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Action Requested

We are contacting Board members for the purpose of voting on the following *action items* that were brought to the Board for approval at the September 18, 2015 meeting. You will find attachments regarding the action items and a box to indicate your vote for each item. Please return the signed document to our office at your earliest convenience.

Thank you

Yes No

- Approval of the Amendment to the Disability Employment Initiative – Flexible Employment Fund Policy** (see attachments Amendment to DEI FEF Policy 9 2015.pdf; DEI FEF Worksheet to support a vehicle Attachment 1.pdf; Customer Goal and Financial Situation Assessment Tool Attachment 2.pdf)

Yes No

- Approval of the Amendment to the Personnel Policy Manual; Travel & Business Entertainment.** (see attachment Personnel Policy Manual Amendment – Travel 9 18 2015.pdf)

Board Member Signature

Date

Please return this document indicating your vote and an original signature to:

Jeff Sneddon
Central/Western Maine Workforce Investment Board
5 Mollison Way
Lewiston, ME 04240