

# CCWI

## Local Plan Committee Meeting

### 04/15

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April 15, 2025 / 10:00 – 11:00 AM / Zoom

#### ATTENDEES

- CCWI Staff Present: Jennifer Galletta, Amy Geren, Antoinette Mancusi, Heather Stott
- Board Members Present: Kelly Flagg, Jaime Grover, Tom Nickerson, James Rather
- Board Members Absent: Justin Cotta Holmes, Kelly Osborn, Jim Whitten

#### AGENDA

Subject	Comments	Action Items
1. Review planning process dates (workplan), 10:00 - 10:15 AM, <i>Amy Geren</i>	<ul style="list-style-type: none"><li>• Three stakeholder / community sessions</li><li>• Confirm committee member attendance (one member per meeting)</li><li>• Regional analysis review</li><li>• Circulate draft to CCWB local plan subcommittee for review (5/1)</li><li>• Public comment period (5/22 – 6/2)</li><li>• Final draft due (6/11)</li><li>• CCWB June 12th quarterly meeting vote to ratify</li><li>• The Local Plan is due on Sunday, June 15th to the State of Maine</li></ul>	<ul style="list-style-type: none"><li>• Stakeholder Engagement Session Committee Volunteers</li><li>• April 22nd @ 12:00 pm: Kelly Osborn (will need to confirm her availability)</li><li>• April 22nd @ 3:00 pm: James Rather</li><li>• April 24th @ 2:00 pm: Tom Nickerson</li></ul>
2. Meeting Schedule, 10:15 - 10:25 AM, <i>Heather Stott</i>	<ul style="list-style-type: none"><li>• Stakeholder engagement sessions review 4/29 @ 10:00 AM</li><li>• Draft review 5/7: 12:00 - 1:30 PM</li><li>• Review public comments 6/5: 3:00 - 4:00 PM</li></ul>	<ul style="list-style-type: none"><li>• Jen will send out Google Calendar invites to the committee members for the remaining meetings</li></ul>

<p>3. Determine committee members roles in local plan development, 10:25 - 10:50 AM, <i>Antoinette Mancusi</i></p>	<ul style="list-style-type: none"> <li>● CCWI will send out the attendance and the questions to the committee ahead of the stakeholder engagement sessions</li> <li>● The committee will review a draft of the plan before the May meeting.</li> <li>● Funding trends need to be reviewed and included in the plan since there is an anticipated funding decline.</li> <li>● Infrastructure costs for the One Stop Center will need to be reevaluated.</li> <li>● Continue to hold quarterly meetings that focus on integration of WIOA requirements to services and providers.</li> <li>● Local service area interaction has varied amongst board members in their industries and has posed challenges.</li> </ul>	
<p>4. Review Next Steps &amp; Adjourn, 11:00 AM, Jen Galletta</p>	<ul style="list-style-type: none"> <li>● Amy will create a comparison doc with previous goals and current goals for the Local Plan.</li> </ul>	<ul style="list-style-type: none"> <li>● Amy will email the committee members the doc before the next meeting on April 29th.</li> <li>● The committee members will also be emailed the stakeholder session questions ahead of the three meetings next week.</li> </ul>

Next meeting: April 29 at 10 am