

Central/Western Maine Workforce Investment Board

Chief Local Elected Officials [CLEO] Conference Call Meeting Minutes Thursday, May 14, 2015 5:00 PM

Attendees by conference call: Bev Daggett (Kennebec), David Duguay (Oxford), Gary McGrane (Franklin)
Staff: Jeff Sneddon (Executive Director), Sara McLaughlin (Fiscal Agent)
Absent: Elaine Makas (Androscoggin), Deane Cray (Somerset)

Call to Order

J. Sneddon called the meeting to order at approximately 5:04 pm.

Approve April Meeting Minutes

A motion was made by B. Daggett to accept the April meeting minutes as presented; the motion was seconded by D. Duguay. The vote was unanimously approved.

Budget Update

S. McLaughlin presented the PY 2014 administrative and program budget to the CLEO; we continue to be under budget (76% expended) for the time of the year (83% through the program year) in most categories. It looks like we will expend about 90% of the budget due to the additional grant funding that is being allocated toward staff salaries for direct work related to the grant projects.

S. McLaughlin updated the CLEO regarding the PY13 budget underspending by the Bureau of Employment Services (BES) by approximately \$85,000. The plan is to reallocate these funds to the other service provider (Western Maine Community Action). J. Sneddon is working with both service providers to amend contracts and ensure the funding is spent in accordance with WIA. A motion was made by D. Duguay to accept the budget as presented; the motion was seconded by B. Daggett. The vote was unanimously approved. .

WMWIB Activities

An update was given to the CLEO by J. Sneddon regarding recent and ongoing activities that include:

- A second Peer Support Worker (PSW) for the United Technologies Corporation (UTC) was hired at the beginning of May for a six month period to provide support and assistance for the laid off UTC workers as they continue to come off-line.
- The second Disability Resource Coordinator was hired in March and J. Sneddon has been spent time orienting them to the Disability Employment Initiative (DEI) grant, the Skowhegan and Augusta CareerCenter services and staff.
- Continue to serve on the WIOA State Steering Committee and the State Unified Plan sub-committee; will be participating in a two-day visioning workshop with the State Workforce Investment Board, MDOL, LWIBs, Adult Education and numerous other workforce development stakeholders. The plan is to develop a statewide vision and associated goals that will be incorporated into the State Unified Plan. A significant amount of focus and time is spent and will continue to be spent at both the local and state level as Maine makes the transition to WIOA. G. McGrane indicated that he will not be able to participate in the visioning session and asked that J. Sneddon send the invitation out to the other CLEO members in case one of the members were able to attend and represent the CLEO.

Other Business

There was no other business and the meeting was adjourned.

Attested by: _____

CLEO Secretary

Next Meeting: June 11, 2015 5:00 pm, (Location TBD)

Date