

Central/Western Maine Workforce Development Board [CWMWDB]

Executive Committee Meeting Minutes

July 20, 2016

Attendees: Ralph Ryder, Dale Morrell
Attendees calling in: Jim Trundy, Muriel Mosher, Craig Nelson
Staff: Jeff Sneddon

Call to Order

The meeting was called to order by C. Nelson.

Approval of June Meeting Minutes

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

CWMWDB Activities

An overview of workforce development activities was presented:

- In regard to the Workforce Innovation and Opportunities Act (WIOA); the Maine Department of Labor (MDOL) and the four core partners of WIOA are working on Memorandums of Understanding (MOUs) between the partners and developing state-level policies; the Local Plan is still being updated in terms of additional data inclusion and WIOA compliance. The goal to have a draft plan completed by mid-June has changed to early August with the public comment period for review in mid-August to mid-September. J. Sneddon has received approval from MDOL to change the submittal date to 90 days after the State plan has been approved (the end of September 2016). The plan will be submitted to MDOL for approval at the end September. As soon as the Local Plan is posted for public comment, J. Sneddon will contact the Board with a link to the plan for their opportunity to review it and provide comments.
- The next Steering Committee meeting will be on September 12th at MEP to discuss any comments received as a result of the public comment period for the draft WIOA Local Plan. J. Sneddon will send any comments received to the Steering Committee prior to the meeting.
- J. Sneddon is working with staff and MDOL to prepare for two federal program reviews. On August 3, 2016 there will be a program review for the Disability Employment Initiative. The WIOA review has been moved from August 4, 2016 to September 22, 2016. Both audits will be conducted by the USDOL – Region One Office and MDOL – Bureau of Employment Services.
- J. Sneddon and MDOL's Rapid Response staff hired two Peer Support Workers (PSW) to assist workers affected by the Madison Paper layoffs. One PSW recently started on June 20th and the other PSW started on July 18th. The new staff are housed at the Skowhegan CareerCenter and will be working with the unemployed workers for up to six months.
- Staff is working with employers in three targeted industries (health care, manufacturing, Information Technology) to identify their employment needs and create relevant training programs that result in highly qualified and valued employees both now and in the future. The

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goal is to develop career pathways in each of the industries to facilitate employee retention and encourage upward career mobility.

- The Executive Committee discussed the pending Board meeting schedule for PY 2016: all agreed to continue meeting at the MaineGeneral Medical Center if rooms were available; meetings will now be on a quarterly basis (e.g. September, November, May) for PY 2016. J. Sneddon will contact CWRI to see if they can present LMI at the upcoming meeting on September 16th.

Other Business

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