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## ***Meeting Record November 20, 2015*** **MaineGeneral Medical Center**

**Board Members Attending:** Craig Nelson (Chair), Jim Trundy, Kelly Aho, Chris Greenleaf, Harvey Smith, Erika Douglass, Greg Boyd, Muriel Mosher, Elaine Makas  
**Call-in Members/Guests:** Razell Ward, Amy Landry, Greg Patterson  
**Guests:** Karen Staples (Representative Poliquin's office), Peaches Bass (MDOL), Peter Diplock  
**Staff:** Jeff Sneddon, Sara McLaughlin, Michelle Berry, Harry Simones

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### **Call to Order & Introductions**

C. Nelson, Board Chair, called the meeting to order and introductions were made by all Board members and guests.

### **Fiscal Report**

S. McLaughlin had another commitment later that morning so the Fiscal Report was presented first. She presented the WIA/WIOA Program Budget Report YTD for PY2014 & PY2015 and a copy of the report was distributed to the Board for review. There are currently 6 contracts/grants open; each program contract was described and the percentage of funding expended to date for each grant was provided.

Action Item: Motion to accept the WIA Program Budget Report as presented/C. Nelson

Second: E. Makas

Discussion: none

Vote by members present: approved

Abstain: 0

Objection: 0

### **Approval of September Meeting Minutes**

Action Item: Motion to accept the 9/18/15 meeting minutes/M. Mosher

Second: E. Makas

Discussion: none

Vote by members present: approved

Abstain: 0

Objection: 0

### **Industry Partnership/Employer Engagement**

A summary of Manufacturing Day (MFG Day) in Local Area 3 was given to the Board by H. Simones: 600+ students participated from 16 different schools, ranging from 6<sup>th</sup> graders to college students. There were manufacturing employers participating from all five counties within Local Area 3; and the Manufacturers Association of Maine held its flagship event at Strainrite, located in Auburn. Governor LePage also made an official proclamation that October is Manufacturing Month, the proclamation was posted on the National Manufacturing Day website.

Another opportunity to partner with educators and employers occurred when Foster Technical Center held a Career Expo at Mt Blue High School with over 900 students participating and 70 vendors at the school talking to the students about careers and workforce training. H. Simones was involved in the planning and implementation of the event; the intent is to replicate this event at other CTE's within Local Area 3.

J. Sneddon updated the Board about the ongoing work within Local Area 3 involving targeted industries and workforce development. One of the growth industries they actively working with is the manufacturing sector as noted above; an employer advisory panel has been established utilizing many of the employers that participated in MFG Day to determine their occupational needs. The goal is to work with employers and educators to develop short-term occupational training to get job seekers more quickly employed with applicable skills that result in meeting the employer's needs and increases employee retention. R. Ward indicated the manufacturing "Ready2Work Academy" curriculum has been completed and that the CareerCenters and Adult Education providers were in the process of announcing the program and recruiting participants for the training.

### **Executive Director's Report**

J. Sneddon briefed the Board on the WIOA transition at both the State and local level; significant time has been dedicated to the development of the State Unified Plan and the implementation of the new regulations. He also spoke about the pending revision of the Local Plan; MDOL has agreed to a revised timeline and due date for it to be submitted. The new date will be 90 days after the State Unified Plan has been submitted to US DOL. Also being discussed is whether or not a "Regional Plan" will need to be created; or if the Local Plan will suffice as a regional plan as well. Once he receives a decision from MDOL he will inform the Board. The new WIOA regulations have renamed the Local Workforce *Investment* Boards to Local Workforce *Development* Boards, J. Sneddon mentioned that it was not an immediate requirement for the name to be changed but he believes it makes more sense to make the name change sooner than later. A motion was made by E. Makas to approve the name change and it was seconded by J. Trundy; the motion was unanimously approved.

### **Other Business**

A Rapid Response report was given by C. Greenleaf; Verso Paper is in the process of laying off over 100+ employees in the next couple of months. There will be two new Peer Support Workers hired to help the employees as they are being laid off and guide them in their next step after Verso.

P. Bass announced to the Board that the Disability Resource Coordinators (DRC) were in the process of planning an "Asset Summit" in the spring or early summer of 2016. J Sneddon mentioned that he was working with P. Bass to fill the vacant DRC position at the Augusta CareerCenter.

No other business was conducted and the meeting was adjourned.