

Central/Western Maine Workforce Development Board

Executive Committee Conference Call Meeting Minutes

March 15, 2017

Attendees calling in: Jim Trundy, Craig Nelson, Muriel Mosher, Ralph Ryder, Dale Morrell
Staff: Jeff Sneddon

Call to Order

The meeting was called to order by C. Nelson.

Approval of February Meeting Minutes

The meeting minutes were presented by C. Nelson and approved by all participating members.

CWMWDB Activities

An overview of workforce development activities was presented by J. Sneddon:

- A status report was given by J. Sneddon regarding the hiring of a part-time Administrative Assistant: The search team will interview a second round of candidates on March 23rd; the team selected a candidate from the interviews on February 22nd; but the person declined the offer. The interview team consists of Muriel Mosher (President of the Manufacturing Extension Partnership) and Razell Ward (Director of the Turner Adult Education).
- J. Sneddon informed the Executive Committee about the recent termination of the Sector-Partnership NEG project manager on March 8, 2017. He communicated with C. Nelson regarding the issue prior to the termination and both agreed that this action was in the best interest in the implementation of the grant. J. Sneddon and H. Simones will continue to implement the grant. The Maine DOL has submitted a grant extension request until June 30, 2018. If it is approved it will provide additional time to continue developing and implementing employer-lead training programs as well as further facilitating industry partnerships between the employers, educators, and the workforce development system.
- The TechHire Navigator (C. Woodbury) is very active with participant recruitment, assessment and enrollment. J. Sneddon, along with the Navigator are partnering with Project>Login and UNE to host an IT forum on March 17th to provide a deeper level of the TechHire grant and present the UNE IT Bootcamp, which began in January. The intent of the forum is to continue developing industry partnerships with employers, Adult Education, Project>Login, UNE and other post-secondary institutions with the goal of starting one or more “regional hubs” to host weekly online learning through the Bootcamp. The event will be held at the MaineGeneral Medical Center in Augusta.
- J. Sneddon received correspondence from the State Workforce Development Board (SWDB) on March 12, 2016 approving the WIOA 4-yr plan. On April 19th, he will meet with the Executive Committee and the Steering Committee to determine how best to engage the Board members in the implementation of the 4-yr plan.

Other Business

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