

**Central/Western Maine Workforce Development Board
Chief Elected Officials (CEO)
Kennebec County Office, Augusta
Meeting Minutes**

Thursday, August 10, 2017 9:00 AM

Attendees Patsy Crocket (Kennebec)
by conference call: David Duguay (Oxford), Zakk Maher (Androscoggin)
Staff: Jeff Sneddon (Exec. Director), Helen Crabtree (Exec. Administrative Assistant)
Guest: Charles Pray, (MCCA)
Absent: Sara McLaughlin (Fiscal Agent)

Call to Order

Jeff Sneddon called the meeting to order.

Approval of July Meeting Minutes

The motion was made by P. Crocket to accept the July meeting minutes; the motion was seconded by D. Duguay and approved by the participating members.

CWMWDB Activities

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

- Regarding WIOA
 - The Western Main Community Action (WMCA) request to transfer funds from dislocated worker program to adult program was approved.
- Budget Updates FY16 & 17
 - On behalf of S. McLaughlin, J. Sneddon presented the FY 2016-2017 Administrative Budget and Program Budget for review and approval. The figures are estimates and not firm A motion was made by D. Duguay to place the financial reports on file as presented; the motion was seconded by P. Crocket and approved by all the participating members.
- The Commissioner's Letter to Secretary of Labor
 - The Governor's letter was presented by J. Sneddon for review and for response to the governor's proposed elimination of the local workforce board. Also discussed was the fact that the PY17 WIOA contract between MDOL and CWMWDB was only for a four-month period (July 1, 2017-October 31, 2017). This action greatly hinders participant enrollment as well as the ability to achieve the WIOA metrics. D. Duguay made a motion to mail send correspondence to the Commissioner of Labor indicating that they approve the signing of the PY17 "quarterly" contract but that it was under duress; the motion was seconded by P. Crocket and approved by all the participating members.
- CEO Chair Vote
 - P. Crocket made a motion to vote Zakk Maher as chair of the Chief Elected Officials (CEO); the motion was seconded by D. Duguay. All parties were in favor and the motion was approved.

Other Business

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