

Central/Western Maine Workforce Investment Board [CWMWIB]

Executive Committee Meeting Minutes

July 16, 2014

Lewiston CareerCenter, Lewiston Maine

Members attending: Dale Morrell, Jim Trundy, Craig Nelson

Staff attending: Jeff Sneddon

Call to Order

The meeting was called to order by C. Nelson.

Approval of May Meeting Minutes

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

Federal Monitoring

J. Sneddon updated the Executive Committee on the following accomplishments from the Correction Action Plan that address and resolve findings on the Federal Monitoring report: the OSO Agreement and CLEO Governance Agreement have been approved by both the CLEO and the CWMWIB Board. The documents have been signed and submitted to MDOL for approval. Four new policies have been developed, approved by the CWMWIB Board and provided to the CareerCenter Managers for implementation:

- WIA Youth Services Sixth Barrier Definition
- Policy Governing Complaints and Grievances
- Fraud/Abuse Reporting Policy
- Policy Amendment to the Accounting & Financial Policies and Procedures Manual: Governing Policies Pertaining to Federal Awards; Policies for Monitoring of Subcontractors

He will keep the Executive Committee apprised as progress is made on the Corrective Action Plan. At this point, most of the findings have been addressed and he is working with MDOL to resolve any outstanding findings. J. Sneddon is working on a CAP status report and will send a copy to the Executive Committee when it is submitted to BES.

Other Business

Discussed upcoming Board meeting in September; should we have it at MaineGeneral again, should we have a presentation of FirstPark (also regional business issues, foreign trade zone status) by B. Jackson as well as an update on labor market information from CWRI? J. Sneddon will contact CWRI and the hospital to determine if the meeting can be held there and C. Nelson will contact B. Jackson.

An update was given by J. Sneddon regarding recent and ongoing activities that included:

- Working with MDOL and the Health Care industry on the Job-Driven National Emergency Grant that was awarded to Maine to implement a baseline occupational training program that will provide participants with a better understanding of the industry and prepare them for specific health care occupations.
- Implementation of the 5-Yr Local Plan: working with the Manufacturing Association of Maine, manufacturers, high schools & career and technical education Centers to participate in the National Manufacturing Day in Local Area Three.
- WIA PY 2012 program monitoring on BES and the Augusta CareerCenter.

No other business was conducted and the meeting was adjourned.