

**Coastal Counties Workforce Investment Area
CCWI Executive Board of Directors
Meeting Minutes 2/28/2020
CCWI Administrative Office**

Board of Directors in Attendance: President & Commissioner Charles Crosby III (Sagadahoc County); Commissioner Richard Clark (York County); Secretary /Treasurer & Commissioner Betty Johnson (Waldo County); Commissioner Rick Parent (Knox County); Commissioner Mary Trescott (Lincoln County); Bob Schmidt (Past CCWB Chair); Denise Griffin (CCWB Chair); Michelle Love (CCWB Vice-Chair)

Others in Attendance: CCWI Executive Director Antoinette Mancusi

Board of Directors Absent: Vice President & Commissioner Stephen Gorden (Cumberland County); Lydia Sy (Past CCWB Chair)

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

President & Commissioner Charles Crosby called the meeting to order at 8:47 a.m. No revisions to the agenda were requested.

II. Review/Approve Draft Minutes of December 6, 2019

Minutes were reviewed for the previous meeting which was held on 12/6/2019. Minutes were unanimously accepted.

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

Consideration of Action to Review and File the CCWI Financial Report dated 2/26/2020

Motion: Rick Parent 2nd: Mary Trescott Vote: All in Favor

Consideration of Action to Revise PY19-20 CCWI Budget

Motion: Mary Trescott 2nd: Rick Parent Vote: All in Favor

IV. Request for Transfer of WIOA Funds

Consideration of Action to transfer \$124,561 of PY18 Dislocated Worker funds to the Adult program.

Motion: Rick Parent 2nd: Mare Trescott Vote: All in Favor

V. **Board Composition Review:**

Executive Director Mancusi noted that potential member recruitment: Diane Roberge – Senior Recruiter, Hannaford is still pending.

- a) Consideration of Action to approve Laura Moskwa as a member of the Coastal Counties Workforce Board:

Motion: Betty Johnson 2nd: Rick Parent Vote: All in Favor

- b) Consideration of Action to renew Tony Sirois as a member of the Coastal Counties Workforce Board:

Motion: Mary Trescott 2nd: Rick Parent Vote: All in Favor

- c) Consideration of Action to renew Nick Paquet as a member of the Coastal Counties Workforce Board:

Motion: Betty Johnson 2nd: Mary Trescott Vote: All in Favor

- d) **VOTE: To accept the resignation from Kimberly Moore to be removed from the CCWB**

Motion: Rick Parent 2nd: Mary Trescott Vote: All in Favor

VI. **Election of Chief Elected Officials (CEOs) Officers**

Rick Parent moved to continue the current slate of officers: Charles Crosby as CCWI President; Steve Gorden as CCWI Vice-president; and Betty Johnson as CCWI Secretary/Treasurer.

2nd: Mary Trescott Vote: All in Favor

VII. Executive Director’s Report – CCWI Executive Director, Antoinette Mancusi

- Board members were asked to sign the Annual Conflict of Interest Policy.
- CCWI was awarded approximately \$ 2.6 million for the Opioid NEG grant. This will help finance 5 to 6 teams of two individuals (e.g., career adviser and life navigator) which will aid people in opioid recovery. Much of our area’s will focus on the “ex-offender” population.
- One stop operator issue reviewed. MDOL 1/31/2020 letter reviewed. CCWI has no option at this point but to pursue sole source procurement of the one-stop operator.
- The annual board meeting will be held in June, 2020 at Brunswick Landing. Different format to prior years discussed.
- CCWI is still waiting for a response from MDOL on the infrastructure cost agreement negotiations i.e., next steps.
- Program awards (other than WIOA) may decline between 2020 and 2023. Discussed funding forecasts.
- The BOD reviewed its authority (given by WIOA) and the role of the Executive Committee as a standing committee of the CCWB.

VIII. Adjourn

VOTE: To adjourn the meeting at 10:27am

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

Respectfully Submitted,

Denise Griffin

Denise C. Griffin

2/28/2020

Approved