

# Coastal Operators Group (COG) Meeting

## Minutes

July 26, 2023

Agenda Item	Notes	Next Steps
<p>Welcome and Review 6/28 Meeting Minutes</p>	<p>Present: Amy Geren (OSO); Krista Campbell (BES); Rob Klaiber (BES); Mike Robinson (WFS); Jeff Martinelli (WFS); Sheila Muldoon (WFS); Kim Desso (Voc Rehab)</p> <p>No edits requested to June minutes for those who reviewed; will follow up with Amy if any are discovered. Amy noted that she will work with Val to add the COG meeting minutes to CCWI's website as with the One-Stop Partner quarterly meeting materials.</p>	
<p>Goals Progress:</p> <ol style="list-style-type: none"> <li>1. Referral system data collection (Adult Ed; MDOL) Review WFS data dashboard draft</li> <li>2. Business services outreach progress – Main Streets; DID; Chambers</li> </ol>	<p>Amy shared the data dashboard developed based on WFS referral data. She plans to merge with Adult Ed data, and will work with Kim to obtain AWARE data for Voc Rehab referral data.</p> <p>Amy's business services outreach progress:</p> <ul style="list-style-type: none"> <li>• Had a meeting with MDF/Main Street Program Director re: State Workforce Board outreach. Plan to present on business services to a group of Main Street and affiliate programs in September.</li> <li>• Connected with Discover Downtown Westbrook (DDW) and met with business committee board member re: sharing business resources. Will reconnect in September when ED with DDW and Amy are back from vacations.</li> <li>• Presenting to Portland Downtown's business committee next week, the only downtown improvement district in coastal counties region.</li> <li>• Would BES would be open to assisting with Main Street or downtown programs to host job fairs should the request come up at one of these venues? Rob noted that they have worked with towns and cities to hold job fairs – Westbrook and Scarborough specifically – and can work with these groups if the need and interest is there.</li> </ul> <p>In response to a previous request from a COG member, Amy developed a CCWI/WIOA presentation in PowerPoint that she will share with the group. Members can make edits or add slides specific to their organization as relevant to who they are sharing the information with.</p>	<p>Amy will follow up with any requests for job fair support from Portland Downtown.</p>

<p>Updates from the group</p>	<p><b>Jeff:</b> New hires have started. AGC program keeping them busy. Biddeford, Gorham, and Bath (Morse High School) locations – looks like they might have about 36 enrollments.  YouthBuild new hire starting next week.  Workload while on-boarding new staff has been a challenge.</p> <p><b>Sheila:</b> Filling several career advisor positions. Looking for several. Managers are acting as career advisors during shortfall in staffing. Just finished year-end reporting. Everyone is really busy. Amazing work in the past year.</p> <p><b>Rob:</b> Continuing to look at filling a career consultant position – have a couple of candidates.  Group including Prosperity Maine, Catholic Charities, Governors Office to talk about building out Howard Johnsons for asylum seekers. Data management sharing is a challenge for different entities in this group.  Monthly job fair next week. Seems to be slowing down from previous levels. ~50 job-seekers at the most recent fair (down from ~200).  Springvale services are growing, including in employers. ~15 employers at last job fair. Partnership with Adult Ed allows to expand through use of library space. Exploring space for York County annual job fair – typically 80 – 100 employers. Armory is not available. Considering making it a multi-day event to accommodate everyone.</p> <p><b>Kim:</b> Have ~22 students doing paid summer work. Counselors doing job coaching. Everyone is doing well.  Had a posting just close for a VR2 position. Has been over two years in the search. Cost of living in the area doesn't align well with salaries.</p> <p><b>Mike:</b> Just filled a career advisor position!</p> <p><b>Krista:</b> Recently met regarding working with new Mainer population, as per Rob's update. Became an admin to register people for Google certification program (attached intro). Scholarships are available. DOL offers certification – cyber security, IT support, etc. Send people to Krista for enrollment (<a href="mailto:Krista.Campbell@maine.gov">Krista.Campbell@maine.gov</a>). She will need first and last name, and email address to register someone.</p>
<p>2023 -2024 Meeting Schedule</p>	<p>COG will continue to meet on the fourth Wednesday at 3:00PM, resuming in September after taking the month of August off.</p>
<p>Adjourn</p>	<p>3:40 PM</p>

Next Meeting: September 27, 2023 @ 3:00PM