

Central/Western Maine Workforce Development Board

Chief Elected Officials [CEO]

Meeting Minutes

Thursday, February 11, 2016

Attendees in person: Elaine Makas (Androscoggin)
Attendees by conference call: David Duguay (Oxford), Gary McGrane (Franklin), Bob Devlin (Kennebec)
Staff: Jeff Sneddon (Executive Director), Sara McLaughlin (Fiscal Agent)
Absent: Dean Cray (Somerset)

Call to Order

G. McGrane called the meeting to order at approximately 5:01 pm.

Approve January Meeting Minutes

A motion was made by D. Duguay to approve the January 14, 2016 meeting minutes and the motion was seconded by E. Makas. The motion was unanimously approved.

Budget Updates PY 2014 & 2015

The budgets were presented by S. McLaughlin for review and approval; we are 58% through the program year and expenditures to date are at 43%. A motion was made by E. Makas to place the budgets on file as presented; the motion was seconded by D. Duguay and unanimously approved by the CEO.

WIOA Transition

J. Sneddon briefed the CEO on the WIOA transition at both the State and local level: the State Unified Plan is currently available for public comment and then it will be revised accordingly based on the comments received. We are in the process of understanding specifically *what* the new WIOA elements that are required to be in the updated Local Plan. These elements will be discussed with stakeholders, strategic actions/plans will be developed to address these and then the information will be incorporated into the new WIOA Local Plan.

CWMWIB Activities

An overview of workforce development activities was presented by J. Sneddon: a Ready2Work academy (6 participants) started for the manufacturing sector; an employer advisory group for the IT/IT professional industry (18 employers) met on January 25 at Geiger in Lewiston; the goal of the meeting was to interact with the employers to identify their hiring needs/occupational and required skills sets to better develop relevant training and improve job seeker preparation. This information

will then be analyzed to determine the feasibility of developing a Ready2Work for this industry and provided to the post-secondary educators for guidance in course curriculum development.

Other Business

D. Duguay reviewed information about the SWIB and agreed to serve as a representative for the LWDBs. J. Sneddon will contact G. Oswald so he can provide D. Duguay with the required information to be considered for a Gubernatorial appointment to the SWIB.

There was no other business and the meeting was adjourned.

Attested by: _____ **Date** _____
CEO Secretary

Next Meeting: March 10, 2016 5:00 pm, Location TBD