

Central/Western Maine Workforce Investment Board

Chief Local Elected Officials [CLEO] Meeting Minutes Thursday, June 18, 2015 5:00 PM

Attendees: Bob Devlin (Proxy for B. Daggett, Kennebec)
Attendees by conference call: Elaine Makas (Androscoggin), Gary McGrane (Franklin)
Guests: Ginny Carroll (MDOL/BES)
Staff: Jeff Sneddon (Executive Director)
Absent: Deane Cray (Somerset), Bev Daggett (Kennebec), David Duguay (Oxford)
Sara McLaughlin (Fiscal Agent)

Call to Order

J. Sneddon called the meeting to order at approximately 5:04 pm.

Approve May Meeting Minutes

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

WIOA Transition

Ginny Carroll, MDOL/BES, attended the meeting to speak to the CLEO about the new WIOA regulations regarding the Initial Local Designation and the new requirements for the Chief Elected Officials Agreement (formerly the Chief Local Elected Officials). G. Carroll pointed out that the existing Local Area request for Initial Local Designation was very similar to WIA regulations. She indicated that Local Area 3 meets all the requirements and will receive the designation but that BES needed to complete their communications with all CLEOS and LWIBS before announcing the designations. In terms of the CEO Agreement, BES cannot require a CEO Agreement but can require CEO By-laws under WIOA. The SWIB will draft and send out a policy to address this issue at the end of June. The addition/change is specifically related to how CEO's nominate and elect Board members. J. Sneddon asked about Employer representation on the Board and inquired specifically if CEI met the new definition for employer. G. Carroll indicated that they did, however the employer must be located in the Local Area in order to qualify. Since CEI is not located in LA3 they would not qualify, but stated that CEI is a statewide employer and would be a good candidate for the SWIB.

Budget Update

S. McLaughlin presented the administrative and program budgets for PY 2014 & 2015 to the CLEO; we continue to be under budget (82% expended) for the time of the year (92% through the program year) in most categories. There was one question about the insurance expense only at 63%; some of the policies are billed quarterly and not monthly. There was a brief discussion about the unexpended \$85,000 of PY13 BES funds; it has been re-allocated to Western Maine Community Action and contract amendments have been executed. A motion was made by E. Makas to accept the budgets as presented; the motion was seconded by B. Devlin. The vote was unanimously approved.

CWMWIB Activities

J. Sneddon presented the CLEO with two Board nominations:

- Justin Walsh; IBEW Local 567
- Erika Douglass; Maine Machine Products Co.

A motion was made by B. Devlin to accept both nominations; the motion was seconded by E. Makas and was unanimously approved. J. Sneddon will send the additional nominations to the CLEO as soon as the nominees contact him with their willingness to serve and the CLEO will hold a telephone conference to approve any additional Board nominees on June 25, 2015.

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

- Continued work on the upcoming Manufacturing Day on October 2, 2015.
- Participation in the Workforce Investment and Opportunities Act (WIOA) State Plan visioning sessions on May 18 & 19th, the WIOA Statewide Steering Committee and the Unified State Planning Group to transition Maine to the new WIOA regulations.
- Attended the National Disabilities Institute onsite visit for the Disability Employment Initiative grant.
- Working with Adult Education providers in Local Area 3 in support of their “career pathways” planning efforts and to assist in the transition to WIOA.
- Recent DAFS fiscal audit on June 3 & 4, 2015; no findings or issues were noted as a result of the audit.
- Planning for program monitoring of the CareerCenters for Program Year 2013.
- Engaged in Program Year 2015 budgeting with service providers (Western Maine Community Action and Maine Bureau of Employment Services).
- Currently reviewing new Workforce Board membership requirements as a result of the new WIOA regulations and recruiting new Board members.

Other Business

There was no other business and the meeting was adjourned.

Attested by: _____
CLEO Secretary

Date

Next Meeting: June 25, 2015 1:00 pm, (conference call)