

# Central/Western Maine Workforce Investment Board

## Chief Elected Officials [CEO]

### Meeting Minutes

Thursday, January 14, 2016

Attendees in person: Elaine Makas (Androscoggin)  
Attendees by conference call: David Duguay (Oxford), Gary McGrane (Franklin)  
Staff: Jeff Sneddon (Executive Director), Sara McLaughlin (Fiscal Agent)  
Absent: Dean Cray (Somerset), Bob Devlin (Kennebec)

#### Call to Order

G. McGrane called the meeting to order at approximately 5:15 pm.

#### Approve December Meeting Minutes

The following meeting minutes were reviewed and approved:

- December 10, 2015 – Motion by E. Makas, seconded by D. Duguay; unanimously approved.

#### Budget Updates PY 2014 & 2015

The budgets were presented by S. McLaughlin for review and approval; we are 50% through the program year and expenditures to date are at 37%. She indicated that this spending trend may continue due to the allocation of staff time to the two discretionary grants (Job-Driven NEG, Sector-Partnership NEG). A motion was made by E. Makas to place the budgets on file as presented; the motion was seconded by D. Duguay and unanimously approved by the CEO.

#### WIOA Transition

J. Sneddon briefed the CEO on the WIOA transition at both the State and local level; not much new to report as far as new rules being implemented at the local level. The official WIOA rules will not even be available until early summer (June 2016). The due date for the State Unified Plan has been extended by USDOL to April 1, 2016. This allows the Local Boards additional time to develop their plans and will extend our due date to July 2016.

#### CWMWIB Activities

An overview of workforce development activities was presented by J. Sneddon: several “Ready2Work” occupational training programs are ongoing/pending in health care and manufacturing. An employer advisory group for the IT/IT professional industry is scheduled for January 25 at Geiger in Lewiston; the goal is to work with employers to identify their hiring needs/occupational and required skills sets to better develop relevant training and improve job seeker preparation. J. Sneddon recently hired a Disability Resource Coordinator to fill the vacancy at the

Augusta CareerCenter as well as hiring two Peer Support Workers for the VERSO Paper layoffs in Jay, Maine

**Other Business**

J. Sneddon mentioned that he received an email from G. Oswald, Director of the State Workforce Investment Board (SWIB) asking if one of the CEO's in Local Area 3 would be willing to serve on the SWIB. G. McGrane asked D. Duguay if he would consider serving; J. Sneddon will send him information about the SWIB for his review and indicated that he would consider serving. E. Makas made a motion to nominate D. Duguay to serve on the SWIB if he so chooses once he receives more information about the SWIB and G. McGrane seconded the motion. The motion was approved the CEO.

There was no other business and the meeting was adjourned.

Attested by: \_\_\_\_\_  
CEO Secretary

\_\_\_\_\_  
Date

**Next Meeting: February 11, 2016 5:00 pm, Location Androscoggin County Office**