

# Coastal Operators Group (COG) Meeting

## Agenda

**November 29, 2023**

**3:00 – 4:00 PM**

<https://maine.zoom.us/j/85273515393?pwd=ekdBd05kT08zRmxcekQzajkwdW9LZz09>

Password: 078704

Meeting ID: 852 7351 5393

**Mission Statement:** *The Coastal Operators Group (COG) is a committee of the four WIOA-required entities that are in a position to ensure that the initial triage of job-seekers and service provision to employers are consistently conducted by knowledgeable staff. The goal of the COG is to strengthen integration efforts and communication channels between regional WIOA partner staff by increasing opportunities to share best practices and relevant challenges, and to improve the systems in which we work.*

### 2023 COG Goals

1. Offer CASAS in collaboration w/ the One-Stop Center: Track testing referrals to Adult Ed.
2. Streamline the referral system between the One-Stop Center and system partners: Enumerate referrals made, detailed by specific WIOA partner, annually.
3. Support cross-training between agencies for knowledgeable referrals: Create written and video training materials on each partner program and track usage via Google analytics.
4. Coordinate business services: Review availability of business services and share via multiple outlets.

Desired Results: *By the end of the meeting, participants will:*

1. Meet new Adult Education representation to the COG;
2. Assign staff for a video interview with the OSO;
3. Have contacts with local Main Street programs to follow-up with;
4. Hear updates and potential challenges from program partners.

Agenda Item	Presenter	Time
Welcome and Review 10/25 Meeting Minutes	Amy Geren	3:00 – 3:05 PM
Goals Progress / Related Topics: 1. Adult Ed COG Representation: Welcome new COG participants! 2. Video Recordings 3. Business services presentation for Entrepreneurial Ecosystem Communities of Maine Downtown Center's Main Street programs	Amy / All	3:05 – 3:25 PM
Updates from the group 1. Programmatic updates/initiatives 2. Biggest challenge of the month	All	3:25 – 3:55 PM
Next Steps	Amy / All	3:55 – 4:00PM
Adjourn		~4:00 PM

**Next Meeting: December 22, 2023 @ 3:00PM**

[One week earlier than scheduled due to the holiday week.]