

Central/Western Maine Workforce Investment Board [CWMWIB]

Executive Committee Conference Call Meeting Minutes

March 18, 2015

Attendees by conference call: Craig Nelson, Jim Trundy, Dale Morrell

Staff: Jeff Sneddon

Call to Order

The meeting was called to order by C. Nelson.

Approval of January Meeting Minutes

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

CWMWIB Activities

J. Sneddon reported on the following activities:

- A new Peer Support Worker (PSW) for the United Technologies Corporation (UTC) was hired and started employment at the Skowhegan CareerCenter on March 9, 2015.
- Another Disability Resource Coordinator was hired to fill the vacant position at the Augusta CareerCenter and will be starting work on March 26, 2015.
- Recent Youth Council meeting, explained a few of the major changes in youth services due to the pending WIOA transition (e.g. 75% of Youth funds required to be allocated for out-of-school youth, changes in older youth eligibility, minimum of 20% of Youth funds required to be allocated to work experience); also discussed the change from a required Youth Council to a *suggested* youth sub-committee.
- Active participation on the WIOA State Steering Committee and the State Unified Plan sub-committee; upcoming meeting on March 23rd.
- Working with G. Senese, State Director for Adult Education (AE) and local AE providers in their career pathways plans.
- ETA is having webinars and conference calls with information on WIOA; J. Sneddon continues to participate in these. The information presented is still at a high level since the proposed rulemaking has not been released.

The Executive committee discussed the procedure for installing a new Treasurer: the nominations Chair will present Ralph Ryder as the nomination for the Treasurer position at the next Board meeting in April. R. Ryder will need to sign the bank signature card and D. Morrell will meet with him to provide instruction on the duties of Treasurer.

Also discussed was the organizational structure of the corporation and the LWIB Board; D. Morrell continues to work on this, which will be voted on at the June meeting prior to the start of the new program year under WIOA.

Other Business

A strategic plan retreat will be scheduled in the fall to gather information for the updated Local plan that is due in March 2016.

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