

Coastal Operators Group (COG) Meeting

Minutes

September 28, 2022

3:00 – 4:00 PM

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

1. *Hear updates and potential challenges from program partners;*
2. *Have options for proceeding with referral process development;*
3. *Have a plan for developing a group mission statement.*

Subject	Comments/Details	Action Item(s)
Welcome	In attendance: Amy Geren (OSO), Jillian Sample (CCWI), Jeff Martinelli (Workforce Solutions), Mark Guzetta (CCWI), Rene Smith (Brunswick Career Center), Rob Klaiber (Greater Portland and Springvale Career Centers), Jillian Sample (CCWI), Kim Desso (Maine DOL VR), Mike Robinson (Workforce Solutions)	
Review 7/27 Meeting Minutes	No edits requested	
<i>Hear Updates and potential challenges from program partners</i>	<p>1. Programmatic updates/initiatives that you want other partners to be aware of</p> <p>Rob: Shared job fair details and other updates</p> <ul style="list-style-type: none"> • Weekly events at the Springvale career center – Thursdays 3:00 – 5:00 PM • Saturday, Oct. 1st, 9:00 – 11:00 AM – Sanford Adult Ed • Monthly first Wednesday – Greater Portland Career Center; next month (10/5/22) will focus on seasonal employment (oil delivery, recreation, retail, etc.) • Wednesday 10/12/22, 9:00 AM – 1:00 PM – Fedcap / Caring for ME (healthcare focus – direct and behavioral health) • YCCC all-sector job fair 10/25, 2:00 – 5:00 PM • Hyacinth Church on Brown Street in Westbrook, 10/24 – partnering with community policing and DEI coordinator (still looking for employers) 	

- Has staff in libraries where they sometimes hold focus groups (youth, etc.) and cover services provided; has been limited attendance despite promotion in newspaper. Have always found good partners in libraries.

Rene: Shared job fair details and other updates

- Hiring event in Brunswick on the green downtown 9/29/22 (58 employers, including Caring for ME)
- First indoor hiring event since pandemic @ SMCC in Brunswick
- Have staff in libraries 2X/monthly in coastal areas, including Boothbay, Wiscasset, Bath, Topsham, Lisbon, Brunswick, Freeport; libraries have been promoting
- 'Bendable' – training staff on employment side, opportunities for training

Kim: Shared updates

- BRS will be featured on Maine Life, This is Maine episode, which will focus on youth who worked at Ferry Beach
- Have ramped up youth programming – transition, life skills, post-secondary for students who participated in bus tours with overnights (sports teams were a draw for this population)
- Ramping up work with younger students (14+), one session during regular class period. Life skills class has been open to partnering
- Fedcap presentation about VR

Jeff: Shared youth program updates

- Working with a youth grant cohort (40 hour program)
 - Workforce development
 - Soft skills development
 - Excited for output (6 currently – hope to double for next round in November or December)

Mike shared healthcare and DW updates

- Healthcare – Adult Ed and community colleges are supporting training for clients
- DW – focusing on getting referrals, which can go to:
 - Sarah Overlock
Intake Program Coordinator
Goodwill Workforce Solutions
Goodwill of Northern New England
1-207-930-7047; intake@workforcesolutionsme.org

	<p>Jillian noted that from the board’s perspective, focusing on youth and DW has been a challenge, and shared that the State, with the workforce development boards, have been awarded funding to continue to support DW.</p> <p>2. Biggest challenge of the month Staffing challenge across agencies, specifically ESL staff, and the inability to keep centers open desired hours.</p> <p>Rob: No significant changes in numbers at career centers – has been steady, but nothing significant; Springvale is still open three days with high teens low 20s visiting each week; Portland is open Monday through Thursday and considering going to five days – not numbers driven but in step with pandemic easement; UI staff is available on Wednesday (9 – 12) in Portland, but not in Springvale</p> <p>Rene: Limited ESL staff UI only available in the big offices due to low numbers Brunswick had to cut back to one day from two based on staffing Had meeting re: fishing industry, hitting Machias significantly, will affect other pieces that connect to fishing; Looking to send a newsletter to fishing associations as opportunities</p>	
<i>Have options for proceeding with referral process development</i>	<p>Amy shared the findings from her conversations with partners re: enrollment and referral processes. Focus on enrollment process versus form will be more productive. Opportunities with virtual AJC in development, as well as through cross-training initiatives.</p> <p>Maine JobLink has a place for entering referrals – can refer a customer to employer but does not include referral to partners.</p>	
<i>Have a plan for developing a group mission statement</i>	<p>Amy and Jillian drafted a mission statement, and Amy shared and received feedback.</p> <p>Rob: Career Center focuses on dual customers job seeker and employer, and it would be good to transfer this to the mission statement.</p>	<p>Amy will circulate the draft statement for feedback from other partners not present.</p>
Adjourn		3:51 PM

Next meeting: October 26, 2022 @ 3:00 PM