

COASTAL COUNTIES WORKFORCE BOARD

Minutes of Workforce Board Meeting
VIA ZOOM/Video Technology Meeting
June 15, 2023

Board Members in Attendance: Mary Ellen Barnes, Kate Bellmore, Scott Christman, Jonathan DaSilva, Derek Fassett, Robert Klaiber, Jennifer Kopp, Ben Millick, Carrie Murphy, Tom Nickerson, Diana Roberge, Peter Russell, Bob Schmidt, Jennifer Steeves, Bob Schmidt, Heather Stott, Lydia Sy

Board Members Absent: Chris Arbour, Sara Brinker, Justin Cotta Holmes, Charlie Crosby, Marianne Doyle, Samantha Fenderson, Cory King, Kelly Flagg, Nick Paquet, Jim Whitten,

Staff in Attendance: Antoinette Mancusi, Executive Director; Jillian Sample, Director of Programs; Valerie Odams, Executive Assistant; Kyle Olson, Senior Program Manager; Amy Geren, One-Stop Operator

I. WELCOME / CALL TO ORDER / INTRODUCTIONS – *Carrie Murphy, CCWB Chair*

- A. CCWB Chair Carrie Murphy called the meeting to order at 9:06 am and welcomed everyone to the meeting.
- Attendance was called and introductions were made around the room.
 - It was determined that we have met quorum requirements
 - A new CCWB member was (re)introduced: Kelly Flagg of Associated General Contractors of Maine is a returning CCWB member
 - In her absence, Bob read the resignation letter from CCWB Chair Denise Griffin and thanked her for 18 years of service.
- B. Minutes of March 16, 2023
VOTED: To approve the minutes of March 16, 2023 meeting as written.
Motion: Tom Nickerson Second: Ben Millick Vote: All in Favor
- C. CCWI Annual Meeting – 9/15/2023
This is the last quarterly CCWB meeting before the Annual Meeting in September. A call was put out for sponsorships to support the meeting and the current sponsors were thanked – L.L. Bean and the County Commissioners.

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

- A. The CCWI staff has been working hard on an application for a \$2m Building and Infrastructure Grant (BIG) through USDOL. The focus of this grant in the Coastal Counties region will be on green energy. The deadline for submission will be at the end of June.
- B. PY23 WIOA Grant Allocations
CCWI has received the allocations for the next fiscal year of funding. While overall, the funding has increased 5.12%, the DW funding is down 10.29%. CCWI will compensate for the decrease with other discretionary grants that are targeted toward dislocated workers.
- C. Financial Update:
12/09/2022

CCWI is currently managing \$14.4m in funding through the various grants including WIOA, Rural Healthcare, Employment Recovery, Opioid, Career NEG, QUEST NEG, and Afghan grants.

- D. Workforce Solutions Financial Program Report – *Dave Wurm, Director, Workforce Solutions*
Dave reported that current expenditures are on track for the grants. PY21 WIOA A/DW was spent out by Dec 2022 and Youth was spent out by March 2023. The Opioid grant is winding down and work on the QUEST & Afghan grants is underway.
- E. Staffing Update:
Antoinette reported that Jillian is back from maternity leave part-time. She anticipates her returning full-time in September.

III. CCWI PROGRAMS OVERVIEW – *Kyle Olson, CCWI Senior Program Manager & Dave Wurm, Director, Workforce Solutions*

- A. Kyle provided an overview of CCWI’s portfolio of competitively obtained grants, including the grantor, timeline of the grant, total funding per grant, total to be served, and the purpose/target of the grant.
- B. PY21 and PY22 WIOA allocations were discussed as a side-by-side comparison.
- C. Enrollment numbers by grant were provided for Employment Recovery DWG, Quest DWG, Rural Healthcare, and WIOA to show actual enrollments against targets.
- D. PY21 Maine WIOA Title 1-B Barriers to Employment – Dave Wurm, Director, Workforce Solutions, reviewed client barriers to employment and demographic trends across the 3 workforce board regions in Maine.

IV. LOCAL PLAN STATUS UPDATE – *Antoinette Mancusi, CCWI Executive Director; Jillian Sample, CCWI Director of Programs; Kyle Olson, Senior Program Manager; and Amy Geren, CCWI One-Stop Operator, Catherine Cutler Institute, USM*

- A. The quarterly meetings of the One-Stop Partners have resumed starting June 14, 2022. Another meeting was held on September 13, and the next one is December 13th. Attendees include One-Stop Partners.
- B. A Business Services Assessment was disseminated to the partners requesting their input on services currently provided. Collectively, WIOA-required partners in the region reported offering all the business services described in 29 USC § 3174(d)(1)(A)(ix) of WIOA.
- C. The Coastal Operators Group resumed as of June 16, 2022 and developed a mission statement. This group has been and will continue monthly meetings.

V. WIOA PY21 OVERVIEW – *Dave Wurm, Senior Director, Workforce Services, Goodwill Northern New England*

Dave reported WFS’s performance for PY21 WIOA programs

- 1. Performance numbers were all reported to be above the required 90% threshold set by MDOL. The only exception was the total number served for Youth which stands at 84.62%
- 2. Graphs detailing gender, race/ethnicity, and other demographics were presented for the Adult, Dislocated Worker, and Youth programs.
- 3. Dave stated that a new statistic has been implemented to determine customer satisfaction. He explained the metrics and reported the results.

VI. LOCAL PLAN STATUS UPDATES – *Antoinette Mancusi, CCWI Executive Director; Jillian Sample, CCWI Director of Programs; Kyle Olson, CCWI Senior Program Manager; Amy Geren, One-Stop Operator, Cutler Institute – USM*

- A. The current Local Plan (2021-2025) is due for revision at the end of 2023. A new CCWI area Local Plan is due in 2025. USM – MCBER has been engaged to perform the economic analysis for the coastal counties area.
- B. Three major goals of the plan are focusing on the System, Employers, and Job Seekers.

VII. Local Plan Breakout Session – Business “Value Added Proposition”

The attendees broke into small groups to discuss the needs of businesses and how they should be incorporated into the Local Plan. Due to time constraints, it was determined that the results of this session will be revealed and discussed at the next meeting of the CCWB.

VIII. Program Reports

- A. Reports for WIOA, Opioid, Employment Recovery, Maine Rural Healthcare; QUEST, Maine Refugee Career Pathways; CAREER; and ARPA Grants were included in the packet.

IX. ADJOURNMENT

CCWB Chair Carrie Murphy adjourned the meeting at 11:39a.m.

Respectfully Submitted:



Valerie Odams
CCWI Executive Assistant

APPROVED: 9/15/2023