

Central/Western Maine Workforce Investment Board

Chief Local Elected Officials [CLEO] Meeting Minutes

Kennebec County Office

Thursday, September 11, 2014 5:00 PM

Attendees in person: Bev Daggett & Bob Devlin (Kennebec)
Attendees by conference call: Gary McGrane (Franklin), Lynda Quinn (Somerset), Elaine Makas (Androscoggin)
Staff: Jeff Sneddon (Executive Director), Sara McLaughlin (Fiscal Agent)
Absent: Caldwell Jackson (Oxford)

Call to Order

G. McGrane called the meeting to order at approximately 5:03 pm.

Approve August Meeting Minutes

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

Budget Update

S. McLaughlin presented the PY 2014 administrative budget. She indicated that we are under budget for the time of the year (17% of the year is over and we have only spent 8% of budget) due to approximately \$13,000 of carry-in funds. G. McGrane requested that any carry-in funds be recorded in the current year budget. A motion was made by L. Quinn to accept the budget as presented; the motion was seconded by B. Daggett. The vote was unanimously approved.

WIOA

J. Sneddon updated the CLEO on the recent WIOA legislation; he provided a brief 1-page document highlighting the changes from WIA. He mentioned the information gathering webinars that are being held to get input from stakeholders for the next step in policy and rule making for WIOA. One of the more significant changes is the new requirement of expending 75% of WIOA Youth Program funds on Out-of-School Youth; J. Sneddon will be meeting with the CareerCenter Managers and Youth Counselors to develop an action plan for this new requirement.

CWMWIB Activities

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

- Working with MDOL on the Job-Driven National Emergency Grant; participated in interview team for the hiring of the state-level grant coordinator; working with CareerCenters to begin implementation of the grant and the roll-out of the Ready-2-Work workforce academy for the health care industry.
- Continuing work to coordinate activities in Local Area 3 for National Manufacturing Day on October 3, 2014. So far there are at least 2 participating manufacturers in each of the 5 counties (Androscoggin, Oxford, Franklin, Kennebec and Somerset) that plan to host open houses and tours of their facilities to students.
- Will be preparing for upcoming DAFS audit and BES program audit scheduled for the second quarter.

Other Business

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

Next Meeting: October 9, 2014 5:00 pm, (Location TBD)

Attested by: _____
CLEO Secretary

Date