

Meeting Minutes  
Central/Western Maine Workforce Development Board (CWMWDB)  
Board of Directors  
MaineGeneral Medical Center, August, Maine  
September 15, 2017

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**Call-in Members/Guests:** Jim Trundy, Mary LaFontaine, Razell Ward, Michelle Hawley, Erica Douglass

**Board Members Attending:** Craig Nelson, Christine Greenleaf, Ralph Ryder, Justin Walsh, Brian McLeod, Dale Morrell, Kelly Aho, Amy Landry, Muriel Mosher

**Staff:** Helen Crabtree, Jeff Sneddon, Charles Woodbury, Sarah McLaughlin

**Guests:** Ben Tucker (Senator King's Office), Henry Morancy (CWRI), Peter Weymouth (NTI)

**Quorum present:** Yes

**Call to Order & Introductions**

The meeting was called to order by C. Nelson at 9:00 am, and introductions were made among all participating members and staff.

**Approval of May 19, 2017 Minutes**

Action Item:

C. Nelson, Chair, presented for approval the May 19, 2017 meeting minutes. M. Mosher made a motion to approve them and A. Landry seconded.

Discussion/questions: None

Vote by members present: approved

Abstain: 0

Objection: 0

**Welcome Two (2) New Board Members**

J. Sneddon welcomed two new board member appointees: Michelle Hawley (Central Maine Community College) and Brian McLeod (Barclaycard) to the Central/Western Maine Workforce Board of Directors.

**Local Policy Approvals / Supportive Services**

Action Item:

M. Mosher made a motion to approve the policy amendment and K. Aho seconded.

Discussion/questions: None

Vote by members present: approved

Abstain: 0

Objection: 0

**WIOA Transition / Individual Training Accounts**

Action Item:

M. Mosher made a motion to approve the policy amendment and A. Landry seconded.

Discussion/questions: None

Vote by members present: approved

Abstain: 0

Objection: 0

**Labor Market Trends**

H. Morancy, Center for Workforce Research and Information (CWRI) provided a PowerPoint presentation contrasting “finding jobs for people” a few years ago, and “finding people jobs now”

depicting how many jobs were available per occupation. Apprenticeships are crucial to balance the loss of institutional knowledge due to the aging out of long-term employees.

1. Since 2011, Central/Western Maine (CWM) has seen a steady increase in total wage and salary jobs. This increase has been concentrated in the private sector as government jobs declined; it is consistent with statewide trends;
2. The civilian labor force decreased in CWM in all five counties while the number of employed increased in all but Franklin county between 2011-2016. The number of unemployed decreased significantly;
3. Recently, number of deaths have surpassed births in the state of Maine and the population is projected to get older; i.e. median age in Maine vs. the United States;
4. In CWM, only Androscoggin county had a positive natural population change; whereas only Oxford had a positive net migration;
5. No CWM county had positive population change between 2010-2016. 14% of workers 25 and older were at least 55 in CWM in 1997. By 2016, that number has jumped to 30%;
6. Seven (7) of eight (8) openings statewide will be due to replacement demand between 2014-2024. Replacement openings are expected even in occupations losing jobs statewide;
7. The top 5 occupations with the lowest statewide replacements per new jobs vs. the highest: [computer and mechanical/healthcare practitioners and technical occupations/healthcare support occupations, personal care and service occupations, business and financial operations occupations vs. transportation and material moving occupations, arts, design, entertainment, sports, and media occupations, sales and related occupations production occupations and farming, fishing, and forestry occupations];
8. Since 2011, CWM has lost 27% of all goods-producing jobs. These job losses have been offset by a large gain in jobs in the service providing sector;
9. Central Western Maine has a higher concentration of jobs than the rest of the state in their top three largest industries: Health Care and Social Assistance, Retail trade and, Manufacturing. Of industries with over 7,000 private jobs in CWM, only manufacturing saw a decrease in total employment. Manufacturing has a higher distribution of older workers while accommodation and food services have a higher distribution of younger workers; and
10. Of industries with over 7,000 private jobs in CWM, manufacturing, construction, and healthcare and social assistance have the highest average weekly wage. For a more comprehensive and detail information, please visit [www.maine.gov/labor.cwri](http://www.maine.gov/labor.cwri).

### **Fiscal Report**

S. McLaughlin presented the budget touching upon the impact withheld funds are having on both the program and administration budgets. She will develop a budget forecast to determine how long total funding will be available based on required costs.

#### Action Item:

A Motion by K. Aho was made to place the financial reports on file and the motion was seconded by A. Landry.

Discussion/questions: None

Vote by members present: approved

Abstain: 0

Objection: 0

### **Industry Partnership Committees**

#### *Manufacturing:*

- discussed how to promote and enhance manufacturing as a viable, lucrative and, well-paying career to the youth and New Mainers
- the lack of work-ready skills is a barrier to employment

### *Healthcare:*

- The healthcare group needs to grow dramatically - Maine has one ultrasound technician school, located in Fairfield. Specializing in a certain sector of sonography can open various employment opportunities in a variety of medical facilities. St. Mary's seems to be the only hospital providing Allied Healthcare; there is not enough healthcare providers **including** Allied Healthcare.
- New Gloucester AE & St. Mary's have 2-year Medical Assistant programs condensed into a 4-month program;
- A need for apprenticeship in Nursing & Allied Healthcare programs with a focus in determining what should be done to develop surgical technicians' apprenticeships;
- CNAs: The State Board of Nursing in conjunction with the Department of Education (DOE) monitors and approves programs that provide a minimum 150 hours training in Maine whereas other states require only 80 hours to qualify for the same occupation; we have the highest requirement for CNA training; and  
It is remarkable that Maine does not seem to recognize Veteran's medical work experience/skill as directly transferable to the health care profession.

### **Executive Director's Report**

J. Sneddon reported on the Workforce Development activities as follows:

- Status of the MOU with all our required partners as it relates to new regulations. We are in the process of obtaining signatures from partners state-wide;
- We are increasing employer engagement in CareerCenter occupational training programs. A way to facilitate employer partnerships is through Regional Program Advisory Groups (RPAG) which have been formed for the following industries: health care, IT and manufacturing. These groups will help identify issues and opportunities regarding the workforce for each specific industry; and
- A new training program recently started (September 11<sup>th</sup>) in the Lewiston/Auburn region - "Manufacturing Technician" and is a partnership between Northeast Technical Institute, the CareerCenter and CWMWDB.

*WIOA PY 2017* – This is both a Federal and State issue. A comprehensive synopsis of the impact in the State's decision to withhold and send back \$8 million in Workforce Innovation and Opportunity Act (WIOA) funds are as follows:

- The decision places the solvency of Local Boards and service providers at a risk;
- Local Boards will be unable to offer job training services for low-income adults, laid-off workers, and struggling young adults;
- Employers are correspondingly adversely affected, since the training being denied to these job seekers also deprives employers of skilled workers;
- M. LaFontaine reported that if Title 1B is eliminated, CSSP/apprenticeships/Wagner Peysner can do similar CareerCenter services; Rapid response funding will disappear right along with the rest.
- J. Trundy reported that we did not get 25% but a lesser amount for each program (Adult, Dislocated Worker, Youth); and
- Based on last year's figures, there is a probable result in over 2,200 job seekers statewide being denied workforce development and training services.

### **Other Business**

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

Minutes submitted by Helen Crabtree