

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 10/30/19
CCWI Administrative Office**

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); Commissioner Rick Parent (Knox County); Commissioner Mary Trescot (Lincoln County); Denise Griffin (CCWB Vice Chair); Bob Schmidt (Past CCWB Chair)

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

Board of Directors Absent: Lydia Sy (CCWB Chair)

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

President & Commissioner Charles Crosby III called the meeting to order at 1:18 p.m.

II. Review/Approve Draft Minutes of October 4, 2019

Minutes were reviewed for the previous meetings. (A copy is included in the board member packets today and is attached to the official minutes.) Minutes were unanimously accepted.

III. CCWI Financials – *CCWI Executive Director, Antoinette Mancusi*

A. VOTE: To accept and file the Financial Report dated September 30, 2019

Motion: Betty Johnson Second: Richard Clark Vote: All in Favor

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

A. BOD Meeting Dates

- Confirmation that the new dates for the BOD meetings are acceptable.

B. CCWB Officer Elections

- Nomination Committee: A committee was formed, and individuals were put forth for consideration. The committee is vetting those and is contacting the individuals to determine interest
- There is one nominee for Chair and two nominees for Vice Chair

C. One-Stop Operator RFP

- Last year, the BOD put forth a motion that directed CCWI to ask MDOL to make CCWI the One-Stop Operator, as it was during the Baldacci Administration.

- MDOL is requiring CCWI to put out an RFP for OSO. In Sept, the RFP was issued but no one responded.
- MDOL required CCWI to reissue the RFP and widen the scope.
- If no one responds, CCWI will request MDOL to appoint the LWB as OSO.

D. By-Laws Review

- By-laws will be reviewed at the next meeting.

VII. Adjourn

VOTE: To adjourn the meeting at 1:45pm

Motion: Richard Clark Second: Betty Johnson Vote: All in Favor

Respectfully Submitted,



Valerie Odams, CCWI Executive Assistant

12/6/19
Approved