

COASTAL COUNTIES WORKFORCE BOARD

Minutes of CCWI Corporate Meeting

Hilton Garden Inn, Freeport

September 15, 2023

Board Members in Attendance: Chris Arbour, Mary Ellen Barnes, Kate Bellmore, Sara Brinker, Justin Cotta Holmes, Charles Crosby III, Marianne Doyle, Derek Fassett, Samantha Fenderson, Neil Greenberg, Cory King, Robert Klaiber, Carrie Murphy, Tom Nickerson, Diana Roberge, Peter Russell, Heather Stott, Lydia Sy, Jim Whitten, Robin Wood, Jim Cloutier, Betty Johnson, Richard Clark

Board Members Absent: Derek Armstrong, Scott Christman, Jonathan DaSilva, Kelly Flagg, Jennifer Kopp, Ben Millick, Brie O'Malley, Nick Paquet, Bob Schmidt, Jennifer Steeves

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

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

- A. CCWI President & Sagadahoc County Commissioner Charles Crosby III welcomed everyone to the meeting
- B. CCWB Chair Carrie Murphy greeted everyone and took attendance. It was determined that quorum requirements were met.
- C. Minutes of September 16, 2023 Annual Meeting
VOTED: To approve the minutes of September 16, 2023 meeting as written.
Motion: Betty Johnson Second: Jim Cloutier Vote: All in Favor
- D. Minutes of June 15, 2023 CCWB Meeting
VOTED: To approve the minutes of June 15, 2023 meeting as written.
Motion: Cory King Second: Betty Johnson Vote: All in Favor

II. TREASURER'S REPORT – *Commissioner Betty Johnson, CCWI Secretary/Treasurer, Waldo County Commissioner*

Betty Johnson read the following statement:

“Audit Statement by RHR Smith & Company. The following are excerpts from the independent auditor's report (dated June 30, 2022) regarding our financial statements for the year.

“Federal Compliance Audit - Report on the Audit of the Financial Statements
Opinions

We have audited the statements of Coastal Counties Workforce, Inc. (a nonprofit organization), which comprise the statements of financial position as of June 30, 2022 and 2021 and the related statements of activities, functional expenses and cash flows for the years then ended and notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of Coastal Counties Workforce, Inc. as of June 30, 2022 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

Consideration of Action to accept the Treasurer’s Report on the 6/30/2023 Fiscal Audit

VOTED: To accept the Treasurer's Report as read

Motion: Richard Clark Second: Jim Cloutier Vote: All in Favor

III. Program Reports

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

IV. ADJOURNMENT

CCWI President & Sagadahoc County Commissioner Charles Crosby III adjourned the meeting at 8:45a.m.

Respectfully Submitted:



Valerie Odams
CCWI Executive Assistant

APPROVED: 12/14/2023