

Central/Western Maine Workforce Development Board

Chief Elected Officials [CEO]

Meeting Minutes

Thursday, March 10, 2016

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

Call to Order

J. Sneddon called the meeting to order at approximately 5:13 pm.

Approve February Meeting Minutes

There was not a quorum so the meeting minutes were not approved. They will be presented at the next CEO meeting (April 14, 2016) for approval.

Budget Updates PY 2014 & 2015

The budgets were presented by S. McLaughlin for review and approval; we are 67% through the program year and expenditures to date are at 48%. There was not a quorum so the budgets were not approved. They will be presented at the next CEO meeting (April 14, 2016) for approval. The FY 15 fiscal audit is nearing completion and will be submitted to the Federal Clearinghouse on or before March 31, 2016.

WIOA Transition

J. Sneddon briefed the CEO on the WIOA transition at both the State and local level: the public comment period for the State Unified Plan has ended and is being revised accordingly based on the comments received. State WIOA policies are also being developed and will be submitted along with the State Plan to USDOL. Most if not all of the local policies will need to be revised to comply with WIOA, but the State creates its policies first and we align ours with the State's.

As of March 1, 2016 we changed the name of the local workforce board from "Investment" Board to "Development" Board to comply with the new WIOA rules.

CWMWIB Activities

An overview of workforce development activities was presented by J. Sneddon:

- Both of the Disability Resource Coordinator positions are vacant and J. Sneddon is in the process of filling them.

- Working with educators and CareerCenter to review the information gathered from the IT employer meeting held at Geiger. The goal is to determine the feasibility of creating a fundamental occupational training program for entry level positions.
- Preparing for the PY14 annual program review by MDOL – BES for CWMWDB and the Augusta CareerCenter.
- Will attend the National Association of Workforce Boards annual meeting on March 12 – 15, 2016.

Other Business

J. Sneddon presented a nomination for the CWMWDB Board for the CEO’s approval; Dale Morrell, representing St. Mary’s Health System. Even though there was not a quorum B. Devlin and E. Makas both approved the nomination. J. Sneddon will contact the other CEO members via telephone for their approval.

There was no other business and the meeting was adjourned.

Attested by: _____ **Date** _____
CEO Secretary

Next Meeting: April 14, 2016 5:00 pm, Location TBD

*Revised meeting minutes to include D. Duguay as a CEO attending by conference call.