

COASTAL COUNTIES WORKFORCE, INC.
Minutes of Coastal Counties Workforce, Inc.
2022 Annual Meeting
Virtual via Zoom Meeting - 2077255472
September 16, 2022

CCWI Board of Directors in Attendance: President Charles Crosby III, Sagadahoc County Commissioner; Vice President Steve Gorden, Cumberland County Commissioner; Secretary/Treasurer Betty Johnson, Waldo County Commissioner; Richard Clark, York County Commissioner; CCWB Interim Vice Chair Bob Schmidt; Youth Standing Committee Chair Carrie Murphy; Past CCWB Chair Lydia Sy

CCWB Board Members in Attendance: Christopher Arbour, Mary Ellen Barnes, Joni Boissonneault, Sara Brinker, Jim Butler, Scott Christman, Charles Crosby III, Jonathan DaSilva, Marianne Doyle, Samantha Fenderson, Robert Klaiber, Jennifer Kopp, Laura Lindblom, Benjamin Millick, Tom Nickerson, Peter Russell, Bob Schmidt, Tony Sirois, Heather Stott, Lydia Sy, Jim Whitten, Kwame Yeboah

CCWI Board of Directors Absent: Chair Denise Griffin, SPHR, SCP; Rick Parent, Knox County Commissioner, Mary Trescot, Lincoln County Commissioner;

CCWB Board Members Absent: Kate Bellmore, Samantha Fenderson, Denise Griffin, Justin Cotta Holmes, Cory King, Laura Moskwa, Nick Paquet, Diana Roberge, Jennifer Steeves

Staff in Attendance: Antoinette Mancusi, CCWI Executive Director; Jillian Sample, CCWI Director of operations; Adrian Cohen, Senior Program Manager; Kyle Olson, Senior Program Manager; Mark Guzzetta, Business Services Liaison; Valerie Odams, Executive Assistant

2021 OFFICERS FOR CCWI

President:	Sagadahoc County Commissioner Charles Crosby III
Vice President:	Cumberland County Commissioner Steve Gorden
Secretary/Treasurer:	Waldo County Commissioner Betty Johnson

I. CALL TO ORDER – Charles Crosby III, President, CCWI Board of Directors

- A. **Welcome:** President Charles Crosby welcomed everyone and called the meeting to order at 10:11 a.m.
- B. **Roll Call:** CCWB Interim Vice Chair Bob Schmidt completed the roll call.
- C. **Quorum:** CCWI Executive Assistant Valerie Odams confirmed that a quorum was present.

II. CCWB MINUTES

Three meeting minutes to review and approve – 9/17/21 (last Annual Meeting), 6/9/22 (Quarterly Meeting), and 8/18/22 (Special Meeting). Betty Johnson suggested we approve all minutes on the slate at once.

VOTED: To accept the minutes for the CCWB meetings above, as presented.

Motion: Betty Johnson

Second: Bob Schmidt

Vote: All in Favor

III. SECRETARY/TREASURER’S REPORT – *Waldo County Commissioner Betty Johnson*
Commissioner Betty Johnson read a summary of the Audit Statement by RHR Smith & Company, Certified Public Accounts, which reads as follows:

*“Audit Statement by RHR Smith & Company
The following are excerpts from the independent auditor, RHR Smith & Company's report dated June 30, 2021, regarding CCWI's financial statements for the year:
“In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Coastal Counties Workforce, Inc. of June 30, 2021 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.
“In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.”*

VOTED: To accept and file the Treasurer’s Report, as presented.

Motion: Joni Boissonneault Second: Richard Clark Vote: All in Favor

IV. A YEAR IN REVIEW - *Jillian Sample, CCWI Director of Programs, Adrian Cohen, CCWI Senior Program Manager, Mark Guzzetta, Business Services Liaison, and Dave Wurm, Senior Director, Workforce Services, Goodwill of Northern New England*

Positives: Continued growth, partner collaborations, and new funding
Focus moving forward: Outreach efforts and employer engagement
In PY21, all WIOA performance measures were met or exceeded. The Opioid NEG ends in December. An extra incentive to seek help under this grant is the addition of a dental component for job seekers. The COVID NEG has been completed, exceeding expected outcomes. The Career DWG, in partnership with MDOL, will provide a statewide Virtual American Jobs Center. The 2-year Employment Recovery DWG has begun, assisting job seekers after dislocations in their prior jobs.

V. ADJOURNMENT – *Charles Crosby III, President, CCWI Board of Directors*

VOTED: To adjourn the annual meeting at 10:36 a.m.

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

Respectfully Submitted,



Valerie Odams, Executive Assistant
Coastal Counties Workforce, Inc.

Approved: 12/8/2022