

Central/Western Maine Workforce Development Board

Executive Committee

Meeting Minutes

August 17, 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 July 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 by J. Sneddon:

- Regarding WIOA; he is working with the CareerCenter Managers and MDOL to prepare for a WIOA implementation site review on September 22, 2016. The onsite visit will be conducted by the USDOL – Region One Office and MDOL – Bureau of Employment Services. C. Nelson suggested that J. Sneddon invite both Ben Tucker (Senator King) and Patty Aho (Senator Collins) to the WIOA onsite visit; J. Sneddon will follow up with them.
- The Local Plan was posted for public comment on August 12, 2016 and will end on September 11, 2016. J. Sneddon contacted the Board with a link to the plan for their opportunity to review it and provide comments if applicable. Once the public comment period is over, he will meet with the Steering Committee to address all comments submitted and determine if the plan needs to be modified prior to being submitted to MDOL for approval at the end September.
- An onsite review for the Disability Employment Initiative (DEI) grant was conducted at MDOL by the USDOL – Region One Office during the first part of August; the reviewer spent an afternoon (8/4/16) with J. Sneddon and the DEI team discussing the grant activities to date. Comments from the reviewer to MDOL about their visit with CWMWDB were very positive.

- J. Sneddon and his team are working with employers in three targeted industries (health care, manufacturing, Information Technology) to develop career pathways in each industry to facilitate employee retention and encourage upward career mobility. Additional Ready2Work occupational training is being pursued and developed for the health care and manufacturing industry.

Other Business

There was a brief discussion about the upcoming Board meeting on September 16th; J. Sneddon requested that a representative from CWRI present a Labor Market Information (LMI) update to the Board at the meeting. Since the Board will only be meeting on a quarterly basis it was suggested that J. Sneddon provide LMI data to the Board each quarter or at least twice per year. He is also working on three WIOA Local Policies that will be presented to the Board for review and approval.

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