

Central/Western Maine Workforce Investment Board

Chief Local Elected Officials [CLEO]

Meeting Minutes

Thursday, March 12, 2015 5:00 PM

Attendees: Elaine Makas (Androscoggin)
Attendees by conference call: Bev Daggett (Kennebec), David Duguay (Oxford)
Staff: Jeff Sneddon (Executive Director), Sara McLaughlin (Fiscal Agent)
Absent: Deane Cray (Somerset) Gary McGrane (Franklin)

Call to Order

J. Sneddon called the meeting to order at approximately 5:02 pm.

Approve February Meeting Minutes

A motion was made by B. Daggett to accept the February meeting minutes as presented; the motion was seconded by E. Makas. The vote was unanimously approved.

Budget Update

S. McLaughlin presented the PY 2014 administrative and the program budget to the CLEO; we continue to be under budget (52% expended) for the time of the year (67% through the program year) in most categories. She provided an overview to the CLEO regarding the program budget and how the funds are allocated. A motion was made by B. Daggett to accept the budget as presented; the motion was seconded by E. Makas. The vote was unanimously approved. S. McLaughlin mentioned that the FY2013 fiscal audit is almost finished and there were no issues identified by the auditor during the field work. The audit will be submitted on or before March 31, 2015.

WMWIB Activities

An update was given to the CLEO by J. Sneddon regarding recent and ongoing activities that include:

- Due to the pending layoffs at UTC in Pittsfield, a contract has been awarded to the CWMWIB to provide a Peer Support Worker (PSW) to the affected employees for the next 6 months as the facility begins to shut down. The purpose of the PSW is to act as a liaison between the company, the employees and the rapid response services that are available to the employees.
- Continue to provide oversight on the Disability Employment Initiative grant; the Disability Resource Coordinator (DRC) position at the Augusta CareerCenter is in the process of being filled. J. Sneddon and the search committee have finished interviews and selected a candidate that will start before the end of March.
- J. Sneddon continues to strengthen the working relationship between the economic development community and the CWMWIB; he participated in the Kennebec Valley Council of Government's Comprehensive Economic Development Strategy (CEDS) Committee meeting, met with the new president of the Lewiston/Auburn Economic Growth Council, and attended the Franklin County Community College Network quarterly.
- As the WIOA law continues to be reviewed by the Maine Bureau of Employment Services and the other LWIBs; they are working together on a statewide Steering Committee to transition Maine from WIA to WIOA. J. Sneddon serves on the Unified State plan sub-committee and will have their first meeting on March 23rd.

Other Business

There was no other business and the meeting was adjourned.

Attested by: _____
CLEO Secretary

Date

Next Meeting: April 9, 2015 5:00 pm, (Location TBD)