we are reaching effectively and where more focused efforts are needed.
  - 1. No real areas in the CC region that need focused attention.
- C. Staffing at WFS has increased.
  - 1. 22 new staff have been added to take on the Opioid & Covid grants.

**VII. ADJOURNMENT**

*CCWB Chair Denise Griffin adjourned the meeting at 11:39a.m.*

Respectfully Submitted:

*Valerie Odams*

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Valerie Odams  
CCWI Executive Assistant

**APPROVED:** 12/10/2020