



## CENTRAL WESTERN MAINE WORKFORCE DEVELOPMENT BOARD

July 28, 2021

Topic: July 28, 2021 (PY 20 Q4 Meeting)  
Time: 9:00AM-10:30AM  
Meeting ID: 885 0176 0960  
Passcode: workforce  
Link: <https://us02web.zoom.us/j/88501760960?pwd=YVhqQnU5MCtzOVJTbHk3K3BjdzhYUT09>  
Call in #: 1(929) 205 6099 Call in Passcode: 472 474 227

1. Call to Order
2. Minutes Review
3. Service Provider Update - EMDC Presentation of Annual Operational Budget in each county
4. Financial Consultant/Accountant Update
5. [Annual Schedule on Website](#)



**Central Western Maine  
Workforce Development Board**

**April 28, 2021**

**DRAFT**

Topic: Quarter 2 Board Meeting  
Time: 9:00AM-11:30AM  
Call: +1 301 715 8592 US (Washington DC)  
Meeting ID: 88501760960  
Zoom in:  
<https://us02web.zoom.us/j/88501760960?pwd=YVhqQnU5MCtzOVJTbHk3K3BjdzhYUT09>

The meeting was called to order.

The Board moved to agenda item (1) Minutes Review. Approval of the minutes was motioned by Jim Trundy and second by Cathy Witherspoon. Commissioner Sezak noted that the minutes do not indicate that motions were approved. The minutes pass under the condition that approval is indicated.

The Board moved to Chair items. Mr. Nelson noted that Board RFPs requires MDOL approval. Sage Freedman, Esq.'s legal services were offered to Board members.

The Board moved to agenda item (2) Introduction to the One Workforce Approach DOL approach. Minni Holleran, DOL ETA presented Central Western Maine Board Training WIOA & Vision and Strategy. Ms. Holleran's presentation emphasized the importance of cross-agency partnership, a customer-centered approach, provision of services regardless of funding stream, staff awareness of data, expanding apprenticeships to professional industries, and use of discretionary funding to integrate services.

The Board moved to Mark McInerney's, MDOL Center for Workforce Research & Information, presentation on Workforce Conditions. Job growth return, change in job sectors, labor force participation rate, and unemployment rate were among the points discussed.

The Board moved to agenda item (3) Ratify – Service Provider Transfer – Fund transfer \$150,000 DW to Adult. Approval of the ratification was motioned by Jim Trundy and second by Kelly Aho. Jon Farley abstained. Jim Trundy noted that the transfer is from Adult to DW. The motion passed under the condition that the transfer is from Adult to DW.

The Board moved to agenda item (4) Ratify – Youth Program Budget & Other Budget Items Approved by Committees. The Board is waiting for a contract modification approval from MDOL. Approval of the ratification was motioned by Jim Trundy and second by Larry Robinson. The motion passed under the condition the MDOL approves the modification.

The Board moved to agenda item (5) Service Provider Update. EMDC discussed collaboration with Goodwill and Opioid staffing successes and VOID 19 & Youth program struggles.

The Board moved to agenda item (6) Financial Consultant/Accountant Update. Sara McLaughlin reviewed spending and noted that the fiscal audit was complete by the March 31 deadline. There were no audit findings.

The Board moved to agenda item (8) Long Range Plan Focus Groups conducted by Ken Stapleton and Charita Allen.

The meeting was adjourned.



## MINUTES 06/09/2021 CWMWDB OF DIRECTORS

77 Winthrop Street  
Augusta, ME 04330  
(207) 241-4100

### DRAFT CWMWDB BOARD OF DIRECTORS MEETING

**MINUTES Date:** June 9, 2021

Effective  
7/28/2021

**Time:** 9:00 AM – 9:30 AM

**Zoom Meeting:** <https://us02web.zoom.us/j/8568063574>

**Board Members Attending:** Kelly Aho (Acting Chair), Grant Provost (Recruiting Chair), Razell Ward (Member-at-Large, Adult-Ed), Robert Sezak (Community Member), Sara McLaughlin (Community Member), Jim Trundy, Michelle Hawley, Susan LeClair, Trampus Hutches, Harvey Smith, Cathy Witherspoon.

**Call-in Members/Guests:** 207-406-1250, Susan Cerini (Service Provider, EMDC)

**Staff:** Stacy Kilroy (Executive Director), Erica McCarthy (Director of Business).

**Absent:** Jon Farley, Diane Frigon, Amanda Gallant, Laurie Glidden, Peter Wright, Josh Henry, Amy Landry, Alexis Mann, Nick Pacquet, Larry Robinson.

The meeting was called to order by K. Aho, Acting Chair.

#### 6. **ANNUAL OPERATING BUDGET REVIEW & APPROVAL FOR BOARD (YR Ending 6/30/22) (Page 5)**

S. McLaughlin provided an overview of funding for the four open contracts (2 DW grants and 2 Program Years). The most significant changes in the budgets are a reduction in travel, office supplies and printing, and an increase in software.

**ACTION ITEM:** Motion to approve the budget for YR ending 6/30/22/Razell Ward Second/Michelle Hawley

Discussion: None

Vote by members present: Approved

Objection: 0

#### 7. **PY21 WIOA FORUMAL FUNDING ALLOCATIONS AND SUGGESTED AGREEMENT BUDGET (PAGE 13)**

**ACTION ITEM:** Motion to approve PY21 WIOA Formula Funding Allocations and Suggested Agreement Budget/Razell Ward

Second/Harvey Smith

Discussion: None

Vote by members present: Approved

Objection: 0

**8. CWMWDB FINANCIAL MANUAL REVISIONS (SKR)**

- a. Change internal budget due date to June 30 each (Page 23)**
- b. Add an Annual Fiscal Planning & Reporting Component To Quarterly Meetings (Page 24)**

S. McLaughlin provided an overview of the current CWMWDB fiscal policy and explained that the internal constraints are starker than the State's, granting the Board less than a month to receive approval for the budget. It is recommended that the Board changes the internal budget due date to June 30.

**ACTION ITEM:** Motion to change the internal budget due date to June 30/Harvey Smith  
Second/Razell Ward

Discussion: None

Vote by members present: Approved

Abstain: Susan LeClair

Objection: 0

**ACTION ITEM:** Motion to add an annual fiscal planning & reporting component to  
quarterly meetings/Razell Ward

Second/Michelle Hawley

Discussion: None

Vote by members present: Approved

Objection: 0

**ADJOURNMENT**

No other business was conducted, and the meeting was adjourned.



## CENTRAL WESTERN MAINE WDB PY20 Q4 QUARTERLY REPORT

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DATE July 1, 2021  
SUBJECT PY20 Q4 WIOA Narrative Report & Performance Results  
FROM Stacy Kilroy Reynaldo, *Executive Director*

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### INTRODUCTION

State Program Year 2020 (PY20) is July 1, 2020 until June 30, 2021. This is a WIOA quarterly report required by MDOL contract.

PROVIDE AN EXPLANATION OF ANY DEVIATION OF 30% OR MORE FROM PLANNED SERVICE DELIVERY (ENROLLMENTS, SERVICES, EXITS), AND STEPS THE LOCAL AREA WILL TAKE TO ADDRESS THIS.

There were 66 new enrollments with the program breakdown as followed:

- Adult, 34 - 227% of the quarter goal of 15
- Dislocated Worker, 19 - 83% of the quarter goal of 23
- Youth, 13 - 43% of the quarter goal of 30

There were x exits with the program breakdown as follows:

- Adult, 16 - 123% of the quarter goal of 13
- Dislocated Worker, 11 - 73% of the quarter goal of 15
- Youth 7, - 58% of the quarter goal of 12

Year-to-date, there have been 154 people served, with the program breakdown as follows:

- Adult, 134 - 105% of the goal of 128
- Dislocated Worker, 59 - 60% of the goal of 99
- Youth, 59 - 42% of the goal of 141

AN EXPLANATION OF ANY EXPENDITURE LEVELS AT RISK OF NOT MEETING MINIMUM SPENDING THRESHOLDS OR EXCEEDING SPENDING CAPS, AND STEPS THE LOCAL AREA WILL TAKE TO ADDRESS THIS.

ANY OTHER INFORMATION ABOUT WIOA ACTIVITIES, INNOVATIONS, AND/OR SUCCESSES OF THE LOCAL AREA, SUCH AS:

*Results of Projects or Partnerships Successfully Addressing Specific Employer Or Industry Sector Needs.*



## Board

*This quarter saw the launch of the regulatory required Memorandum of Understanding and Infrastructure Funding Agreement with service providers across the region. MDOL requires partnership with 16 programs. Engagement with all and an additional 3 programs was enacted through email correspondence, Zoom meetings, and phone calls. Implementation was launched with an email describing deadlines and requesting appropriate working contacts per the program signatory, an email confirming the working participant, an email asking meeting preferences, a followup email and call, and notes. The MOU and IFA have been signed by 14 partner programs.*

*In addition to engaging with partners, the executed strategy was described to the public through media, see <https://cwmwdb.org/aboutus/contact-us/mou/> to view the video. In line with the federal government's emphasis on LocalBoard's authority, CWMWI leveraged its function to curate a system meeting regional needs. The process will continue indefinitely through annual reauthorization of the MOU and regular meetings with partners. The first official kick off meeting is scheduled for July 21. The document is living and changes will reflect programmatic, site, technical, organizational, and staffing adjustments. A mechanism for submitting MOU and IFA suggested edits and updates has been crafted. A form is available on the Board's website, in which programs may electronically submit at any time. The fluidness of the process meets the need to quickly acclimate to all partner programs and is the premise of the Local Board's process. In addition to meeting a mandate, the MOU will support information sharing and cross-enrollment.*

*The Board continued to engage businesses, especially as an element of the Local Plan per the guidance of the Board's Local Plan committee. C-suite business representatives were invited to participate in a designated focus form; construction & manufacturing, IT & healthcare, heritage industry, or non-industry specific. 43 people were invited to the construction & manufacturing, 90 people were invited to the IT & healthcare, 28 people were invited to the heritage, and 519 people were invited to the non-industry specific business focus forum. Additionally, 32 businesses were outreached to for industry sector recruitment. The quarter saw business outreach to 193 C-Suite personnel and a total of 712 business representatives. The contacts derived from the process will be used to convey program messaging going forward and the information extracted and analyzed by the BusinessFlare consultant team will be used to strategize regional business solutions.*



### ***Innovative Practices Implemented by The Local Board, Local Service Provider, and/or through Collaboration with Partners.***

#### **Board**

*The Board has implemented a practice of hiring and training the workforce directly through partnership with the Service Provider. Recruitment activity has resulted in the Service Provider hiring a virtual event coordinator and the Board overseeing a Work Experience participant. The workforce development method supports the system by implementing On-the-Job training that we ask businesses to engage in. Additionally, the Board has managed to access untapped labor pools, such as people with disabilities and youth, to create authentic content for regional recruitment.*

*Using social media to promote partners, businesses, and WIOA programs was furthered this quarter, where 12 Facebook posts were shared, receiving 8,367 reaches, 378 engagements, and 70 reactions. The post receiving the most activity was the Board's success story content of Tracye Greene, see the CWMWDB youtube channel <https://www.youtube.com/watch?v=QfyFVFRbweQ>.*

#### **EMDC**

*New projects that started: (3)*

- 1. Certified Medical Assistant: Lewiston (mainly Androscoggin Co.)  
Partners: Gray-New Gloucester Adult Education, EMDC/CCI, Workforce Solutions, St. Mary's Health System*
- 2. Certified Medical Assistant with Phlebotomy: Lewiston (Androscoggin and Oxford Counties)  
Partners: Maine College of Health Professions, Lewiston Adult Education, EMDC/CCI, Workforce Solutions, Central Maine Health*
- 3. CNC Machining (Any county in central/western Maine)  
Partners: CMCC, Lewiston Ad Ed, EMDC/CCI, Grover Precision, Elmet, Maine Machine, Nichols Portland, ABB (GE in Auburn)*

*Projects that completed: (2)*

- 1. Construction: Lewiston (mainly Androscoggin Co.)  
Partners: Lewiston Ad Ed, EMDC/CCI, Take 2, City of Lewiston, BES, FedCap, Hahnel Bros., Northeast Paint, HE Callahan and St. Laurent*





2. *Personal Support Specialist (Androscoggin but could be anywhere in our area)*  
*Partners: MSAD #52 Adult and Community Education, EMDC/CCI, Rey-ah Home Care*

*Total people served in the projects:*

*42 people started the projects*  
*28 enrolled in EMDC (and 6 for Workforce Solutions) = 34 in WIOA*  
*24 still active (projects have not ended)*  
*4 completed*

*CMA St. Mary's Enrollees: 11 started. 4 for EMDC; 3 for Workforce Solutions; 4 are not eligible but have potential assistance through St. Mary's or self-pay. 2 have withdrawn so down to 9 students.*

*CMA CMH Enrollees: 6 students; 4 for EMDC; 2 for Workforce Solutions*

*PMT Enrollees: 4 (EMDC) still in class;*

*PSS Enrollees: 6 candidates; 5 for EMDC and 1 out of the area.*  
*3 EMDC students completed; waiting to hear from staff on placements.*

*Successful job placements: (2 projects have completed)*  
*Total to date: 1 in construction; waiting to hear on 3 PSS participants*  
*Construction: 1 successfully completed his WE at St. Laurent & Sons and was hired. Due to his disabilities, he is not currently able to work full-time and is doing 3 days a week; however, his employer is very impressed with his perseverance and is willing to adjust his schedule until he is able to work a full schedule.*

### ***Significant Achievement of Program & Resource Integration of Required Partners.***

#### **EMDC**

*The Virtual Office Hours (VOH) that were launched early this year has expanded this quarter inviting partners to participate in their own breakout room! This quarter The Bureau of Employment Services (BES) staff have joined us in this virtual office setting. We are hoping that other partners will take part in this opportunity which allow staff to continue to work together to better serve the regions.*

## SUCCESS STORIES THIS QUARTER

The purpose of success stories from each program are to document how:

- Participants have overcome significant barriers to complete education, earn a credentials and attain high-wage, high-quality employment;
- Participants have earned special awards or commendations or achieved significant upward mobility because of program participation; and
- Service providers have collaborated to blend resources on behalf of a shared participant who has achieved the above;

### Dislocated Worker Program Success Story

*Jams M. came to us as a dislocated worker, due to an explosion that resulted in eliminating his position, student provided verification and is eligible for dislocated worker WIOA-DW funds. The participant was a second-generation paper maker and had worked in the paper industry for 20 years. The student had a high school diploma and an Associates in Pulp and Paper Manufacturing which has since been outdated. James had barriers to obtaining full time employment including lack of training outside the paper manufacturing field. This candidate chose to participate in the Certified Driving Course and identified a desire to remain in his community while earning a sustainable wage. The participant had a plan to complete the training which included tuition assistance, resume and interviewing skills assistance. Since course completion student has been hired by Spruce Mountain School District RSU #73 as a full time, year round bus driver starting 07.12.2021 at \$21.45. WIOA was able to assist him with mileage and eyeglass reimbursement as supportive services. Next steps for this candidate after 2 years of driving will be to take an additional course to become a driving instructor. James expressed sincere thanks for the support at a difficult period in his life and a new outlook for the future.*



## Youth Program Success Story

*Ally B came to us as a parenting youth and provided eligibility for Youth WIOA funds. Ally resides in a household of 2 with limited natural supports and reports a strong desire to attend training in the healthcare field. When she initially became enrolled there was a plan in place to complete the Certified Nursing Assistant course, however, due to low enrollment the course was cancelled. At time of enrollment customer had several barriers to obtaining full time employment including lack of training, skills deficiency, previous Foster Care placement and inadequate work experience. Due to lack of CNA course available student participated in the Personal Support Specialist offered in conjunction with EMDC/CCI, Turner Adult Education and Rey-Ah Healthcare. Upon the course start candidate left her home with her child due to domestic violence and was relocated from Oxford County to Hancock County, despite this crisis student completed the online training and obtained the PSS certification. Once an opportunity for housing became available customer relocated for a second time to Franklin County, since relocation student has been hired by Rey-Ah training provider as a full time PSS earning \$13.00 an hour. Student accessed tuition reimbursement, case management services, uniforms and supplies to participate in training. Next steps for this candidate include actively seeking admission to the Certified Clinical Medical Assistant to progress in the Healthcare sector.*





## CENTRAL WESTERN MAINE WDB PY20 Q4 COVID 19 QUARTERLY REPORT

**DATE** July 1, 2021  
**SUBJECT** PY20 Q4 COVID 19 Report  
**FROM** Stacy Kilroy Reynaldo, *Executive Director*

### COVID DWG GRANT QUARTERLY REPORT NARRATIVE

**LOCAL AREA: Central Western Maine QUARTER ENDING: 06/30/2021**

1. Provide a brief summary of grant activity this quarter.

#### **BOARD**

*Grant focus this quarter was dominated by content creation and expanded use of media channels for participant recruitment. Recruitment by social media is especially effective among high employment-barrier populations, including individuals with disabilities, immigrants, and ESOL learners. Groups facing significant challenges are more likely to be disassociated with traditional referral channels such as partner agencies and community groups. This quarter saw the use of social media recruitment with Facebook as the primary outlet. Posts reshared partner and business content, debut CWMWDB content, and represented diversity through multilingual and geographically wide shares. 12 Facebook posts were shared, receiving 8,367 reaches, 378 engagements, and 70 reactions. Other media sources include Youtube and LinkedIn. COVID 19 has elevated the need to outreach through online channels and the Board is meeting the need.*

#### **EMDC**

*This quarter we expanded the audience for Virtual Office Hours (VOH) through zoom. Staff from the Grant along with other workforce staff were available in real time on Tuesday and Thursday from 9-5 and we offered for partners to come in and utilize the breakout rooms and space. The Bureau of Employment Services started to have staff come in and provide virtual walk in services. This setting gave partners an opportunity to refer people quickly where they would have an opportunity to meet with a staff member. The VOH is something that the Maine DOL staff can utilize to refer individuals who call in or participate in live chat opportunities.*

*A manager of the COVID 19 grant started in April which started with a slow process of getting referral's but the process has now pick up to having 12-15 referral's a week. Once the manager started she met with the staff performing the same services in Coastal Counties to discuss outreach opportunities.*



2. Provide a timeline in which activities took place during the quarter (dates in which significant actions occurred or benchmarks were met, etc.)

### **BOARD**

*April 20 held manufacturing, construction, and heritage industry focus forums.*

*May 11 held healthcare and IT industry focus forms.*

*June 16 shared 1st success story video on CWMWDB Youtube & Facebook channels.*

*Sharing content across social media platforms regardless of program generates page interests (CWMWDB Facebook page). The more page interest generated the more people will see CWMWDB information and the more effective recruitment efforts are. A key element of the COVID grant is online recruitment, given that the pandemic is inhibiting in-person activities and high employment-barrier populations are target groups. All CWMWDB content created and shared via social media is highly important for this grant.*

*June 24 filming County Administrator Jeffrey Kobrock, healthcare professional Jody Beck, and case manager Santasia Marcoux in Winthrop.*

### **EMDC**

*April 2021- VOH expands to community partners and COVID 19 staff start to use it as an outreach opportunity*

*May 2021- COVID 19 staff in both CWM and Coastal Counties met staff to discuss outreach opportunities. Discussions occurred on how to push more referrals into the program.*

*June 2021-Staff met with local homeless shelters and soup kitchens. We are going to continue reaching out to others so they are aware of the options we can provide.*

*July 2021- Staff is doing a Virtual information session to use for outreach and discuss opportunities.*

*The program is still significantly low with enrollment numbers. Staff are working to design more outreach opportunities which will include ongoing information sessions for community partners to participate in to learn about the grant.*



3. Discuss implementation of effective practices or model strategies

*Virtual Office Hours were designed so that staff can be readily available for referral partners or individuals who are seeking assistance. The open zoom is set up with staff in their own individual break out rooms. When someone is referred to the link there is a staff person in the main link that assigns the individual to a break out room where they meet one on one with a staff person. This allows real time assistance and a faster way to move through the process. This quarter we have added other partners to utilize breakout rooms in hopes of cross training and opening up opportunities for more people being referred into this platform.*

4. Provide a status update on strategic partnerships (new partners, new activities, new roles for existing partners, etc.).

**BOARD**

*Furthering partnership across the workforce system was implemented this quarter with the Memorandum of Understanding (MOU). Engagement with Adult Education & Family Literacy Act, Carl D. Perkins Career and Technical Education and Training Act, Community Services Block Grant, Jobs for Veterans State Grant, Job Corps, National Farmworker Jobs Program, HUD, REO DOC E&T programs, Senior Community Service Employment Program, TANF, Trade Adjustment Assistance Act, Maine Unemployment Compensation program, Vocational Rehabilitation, Wagner-Peyser, YouthBuild, SNAP, WIC, and HOPE commenced with 1:1 and group meetings. The was confirmation of services and identification of referral pipelines. The MOU is meant to streamline the referral process for all programs, especially COVID 19 eligible participants.*

**EMDC**

*The COVID 19 team is working closely with connecting with opportunities and title 1b with referrals and taking the time to co-enroll whenever possible.*



5. Employer Engagement – discuss engagement with employers and industry sectors as applicable.

**BOARD**

*Business engagement included outreach, documentation of employer needs, strategy and handoff to EMDC among businesses within target industries. Meetings were held with UA Local 716 Maine Plumbers & Pipefitters, Bonny Staffing, Iron Workers Local 7, and Sunday River Resort. The primary need identified was recruitment. A Maine JobLink email campaign was executed for Iron Workers Local 7, and EMDC attended UA Local 716's regular orientation sessions for recruitment.*

*The CWM Manufacturing Committee was solidified to include Maine Manufacturing Extension Partnership, Mountain Machine Works, Manufacturers Association of Maine, and Central Maine Community College (with Dearborn Precision as a later add-on). The group commenced on April 20 to provide input into the Local Plan Focus Forum.*

**EMDC**

*Staff are trying to utilize employment engagement being done through other grant opportunities. There has been success with people going through the COVID staff and finding their way to the job readiness workshop as well as partnership in other grants such as Title 1b and Connecting with Opportunities.*

6. Identify any key issues and/or technical assistance needs.

**BOARD**

*The lack of a robust virtual CareerCenter and virtual hiring platform is hindering service delivery.*

**EMDC**

*The need for more peer navigators is a challenge. The ability to have more staff on hand will increase the amount of outreach that can be done which then would lead to increased enrollments.*



7. Outline significant activities - success stories

The VOH has increased traffic and allowed an opportunity for staff to train and better understand the programs.

8. Provide a list of CID#s of participants who are eligible based as LTU based on 27 NON-consecutive weeks without employment during the last 12 months prior to enrollment.

N/A



# Central Western Maine Workforce Development Board - Local Area 3

## SFY Ending 6/30/22 Proposed Program Budget

Program Sources	2020 WIOA	2021 WIOA	NDWG COVID-19	NDWG Opioid II	Total	
Contract No.	20200604*3712	TBD	20200820*0646	TBD		
Start Date	7/1/20	7/1/21	8/10/20	7/1/21		
End Date	6/30/22	6/30/23	6/30/22	2/28/22		
<b>Award Amount</b>	<b>1,783,302</b>	<b>1,713,096</b>	<b>515,000</b>	<b>1,677,177</b>	<b>5,688,575</b>	
Admin	178,330	171,309	51,500	167,458	568,597	
Program	1,604,972	1,541,787	463,500	1,509,719	5,119,978	
Spent as of 4/30/21	30,482	-	80,502	166,962	277,946	
Admin	30,482	-	14,713	-	45,195	
Program	-	-	65,789	166,962	232,751	
Estimated Spend May-Jun 2021	60,363	-	40,865	112,316	213,544	
Admin	54,739	-	2,972	-	57,711	
Program	90,845	-	37,893	-	128,738	
Estimated Reserve for FY 23+	-	112,757	-	1,230,441	1,343,198	
Admin	-	112,757	-	-	112,757	
Program Reserve	-	-	-	-	-	
<b>FY 21-22</b>	<b>1,607,236</b>	<b>1,600,339</b>	<b>393,634</b>	<b>1,397,899</b>	<b>4,999,108</b>	
Admin	93,109	58,552	33,816	167,458	352,935	
Program (Estimated)	1,514,127	1,541,787	359,818	1,230,441	4,646,173	EMDC verifies amounts

Program Uses	2020 WIOA	2021 WIOA	NDWG COVID-19	NDWG Opioid II	Total	
<b>TOTAL PROGRAM</b>	<b>1,514,127</b>	<b>1,541,787</b>	<b>359,818</b>	<b>1,230,441</b>	<b>4,646,173</b>	check
Salaries	\$ 475,435	\$ 478,256	\$ 44,623	\$ 258,728	1,257,042	CCI Staff expenses m
Fringe Benefits	170,158	172,327	14,384	92,729	449,598	CCI Staff expenses m
Travel	14,281	13,306	634	7,432	35,653	CCI Staff expenses m
Supplies	4,154	4,100	5,000	6,775	20,029	
Other (leases and fees)	4,078	4,200			8,278	
Outreach, Mktg & Advertising					-	
Bank Fees					-	
Conferences					-	
Contractual					-	
Dues and Subscriptions					-	
Insurance					-	
Legal Notices					-	
Organization Expense	193,209	180,218	68,101	141,149	582,677	
Payroll Processing Fees					-	
Professional Fees					-	
Audit					-	
Fiscal Mgmt.					-	
Fiscal Monitoring					-	
Legal					-	
Postage & Delivery	195				195	
Recruiting					-	
Rent, Parking, Utilities	44,794	54,500	46,490	49,749	195,533	
Software					-	
Telephone and Network	2,416	5,050			7,466	
Other					-	
Direct Service Payments	605,407	629,830	180,586	673,879	2,089,702	~60% of funds are h
<b>TOTAL</b>	<b>\$ 1,514,127</b>	<b>\$ 1,541,787</b>	<b>\$ 359,818</b>	<b>\$ 1,230,441</b>	<b>\$ 2,556,471</b>	check 4,646,173

LOCALES	Lewiston CC	Augusta CC	Hinkley CC NKVC	Rumford Tech	South Paris Chamber	Farmington CC!
Salaries						
Fringe Benefits						
Travel						
Supplies						
Other						
Outreach, Mktg & Advertising						
Bank Fees						
Conferences						
Contractual						
Dues and Subscriptions						
Insurance						
Legal Notices						
Organization Expense						
Payroll Processing Fees						
Professional Fees						
Audit						
Fiscal Mgmt.						
Fiscal Monitoring						
Legal						
Postage & Delivery						
Recruiting						
Rent, Parking, Utilities						
Software						
Telephone and Network						
Other						
Direct Service Payments						
<b>Total, Program</b>						

EMDC - CCI	Lewiston CC	Augusta CC	Hinkley CC NKVC	Rumford Tech	South Paris Chamber	Farmington CC!
Case managers	4	4	2	1	1	1
Peer Support	5	2	-	-	-	-
Admin	-	-	-	-	-	-
Management	-	-	-	-	-	1

Central Western Maine Workforce Development Board - Local Area 3

FY Ending 6/30/22 Proposed Staffing Level

EMDC - CCI	Lewiston CC	Augusta	Hinkley	Rumford	South Paris	Other	Farmington CCI
Case Managers	4	4	2	1	1		1
Peer Support	5	2	-	-	-		-
Outreach						2	
Admin	-	-	-	-	-	2	-
Management	-	-	-	-	-	3	1
Staff Member	Title	EMDC FTE	CWM FTE	% CWM Funded	Total CWM Comp*	CWM Office Local	
Jon Farley	Vice President (EMDC Management)	1	0.1	10%		Bangor	
Susan Cerini	S. Director, Workforce Services (EMDC Management)	1	0.5	50%		Bangor	
Patti Saarninen	Senior, Workforce Development Specialist	1	1	100%		Remote Home	
Melissa Green - CCI	Director of Customer Services (CCI Mangement)		0.2	20%		Lewiston CC	
Karen Henderson - CCI	Workforce Developoment (CCI Program Manager)		1	100%		Farmington CC!	
Jennifer Brown - CCI	Workforce Development Specialist		1	100%		Farmington CC!	
Katie McKay	Workforce Development Specialist	1	1	100%		Hinkley CC NKVC	
Anthony Williams	Workforce Development Specialist	1	1	100%		Augusta CC	
Tracye Greene	Workforce Development Specialist	1	1	100%		Augusta CC	
Doug Dunbar	Workforce Development Specialist (Outreach)	1	1	100%		Bangor	
Rachel Williams	Workforce Development Specialist	1	1	100%		Hinkley CC NKVC	
Stacey Henderson	Workforce Development Specialist	1	1	100%		Augusta CC	
Lisa Harnett -CCI	Workforce Development Specialist		1	100%		Lewiston CC	
Cathy Stairs - CCI	Workforce Development Specialist		1	100%		Lewiston CC	
Santasia Marcoux	Workforce Development Specialist	1	1	100%		Augusta CC	
Stacey Henderson	Peer Connector	1	1	100%		Augusta CC	
Victoria Manocchia	Peer Connector	1	1	100%		Augusta CC	
Matt Damon - CCI	Workfore Development Specialist		1	100%		Lewiston CC	
Nicholas Bourgoin	Peer Navigator	1	1	100%		Lewiston CC	
Vacancy	Peer Navigator	1	1	100%		Lewiston CC	
Vacancy	Peer Navigator	1	1	100%		Lewiston CC	
Vacancy	Peer Navigator	1	1	100%		Lewiston CC	
Vacancy	Peer Navigator	1	1	100%		Lewiston CC	
Heather Rajaniemi - CCI	Workforce Development Specialist		1	100%		Rumford Tech	
Alex Lakeman	Virtual Events Coordinator (Outreach)	1	1	100%		Bangor	
Marianne Young -CCI	Workforce Development Specialist		1	100%		South Paris Chamber	
Tom Fernands	EMDC IT and Data Management	1	1	30%		Bangor	
Keith Small	EMDC Fiscal Data Management	1	1	30%		Bangor	

drop down