

# Central/Western Maine Workforce Investment Board [CWMWIB]

## Executive Committee Conference Call Meeting Minutes

December 16, 2015

**Attendees calling in:** Craig Nelson, Jim Trundy  
**Staff:** Jeff Sneddon

### Call to Order

The meeting was called to order by C. Nelson.

### Approval of October Meeting Minutes

The meeting minutes were presented by C. Nelson and approved by all participating members.

### CWMWIB Activities

J. Sneddon provided the Executive Committee with an update of ongoing/recent activities:

- Recent DAFS audit occurred on December 9 & 10, 2015. During the exit interview the auditor indicated that no findings have been noted. A final report will be sent once the review has been completed.
- WIOA transition at both the State and local level; significant time has been dedicated to the development of the State Unified Plan and the implementation of the new regulations. He also spoke about the pending revision of the Local Plan; MDOL has agreed to a revised timeline and due date for it to be submitted. The new date will be 90 days after the State Unified Plan has been submitted to US DOL. Also being discussed is whether or not a “Regional Plan” will need to be created; or if the Local Plan will suffice as a regional plan as well. Once he receives a decision from MDOL he will inform the Executive Committee.
- An updated summary of Manufacturing Day (MFG Day) in Local Area 3 was given: 600+ students participated from 16 different schools, ranging from 6<sup>th</sup> graders to college students. There were manufacturing employers participating from all five counties within Local Area 3; and the Manufacturers Association of Maine held its flagship event at Strainrite, located in Auburn. Governor LePage also made an official proclamation that October is Manufacturing Month; the proclamation was posted on the National Manufacturing Day website.
- Ongoing work within Local Area 3 involving targeted industries and workforce development. One of the growth industries they actively working with is the manufacturing sector as noted above; an employer advisory panel has been established utilizing many of the employers that participated in MFG Day to determine their occupational needs. The goal is to work with employers and educators to develop short-term occupational training to get job seekers more quickly employed with applicable skills that result in meeting the employer’s needs and increases employee retention.
- Working with partner agencies to prepare for the Verso Paper layoff; two Peer Support Workers (PSW) are in the process of being hired and will be housed at the Wilton CareerCenter. The PSWs’ will help the employees as they are being laid off and guide them in their next step after Verso. He also mentioned his participation at the Franklin County Economic Development Council’s (FCEDC) annual meeting and spoke to the attendees about the importance of collaboration between workforce development and FCEDC.

### Other Business

There was no other business to conduct and the meeting was adjourned.